

JANUARY 5, 2022

The meeting was called to order at 8:30 a.m. by Larry Rackley, Chairman. Those present were Shayla Hudson and Carol Shank, Commissioners; Bryce Shields, District Attorney; Lacey Donaldson, Clerk; and Justin Abbott, IT.

REORGANIZATION OF THE BOARD; SELECTION OF CHAIRMAN AND VICE-CHAIRMAN; COMMISSION BOARD APPOINTMENTS: Mr. Rackley made a motion to appoint Shayla Hudson as the Commission Chair. Motion seconded by Mrs. Shank and passed.

Mr. Rackley made a motion to appoint Carol Shank the Commission Vice-Chair. Motion seconded by Mrs. Shank and passed.

Mrs. Shank made a motion to leave the Board Appointments as they are. Motion seconded by Mr. Rackley and passed.

APPROVAL OF MINUTES: Mrs. Shank made a motion to approve the minutes from November 17, 2021 and December 1, 2021 as submitted, noting that the November minutes are over the 45 day deadline. Motion seconded by Mr. Rackley and passed.

PUBLIC INPUT: There was no public comment at this time.

REVIEW OF ALL AGENDA ITEMS TO DETERMINE IF ANY DO OR DO NOT IMPOSE A DIRECT AND SIGNIFICANT ECONOMIC BURDEN ON A BUSINESS OR DIRECTLY RESTRICT THE FORMATION, OPERATION, OR EXPANSION OF A BUSINESS: Mrs. Shank made a motion that no agenda items impose a burden or restrict a business. Motion seconded by Mr. Rackley and passed.

UNCLASSIFIED DEPARTMENTS:

ROAD DEPARTMENT – Dan Hill was present.

Mr. Hill reported that they have been plowing snow. The first storm hit the North pretty hard. They helped Coeur plow out as well and hauled a lot of sand up there. Mr. Hill will have to look at the agreement with Coeur in the future, as he doesn't have the staff to continue providing the level of service that we have been.

The crew also fixed a washout on Iron Mine Road that was pretty bad. While helping Humboldt County in Grass Valley, they got a blade and a plow stuck. There is still a blade stuck up there today.

Mr. Hill reported that the Imlay guys worked Sunday, December 26th plowing Grass Valley and Old Victory. They were also called out on New Year's Day to plow out an elderly resident.

Two employees are planning to take their CDL (Commercial Driver's License) tests in February.

LANDFILL & RECYCLING – Dan Hill was present.

Mr. Hill reported that the crew is doing a good job. The semi-annual report was done on January 1st. The transfer sites have slowed down. It was noted that there are two dumpsters at each one.

SENIOR CENTER – Mr. Rackley reported that Giselle is working in the kitchen today. Mr. Rackley stated that one of the buses was in an accident and is being repaired by the Road Department. They are still having issues with the custodian.

SALARY RESOLUTION, M. JIMENEZ: This item will be put back on the next agenda.

BUILDINGS AND GROUNDS – John Handka was present.

Mr. Handka reported that they were busy with ice and snow removal. They spent a few days working at the Jail, as pipes corroded in a few of the cells. D&D spent three or four days installing new pipe. Mr. Handka also reported that the Jail's water softener is under performing because of the amount

of water usage. The cost to replace it will be about \$4,500.00. He will submit a proposal for the next meeting. They are also having issues with their automatic gate.

Mr. Handka stated that one of the beacon lights at the Airport is out. He has the bulbs and will get it replaced. The crew is also busy working on taking the Christmas decorations down. A sink was also fixed at the Senior Center.

Mrs. Shank asked about the cleaning at the Senior Center. Mr. Handka stated that he is there every day. No one has reported an issue to him. If they would call him when there is an issue, he could come see what the problem is.

FIRE / AMBULANCE DEPARTMENTS –

AMBULANCE REPORT / LOVELOCK FIRE: Chief Wilcox and Marti Nolan were on Zoom.

Chief Wilcox did not have anything to report. He is currently out of town. He asked about the advertising and hiring of the EMS Coordinator. It will be on the next agenda. Mrs. Hudson asked about the December call report. Mrs. Nolan will send it today. Mrs. Nolan also asked about the transfers to the Airport. It was approved for one attendant at \$150. She asked if two go if they could split the amount. An item will be put on the next agenda for discussion.

Mrs. Shank asked about the SAFER Grant. Mr. Shields stated that the intention was to have an agenda item for discussion today, but it didn't make it on the agenda. He will make some recommendations during his Legal Counsel update.

COMMUNITY CENTER – Mrs. Hudson stated that she had a meeting with Diane Munden after an issue with cleaning came up. Ms. Munden doesn't have an issue with Mr. McKinney, the custodian; however, she isn't having him clean the kitchen floors as she would rather do it herself. There have been a few complaints, but she has been handling things very well. Mr. Abbott will get with her and show her how to update the calendar on the County's website.

IT DEPARTMENT – Mr. Abbott stated he didn't have anything to report as he has been on vacation.

Approval to advertise/hire IT Technician and set salary: Mr. Abbott did meet with Mrs. Wesner regarding the job description. Mrs. Childs has also spoken to Mrs. Wesner regarding the salary and she did have a recommendation.

Mr. Rackley made a motion to approve advertising and hiring an IT Technician. Motion seconded by Mrs. Shank and passed.

Mrs. Donaldson stated that the new phones cut out a lot. Mr. Abbott is working on a solution. Mrs. Childs also stated that the last billing for the Admin Building from AT&T is pretty high. Mr. Abbott will meet with Mrs. Childs Monday to go over them.

ECONOMIC DEVELOPMENT – Heidi Lusby-Angvick was present via Zoom.

Mrs. Lusby-Angvick and Jan Morison completed their 2nd quarter Governor's Office of Economic Development Report. Mrs. Lusby-Angvick also reported that she switched offices with the Water District, which afforded her a lot more storage. She is working on coordinating the "First Tuesday Business Brunches". She is planning for the first one to be held on March 8th. AT&T will be sponsoring the first brunch. She is also working on the Technical Assistance Grant through Brownfields.

Mrs. Lusby-Angvick also stated that she has an HR issue she would like to speak with Mrs. Hudson and Mrs. Wesner about.

ELECTED DEPARTMENTS:

LACEY DONALDSON, CLERK-TREASURER – Mrs. Donaldson did not have an update.

Approval of corrections/changes to the Tax Roll: Mrs. Donaldson gave the Board a correction for Account #MM000069, Florida Canyon.

Mrs. Shank made a motion to approve the correction as submitted. Motion seconded by Mr. Rackley and passed.

RENE CHILDS, RECORDER-AUDITOR – Mrs. Childs gave the Board the month end reports. They are working on year-end payroll and Mrs. Childs has been busy with budget prep.

LAUREEN BASSO-CERINI, ASSESSOR – *NRS 361.300, Time and manner for completion of secured tax roll; list of taxpayers and valuations; notice of assessed valuations:* Mrs. Shank made a motion to acknowledge the completion of the Secured Tax Roll; list of taxpayers and valuations and Notice of Assessed Valuations. Motion seconded by Mr. Rackley and passed.

Salary Resolutions, J. Hill and M. Root: Ms. Basso-Cerini will work with HR and this will be put on next agenda.

Ms. Basso-Cerini spoke about the third party that printed the Notice of Assessed Values. There was some software issue where the land values for 21-22 were reset to historical values. Devnet is looking into it. If it was indeed a software issue, she will push back on them to pay for the mailing of the corrected assessments.

PROCLAMATIONS AND AWARDS: RADON PROCLAMATION, JANUARY 2022 – Mrs. Shank made a motion Proclaiming January 2022 National Radon Action month. Motion seconded by Mr. Rackley and passed.

BOARD APPOINTMENTS/RESIGNATIONS: LIBRARY BOARD OF TRUSTEE RESIGNATION – There was no information in the packet.

DERBY FIELD AIRPORT: Mr. Rackley stated that we are getting another grant with American Rescue Funds in the amount of \$22,000.00. Mr. Rackley is working with Mr. Shields on two hanger lease agreements. He also visited with the Assessor's office regarding the square footage of the lots.

NEVADA DIVISION OF WATER RESOURCES: APPROVAL OF FY JULY 1, 2022 TO JUNE 30, 2023 BUDGET FOR THE HUMBOLDT RIVER DISTRIBUTION IN THE AMOUNT OF \$94,856.97 – Mrs. Shank made a motion to approve the FY July 1, 2022 to June 30, 2023 budget for the Humboldt River Distribution in the amount of \$94,856.97. Motion seconded by Mr. Rackley and passed.

MUSEUM BOARD: REQUEST FOR APPROVAL TO ADVERTISE/HIRE AN ADMINISTRATIVE CLERK I (19 HOURS PER WEEK) POSITION – Mrs. Childs noted that the position is currently budgeted for 750 hours; however, their overall ending balance is under budget, so she doesn't feel it will be a problem. Mrs. Hudson asked when the Museum would be open. Mrs. Shank stated that they are currently working on a schedule with specific hours and days. They are also looking at weekends.

Mr. Rackley made a motion to approve the advertising and hiring of an Administrative Clerk I, 19 hours per week, position at the Museum. Motion seconded by Mrs. Shank and passed.

The meeting recessed at 9:25 a.m. for a Litigation meeting and reconvened at 9:40 a.m.

UPDATE FROM EMERGENCY MANAGEMENT RELATING TO COVID-19; LIST OF PROPOSED PROJECTS, PRIORITIZING AND CHANGING/AMENDING THE PROJECTS FOR ALLOCATION OF THE COVID-19 AMERICAN RESCUE PLAN FUNDING FOR PERSHING COUNTY IN THE AMOUNT OF \$1,306,252.00: Mr. Rackley gave an update on the Derby Field water project, stating that three invoices have been paid. Mr. Shields and Mr. Rackley are working on bid documents for the Rye Patch firehouse and the bids are going out for the Grass Valley brush truck.

PUBLIC DEFENDER: Steve Cochran was present.

It was noted that the Board was given the monthly case report. Mr. Cochran stated that everything is going as normal. There is a potential for the Department of Indigent Defense to create new positions. They are also looking for funding to place computers in jails for inmate use.

Mr. Shields stated that the Board needs to start looking at preparing for July 1st when Mr. Cochran will need emergency staff to be on call as defendants must be seen within 24 hours after their arrest. Justice Court and the DA's office will also need to have staff available. Mr. Cochran stated that appearing remotely would be helpful. Initial appearance used to be 48 business hours and they changed it to 24 hours. Mr. Shields also stated that another law change allows neighboring Justices to sit if ours is unavailable.

REPORT FROM LEGAL COUNSEL: Mr. Shields stated that the bid documents have been prepared for the Grass Valley brush truck. He is working with Mr. Rackley on the Rye Patch Firehouse expansion. He has received the lease agreement back from Tom Adams, Seven Troughs Distilling; however, Mr. Adams would like it effective January 1, 2022. There will be an item on the next agenda to approve the new date.

In regard to the SAFER grant, Mr. Shields would like a special meeting or workshop so the Board can talk about strategic planning or a business plan, so that next year we are in a better position to apply for this grant. The application window opened January 3rd and closes February 4th. This is too quick of a turn-around for us to effectively complete the application.

REPORT FROM ADMINISTRATIVE ASSISTANT / HR REP: APPROVAL FOR COMMISSIONER SHAYLA HUDSON TO ATTEND THE NEVADA WATER RESOURCES ASSOCIATION CONFERENCE IN LAS VEGAS, NV FEBRUARY 1-3, 2022 – Mrs. Shank made a motion to approve Mrs. Hudson's attendance at the Nevada Water Resources Association Conference in Las Vegas February 1-3, 2022. Motion seconded by Rackley and passed.

PLANNING AND BUILDING DEPARTMENT / IMLAY WATER / PERSHING ELECTRIC: James Evans was present.

Mr. Evans submitted his monthly reports. There will not be a Planning Commission meeting tonight as nothing was submitted.

REVIEW OF THE STATEMENT OF QUALIFICATION SUBMITTED BY FARR WEST ENGINEERING AND APPROVAL TO AUTHORIZE FARR WEST ENGINEERING TO MEET WITH COUNTY PERSONNEL TO DETERMINE THE PRIORITIES FOR THE IMLAY WATER SYSTEM AND IDENTIFY POTENTIAL FUNDING SOURCES – Mr. Evans stated that he advertised in the Lovelock Review-Miner as well as the Reno Gazette. Farr West was the only company to submit Qualifications. Corbin McFarlane was present on behalf of Farr West. An application will be made with the State Revolving Fund and the USDA. Mr. McFarlane stated that there should be a high likelihood of success with all the Recovery Funding. They will put together some different solutions for the Board to review. The Preliminary Engineering Report has to be completed prior to applying for funding.

Mr. Rackley made a motion to proceed with Farr West Engineering to meet with County personnel to determine the priorities for the Imlay Water System and identify potential funding sources. Motion seconded by Mrs. Shank and passed.

Mr. Shields has been trying to reach out to Stantec, but hasn't gotten a call from anyone. Mr. Shields will follow up. Mr. Evans stated that Cynthia Albright has formed an LLC. If we want to continue with her, she will get a business license. Mr. Shields stated that the Board did authorize ending the contract with Stantec and contracting with Ms. Albright.

ITEMS FOR FUTURE AGENDAS: The Board would like an item on the next agenda to discuss the implementation and budgeting for the 24 hour first appearance rule, which takes effect July 1, 2022.

CORRESPONDENCE: There was no additional correspondence.

BOARD MEMBER REPORTS, BOARD LIAISON REPORTS: Mrs. Shank attended the Hospital Board meeting. Cindy Hixenbaugh, Hospital Administrator, has submitted her resignation, but will stay until her replacement is in place.

Mrs. Hudson reported that she has a meeting with the Navy on Monday.

Mr. Rackley reported that the TV Board has a meeting next Tuesday. The Volunteer Advisory Board is working on scheduling a meeting.

PUBLIC INPUT: There was no public input at this time.

The meeting recessed at 10:16 a.m. to review vouchers and reconvened at 10:31 a.m.

APPROVAL OF VOUCHERS: Mrs. Shank made a motion to approve the vouchers with the exception of a voucher for Vendor #521, BSL Electric. Motion seconded by Mr. Rackley and passed.

Mrs. Shank made a motion to approve the voucher for Vendor #521, BSL Electric. Motion seconded by Mr. Rackley. Mrs. Hudson abstained. Motion carried.

As there was nothing further to come before the Board, the meeting adjourned at 10:32 a.m.

Approved 2/16/22: _____ /s/
Shayla Hudson, Chairwoman

Attest: _____ /s/
Lacey Donaldson, Clerk