

## SEPTEMBER 7, 2022

The meeting was called to order at 8:30 a.m. by Shayla Hudson, Chairwoman. Those present were Larry Rackley and Carol Shank, Commissioners; Bryce Shields, District Attorney; Karen Wesner, Administrative Assistant; Lacey Donaldson, Clerk; and Amanda Burrows, IT.

**APPROVAL OF MINUTES:** Mrs. Shank made a motion to approve the minutes from the regular meetings of July 6, 2022, July 20, 2022, and August 3, 2022, as submitted, noting that the July 6<sup>th</sup> minutes are past the 45 day deadline. Motion seconded by Mr. Rackley and passed.

**PUBLIC INPUT:** There was no public comment.

**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:** Mr. Rackley made a motion that no agenda items impose a direct and significant economic burden on a business or directly restrict the formation, operation, or expansion of a business. Motion seconded by Mrs. Shank and passed.

### **UNCLASSIFIED DEPARTMENTS:**

**ROAD DEPARTMENT** – Dan Hill was present.

Mr. Hill reported that since the last meeting they had a COVID outbreak. Mr. Hill met with Coeur regarding the plans for this winter. He also met with SNC (Sierra Nevada Construction) to get a quote to pave the parking lot behind the Admin Building. He has been working with Mr. Medeiros on getting his CDL. Mr. Medeiros has also completed his flagger training. Mr. Hill also reported that they are getting gravel from RHB (Road and Highway Builders) for Imlay. They also started a tree trimming project, but it was too hot.

*Approval to go to bid for new 4,000 gallon water truck:* Mr. Hill stated that two of the current trucks are unsafe. He has \$100,000 in the Road Department budget, so we would need to finance the rest. Mrs. Childs stated that there is also \$100,000 budgeted in the Option Tax. The payment for the new motor grader will come out of that as well, which would leave about \$25,000 for another payment. Mrs. Childs stated that she is worried about the Road Fund balance. Mrs. Shank stated that part of the funding could come out of the Option Tax with the balance from the Road Department.

Mrs. Shank made a motion to approve going out to bid for a new 4,000 gallon water truck for the Road Department. Motion seconded by Mr. Rackley and passed.

**LANDFILL & RECYCLING** – Dan Hill was present.

*Approval to go to bid for drilling/blasting at the Landfill:* Mr. Hill stated that he has \$35,000 budgeted.

Mrs. Shank made a motion to approve going to bid for drilling/blasting at the Landfill. Motion seconded by Mr. Rackley and passed.

Mrs. Shank stated that a load was supposed to be picked up at the Recycling Center, but she hasn't been down to check yet.

**SENIOR CENTER / VOLUNTEER COORDINATOR** – Christina Larsen was present.

Ms. Larsen gave the Board her monthly update and Newsletter. They raised approximately \$1,000 from their garage sale for the Transportation fund. They took a bus to

Burning Man and the trip went well. The meal numbers are staying consistent. Ms. Larsen will be trying out serving breakfast two days this month to see what the numbers look like. She is asking the community to make fall wreaths to donate for a silent auction. Ms. Larsen also stated that she still needs a relief cook, but the employees in place are a good team.

**BUILDINGS & GROUNDS** – John Handka was present.

Mr. Handka reported that they have been working on all the air conditioners in the Courthouse, replacing filters, spraying weeds, replacing broken sprinklers, etc. Mr. Rackley asked if the signs regarding metal detecting were taken down. Mr. Handka stated that he did. He also stated that he was instructed by the Board previously to put them up. Mr. Rackley didn't think the Board had a problem with metal detecting. Mrs. Shank remembers the discussion and they didn't want people digging up the park. It will be watched and if an issue arises it will be addressed.

Mr. Rackley stated that the Airport Advisory Board recently had a meeting and couldn't get into the building. It was noted that Mr. Gonsalves and Mr. Valtierra let them in. Mr. Handka didn't feel it was appropriate for people to have keys to that building, but Mr. Rackley would like a key. Mr. Shields stated that it is irregular for Commissioners to have keys to buildings. If they want to make an exception it should go on the agenda. Mrs. Shank felt if they need in, Mr. Handka should accompany them. Mrs. Hudson agreed.

*Bench with logo and flag for the Veterans Flag corner in the amount of \$1,621.36 to be paid from Park Maintenance budget:* Mrs. Shank made a motion to approve the purchase of a new bench for the Veterans Flag corner in the amount of \$1,621.36 to be paid for out of the Park Maintenance budget. Motion seconded by Mr. Rackley and passed.

*Fire Protection equipment (smoke, heat, and detector base) for the Senior Center in the amount of \$2,169.81:* It was noted that this would come out of the Fire and Safety, Buildings and Grounds budget.

Mrs. Shank made a motion to approve the purchase of the fire protection equipment for the Senior Center in the amount of \$2,169.81. Motion seconded by Mr. Rackley and passed.

Mrs. Hudson asked if Mr. Handka had heard from NV Energy regarding the Senior Center. He has not. Mrs. Hudson asked that he call them weekly until we have a resolution.

**PERSHING COUNTY FIRE/AMBULANCE** –

*AMBULANCE REPORT:* Marti Nolan was present via Zoom.

Mrs. Nolan stated that from August 17<sup>th</sup> till August 30<sup>th</sup> they have had 37 calls. So far this month they've had 18 calls. They were having an issue with the Hospital wanting them to return patients to their homes after they were brought in for an emergency. Chief Wilcox has spoken to them. It was noted that they are still waiting on the State to approve their EMR class.

*LOVELOCK FIRE:* Chief Rodney Wilcox was present.

Mrs. Hudson asked about the transport issue. Chief Wilcox stated that one was with the Retirement home as they don't have transportation. Mrs. Nolan is working with Sharp to see if we can bill for it. Chief Wilcox reported that he has the specs for the new ambulance. He has spoken with three different companies, and since he first began this process, the price has increased to \$250,000. They are also two years out. Mrs. Shank stated that we have discussed increasing our rates. She would like to see a comparison with "like" counties.

Chief Wilcox also reported that he currently has 19 firefighters. All physicals are up to date. Of the 19, 14 are EMTs, and 5 are driver-onlys.

Chief Wilcox stated that he needs to speak with James Evans about better communication regarding business licenses. He also mentioned the business licenses for Burning Man. Chief Wilcox will meet with DA Shields to discuss further.

It was also noted that there was a Chiefs meeting last week. They discussed grants and fire districts. Mr. Rackley stated that they also set meeting dates to discuss the 5 year plan and the training schedule.

COMMUNITY CENTER – Mrs. Shank asked if there is an evaluation form that the users complete after an event. If there isn't, it might be helpful. Mrs. Hudson stated that she would be requesting Ms. Munden to do walk-throughs before and after each event.

IT DEPARTMENT – Amanda Burrows was present.

Mrs. Burrows reported that they are making progress every week on the various projects. Mrs. Burrows stated that they were able to connect to the BLM's CAD system at Burning Man. New servers were installed in the DA's office and at the Annex.

*Feedback on design refresh for pershingcountynv.gov:* No discussion.

*Renewal of Office 365 annual subscription for 75 online & desktop (G3) and 25 online only (G1) licenses in the amount of \$22,125.00:* Mrs. Childs stated that she spoke with Mr. Abbott. The budget only has \$19,000. She instructed him to watch his other line items to cover the additional amount.

Mrs. Shank made a motion to approve the annual renewal of the Office 365 subscription for 75 online and desktop licenses and 25 online only licenses in the amount of \$22,125.00. Motion seconded by Mr. Rackley and passed.

ECONOMIC DEVELOPMENT – Heidi Lusby-Angvick was present.

Mrs. Lusby-Angvick reported that she attended the Brownfields Grant Conference in Oklahoma City in August. Mrs. Lusby-Angvick stated that she is helping get everything put together for the Nevada 95/80 Futures Conference, which will be on October 26<sup>th</sup> at 12:30 at the Winnemucca Boys and Girls Club.

*Review and approve the certified sites document submitted by Converse Consultants:*

Mrs. Lusby-Angvick explained that they are focusing on these properties in the Industrial Park. This will finish up the funding in the original Brownfields grant.

Mrs. Shank made a motion to approve the certified sites document submitted by Converse Consultants as presented. Motion seconded by Mr. Rackley and passed.

*Approval to attend Governor Sisolak's Infrastructure Summit on September 30, 2022; approval of higher room rate and use of county vehicle; Approval to attend 2022 NACO (Nevada Association of County Officials) Conference, registration, travel/mileage, higher room rate:* Mrs. Lusby-Angvick stated that the Infrastructure Summit is in Las Vegas, and she feels it is important that Pershing County is represented.

Mrs. Shank made a motion to approve Mrs. Lusby-Angvick's attendance at Governor Sisolak's Infrastructure Summit on September 30, 2022, to include approval of the higher room rate and use of the county vehicle and her registration, mileage, and higher room rate to attend the NACO Conference in Storey County. Motion seconded by Mr. Rackley and passed.

*Start Ordinance for C-PACE financing as a source of financing for businesses:* Mrs. Lusby-Angvick sent information of C-PACE to Board. Ralph Rund, West Coast Salmon, also spoke about it at the last Commission meeting. The First Reading of an Ordinance will be on the agenda for next meeting.

**PUBLIC HEARING ON PROPOSED ORDINANCE 352 ESTABLISHING CHAPTER 8.42 ENTITLED SMOKING PROHIBITED; PROVIDING FOR THE TITLE OF THE ORDINANCE; PROVIDING FOR THE PURPOSE OF THE ORDINANCE; PROVIDING FOR THE PROHIBITION OF SMOKING AND TOBACCO USE AT OR NEAR CERTAIN PUBLIC RECREATION FACILITIES; PROVIDING FOR THE PENALTY IMPOSED FOR A VIOLATION; PROVIDING FOR AN ADMINISTRATIVE ASSESSMENT; AND OTHER MATTERS PROPERLY RELATED THERETO:** Wendy Nelsen, Frontier Community Coalition spoke in support of adoption.

Mrs. Shank made a motion to adopt Ordinance #352, establishing Chapter 8.42 entitled smoking prohibited; providing for the title of the ordinance; providing for the purpose of the ordinance; providing for the prohibition of smoking and tobacco use at or near certain public recreation facilities; providing for the penalty imposed for a violation; providing for an administrative assessment; and other matters properly related thereto. Motion seconded by Mr. Rackley and passed unanimously.

**PUBLIC DEFENDER’S OFFICE:** Mayra Madrigal was present.

Ms. Madrigal reported that August was business as usual. They have eight new cases and closed five. September will be busy due to Burning Man.

**ELECTED DEPARTMENTS:**

**LACEY DONALDSON, CLERK-TREASURER** – Mrs. Donaldson reported that the office has quieted down a bit, with tax payments ebbing off. Mrs. Donaldson offered employment to an individual yesterday, and she will start next Monday, September 12<sup>th</sup>. Mrs. Donaldson is working on General Election deadlines, with Military ballots having to be out by the end of the month. Mrs. Donaldson and Mrs. Medeiros will be attending the annual County Fiscal Officers Association (CFOA) Conference from September 27<sup>th</sup> through the 30<sup>th</sup> in Las Vegas.

*Approval of corrections/changes to the Tax Roll:* The following corrections were presented to the Board:

APN #007-271-09	Johnson
APN #009-200-03	Brown
APN #007-291-04	Popejoy
APN #007-271-35	Johnson
APN #001-063-12	McGuinness
APN #009-600-11	Brown
APN #012-090-03	Rodrigues
APN #012-090-21	Michaud Trust
LF#000064	Rye Patch State Park
MH#002109	NV Division of State Parks

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

**RENE CHILDS, RECORDER** – Mrs. Childs gave the Board her month end reports. She will be cutting off old year expenses soon.

*Salary Resolution, C. Snodgrass:* Mr. Rackley made a motion to approve the Salary Resolution for Chris Snodgrass, moving her from an Administrative Clerk II, Range 26, Step O

to an Administrative Clerk II, Range 26, Step Q, effective September 17, 2022. Motion seconded by Mrs. Shank and passed.

Mrs. Childs stated that her twin granddaughters were born at the end of August, so she will be in an out of the office.

**BRYCE SHIELDS, DISTRICT ATTORNEY** – *Approval to hire part-time attorney to handle Burning Man cases for a salary of \$40,000.00:* Mrs. Shank made a motion to approve the hiring of a part-time attorney to handle Burning Man cases for a salary of \$40,000.00. Motion seconded by Mr. Rackley and passed.

**JERRY ALLEN, SHERIFF** – Sheriff Allen reported that there are probably 10,000 people still on playa. He still has one vacant deputy position and a vacant records clerk position.

*Approval of out of state travel / higher room rates for training 2 deputies in Idaho, October 30 to November 5, 2022, and 1 deputy in New Mexico, October 1 to October 5, 2022:* Mrs. Shank made a motion to approve the out of state travel and higher room rate for two training sessions as presented. Motion seconded by Mr. Rackley and passed. Sheriff Allen stated that the correct dates for the second training is November 1-5.

*Salary Resolution, Z. Newman:* Mrs. Shank made a motion to approve the Salary Resolution for Zachary Newman moving him to a Range 11, Step 2 effective August 29, 2022. Motion seconded by Mr. Rackley and passed.

*Discussion regarding moving video surveillance monitors to the Law Enforcement facility:* Mrs. Hudson felt these should be moved under the purview of Law Enforcement. Sheriff Allen stated that they did have access in the past, but when they got new computers, they lost that access. Sheriff Allen stated that it is easier for Mr. Handka to pull whatever footage is needed. Mrs. Shank stated she has had several complaints that they are just being used to watch employees and not for security purposes. Mr. Rackley also feels it should be moved to the Sheriff's office. Mrs. Burrows stated that she and Mr. Abbott would have to discuss what it would take to move the equipment. This item will be put back on a future agenda.

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

Mr. Evans stated that there is no Planning Commission tonight, but a special meeting is scheduled for September 28<sup>th</sup> to review the final draft of the Master Plan update. Mrs. Hudson stated that the Imlay presentation by Cynthia Albright went much better than the one in Grass Valley. Imlay residents are still very concerned about their water. Mr. Evans stated that the Road Department has been using water for some road projects. Mrs. Pinkston is the first customer in line, so she feels the brunt of any fluctuations. Mr. Evans also reported that Farr West is still looking for other grant opportunities for the Imlay Water project as well.

Mrs. Hudson stated that we need to start the process to raise the Imlay water rates, asking what needs to be done. Mr. Evans agrees, but feels we should wait until we have updated the system. Mrs. Shank agreed. Mrs. Shank would like an outline of what steps need to be taken when we do move forward.

**DERBY FIELD AIRPORT:** Mr. Rackley reported that there was an Airport Advisory Board meeting last week. They have a list of ten items that they will be prioritizing.

**REPORT FROM ADMINISTRATIVE ASSISTANT / HR REP:** APPROVAL FOR HIGHER ROOM RATES FOR COMMISSIONERS/STAFF ATTENDING THE 2022 NEVADA ASSOCIATION OF COUNTIES CONFERENCE – Mr. Rackley made a motion to approve the higher room rate for those attending the NACO Conference. Motion seconded by Mrs. Shank and passed.

**ITEMS FOR FUTURE AGENDAS:** No additional agenda items were discussed.

**CORRESPONDENCE:** There was no correspondence discussed.

**BOARD MEMBER REPORTS; BOARD LIAISON REPORTS:** Mr. Rackley stated that in regard to the TV Board, he met with Fox 11, which we have been having problems with. It was determined that a part needs to be replaced and he is working on getting it ordered.

Mrs. Shank had nothing to report. Mrs. Hudson will be absent from the next meeting, but will attend via Zoom. Mrs. Hudson stated that both her water meetings are coming up. The next meeting with the Navy will be in October.

Mrs. Shank will go to Grass Valley for their September meeting. Mrs. Hudson spoke with Mr. Handka about regular maintenance at the Imlay and Grass Valley Community Centers. He told her they do their own. Mr. Rackley stated the fire departments do, but not the community centers. Mrs. Shank will have each center email maintenance lists to Mr. Handka.

**MUSEUM BOARD:** Bonnie Skoglie, Wendy Nelsen and Kelly Thompson were present.

Ms. Thomson stated that a ghost hunting crew was at the Museum for 3 days. The episode is supposed to air around November 3<sup>rd</sup>. Ms. Thompson also reported that since the first of June the Museum has received \$4,958.25 in donations. 123 people have been through the Museum since June and each tour takes about 1 hour. Ms. Thompson stated that her daughter-in-law is getting set up as a county volunteer and will be able to help with tours as well. The Museum's Facebook page is also seeing a lot of traffic. There was discussion about a communication issue with Buildings and Grounds, as Museum staff were unaware that Mr. Handka doesn't use the County's email account.

Mrs. Skoglie gave an update in regard to opening a gift store. To start, they will use Gift Fund money to make t-shirts to sell. They have also asked the BLM to make 3D arrowheads. Mrs. Skoglie stated that they will have to charge sales tax, so she is looking into that. She also spoke about the Nevada State Museum's Native American display. They would like to move it to the firehouse, but it has to be secure. Remodeling of the 1930's house is going slow, but they are trying to get the roof and sides on by November.

Mrs. Skoglie stated that they would like the Commission to consider increasing the admin position to full-time in the future. They were instructed to make the request during the next budget cycle.

Mrs. Nelsen gave an update on a grant that they have. Funds were used to produce a commercial that will air after election season. They also made a promotional video for the County.

**POINT OF CONTACT FOR DEPARTMENT OF INDIGENT DEFENSE SERVICES:** Mr. Shields stated that there are a couple reports that have to be submitted. The

information for those reports is available in the Auditor's office, the Court Administrator's office, and the Public Defender's office. Mr. Rackley asked about leaving the point of contact in the DA's office. Mr. Shields feels that creates a conflict as he is the prosecutor. Mrs. Shank asked about designating the Commission office. Mrs. Wesner asked why it couldn't stay within the court, and recommended the Court Administrator's office. Mr. Shields stated that the District Court needs to be involved in the conversation. Mrs. Hudson would like this on the next agenda, requesting that the Public Defender's office and the Court Administrator be involved in the discussion.

The meeting recessed at 11:10 a.m. for a Litigation meeting and reconvened at 11:24 a.m.

**LANDFILL ASSESSMENT APPEAL FORM:** Mrs. Hudson stated that the Ordinance for the Landfill fees states that the Assessor "shall" approve or deny requests. Several appeal forms were given to the Commission. Mr. Shields stated that is correct. The appeal process has not changed since the inception of the fees. Mr. Shields stated that the appeal needs to start with the Assessor's office. If they determine the assessment was calculated correctly and the owner still wants to appeal, then it would come before the Commission.

Mrs. Shank asked who was going to give the appeals back to the Assessor and speak with her about the process. Mr. Shields stated that he needs to speak with her about another matter, so he would do it.

**REPORT FROM LEGAL COUNSEL:** Mr. Shields did not have anything to report.

**PUBLIC COMMENT:** There was no public comment.

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

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

As there was nothing further to come before the Board, the meeting adjourned at 11:41 a.m.

Approved 10/19/22: \_\_\_\_\_/s/  
Shayla Hudson, Chair

Attest: \_\_\_\_\_/s/  
Lacey Donaldson, Clerk