

OCTOBER 19, 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 Justin Abbott, IT.

APPROVAL OF MINUTES: Mrs. Shank made a motion to approve the minutes from the regular meeting of September 7, 2022, as submitted. Motion seconded by Mr. Rackley and passed.

PUBLIC INPUT: There was no public input 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: 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 he drew up the bid documents for a water truck. He also reported that the crew finished hand-patching Tungsten. They also did some patching up Coal Canyon. A down tree was also cleaned up on Old Victory. Mr. Hill also marked some blow-outs out in the West side of the county. The Grass Valley transfer station has been cleaned up twice since the last meeting and they will be going out to do it again.

Mr. Rackley spoke about the Federal grant he applied for to fix Grass Valley Road. The application was approved; however, they wanted to know how we were going to pay the grant match. The match would be 25%, or \$750,000. After speaking with Mrs. Childs, we will not be going forward with this application.

Salary Resolution, M. Hudson: Mrs. Hudson stated that she would be abstaining from this discussion as Mollie is her Daughter-in-law.

Mr. Rackley made a motion to approve hiring Mollie Hudson at an advanced step, starting her as an Administrative Clerk I, Range 23, Step 6. Motion seconded by Mrs. Shank. Mrs. Hudson abstained. Motion carried.

LANDFILL AND RECYCLING – Dan Hill was present.

Mr. Hill reported that they are hauling in a lot of stuff from Grass Valley. He also reported that he needs to schedule the blasting. There was some discussion about the dumping in Grass Valley. Mr. Hill stated that he wanted to put an employee up there, but then the haul rates doubled.

BUILDINGS AND GROUNDS – John Handka was present.

Mr. Handka reported that they have been taking care of the lawns, leaves, etc. They will begin winterizing the water lines.

Mrs. Shank asked if he had an update about the electrical upgrades for the Senior Center. Mr. Handka stated that he has left several messages at NV Energy, but has gotten no response. Mrs. Shank stated that the grant also includes \$12,000 for a stand-by generator. She wanted to make sure that gets ordered. The grant must be completed by June 30, 2023.

Discussion regarding moving all phone lines involved with all alarm systems to a cell based service: Mr. Handka stated that currently the alarm systems are tied to various numbers. When connectivity is lost, for various reasons, Mr. Handka gets notifications that the alarm is down. Mr. Abbott would also like to see this changed as well. He also stated that this would reduce the amount we pay to AT&T. The Board was in agreement with Mr. Handka moving forward in getting prices, etc.

Mrs. Shank asked what the status of the security cameras is. Mr. Handka stated that he has not been watching them, nor has he touched them. Mr. Abbott is in contact with FCC and is working on it. Mrs. Hudson wanted to ensure that Mr. Handka would still have access. Mr. Abbott doesn't know the ins and outs yet, but stated that other people will have access as needed.

PERSHING COUNTY FIRE / AMBULANCE DEPARTMENTS –

AMBULANCE REPORT: Marti Nolan was present via Zoom.

Mrs. Nolan reported that they have had 20 calls since the last meeting. They approved the acceptance of a new member, and she is working on her training. The EMR (Emergency Medical Response) course is starting on November 4th. Six members of the Lovelock Department have signed up, along with one from Imlay and some employees from Coeur.

Mrs. Shank asked for an updated written report.

GRASS VALLEY FIRE: Chief Sean Burke was present.

Chief Burke reported that they have 15 members, with one new applicant being considered. This year they've responded to approximately 65 calls. Budget is looking good. All apparatus are in good condition. Their training program is on schedule. Chief Burke taught a continuing education program in Lovelock last night, and will be holding the same class in Grass Valley as well. Chief Burke also spoke about the EMR class. It will be Friday nights and all day on Saturdays for a total of 50 hours. Chief Burke also reported that they held a Chiefs' meeting in Imlay last Friday. All departments are actively working on their 5 year plans.

EMERGENCY MANAGEMENT / LEPC – Sean Burke was present.

Mr. Burke reported that he attended the State DEM (Division of Emergency Management) workshop and their Hazard Assessment process in September. This is the first year they've held this workshop and it was an outstanding networking opportunity. Mr. Burke also reported that the quarterly LEPC meeting was held on October 5th. They spoke about the draft two-year training exercise schedule. They also conducted a flu pod in conjunction with the State Health Nurse's office on October 7th. Participation was pretty good. Mr. Burke also reported that the State has hired a new health nurse to cover Humboldt and Pershing counties.

Mr. Burke also attended a meeting with the Humboldt County Emergency Manager, Humboldt County first responders, and a representative from West Coast Salmon.

Mr. Burke gave an update on grants. We currently have two SERC (State Emergency Response Commission) grants, OPTE (Operations, Planning, Training, Equipment) for \$28,990, and UWS (United We Stand) for \$29,588. Mr. Burke closed out last year's Emergency Management Performance Grant and is waiting on the official award for this year, which is \$24,000. He has also applied for two new grants, a Hazardous Material Planning Grant in the amount of \$10,843 to provide live fire propane training for all departments, and a Community Wildfire Defense Grant in the amount of \$20,000 to allow plan development for community wildfire protection.

Mr. Burke also reported that the EOC (Emergency Operations Center) at the Community Center is coming along. Mr. Burke asked about an emergency generator for the Community Center. Mr. Rackley stated that it has been discussed, but no action has been taken. Mr. Burke stated that since this is where our EOC is located, a generator is a necessity. Mrs. Shank stated that this should be included in the current ARPA funding. Mrs. Donaldson stated that as the Community Center is also the main

polling place for the County, it would be nice to have that added protection. Mr. Burke stated he will get a quote.

The County's health trailer was also discussed. Mr. Burke spoke with Tyson McBride at the Hospital. They used it last year to triage Covid patients. Mr. Burke told him that for now, we will leave it where it is. Mr. Burke will set up a meeting with the Clinic manager and the new CEO to see if they want this to continue. Mr. Burke would like to see it on the road more. He would like to do a flu pod in both Grass Valley and Imlay.

RYE PATCH FIRE – Mr. Rackley had a written report from Rye Patch. They've had 40 calls for the year, which were mostly medical calls.

SAFETY / CEMETERY – Cheryl Haas was present.

Ms. Haas also spoke about the flu pod that was held. She thanked all the volunteers. Ms. Haas has also been working with Marshall Smith at POOL/PACT to get re-certified for the Loss Control Excellence Program. We have not been certified since 2009. She has also emailed him the updated Safety Manual for review. There will be CPR/AED training on December 7th, 8th, and 9th at the Lovelock Firehouse. There will be two sessions a day, 9 a.m. to 12:00 p.m. and 1:00 p.m. to 4:00 p.m. The next Safety meeting will be Monday, December 12th.

In regard to the cemeteries, all the new signs have been installed. The Road Department spread gravel at the Unionville cemetery in the parking area. There are some trees at Big Meadow that need to be removed and Mr. Handka has hired someone to do that. Ms. Haas has asked Mr. Abbott to move the location of the cemetery webpage on the County's website so it is easier to find. Wreaths Across America will be laying wreaths on Veterans' graves on December 17th at Lone Mountain Cemetery. Ms. Haas reached out to Bonnie Skoglie to see if she could get a hold of the Clampers and ask if they would be interested in putting a plaque at the Chinese Cemetery.

Mr. Rackley stated that Mr. Burke has some information for Marshall Smith as well.

Ms. Haas also spoke about the Tri-County Health District. Trevor Rackley is working in the office in Lovelock. Ms. Haas has reached out to Shannon Ernst to see if there will be a press release, we can post.

IT DEPARTMENT – Justin Abbott was present.

Mr. Abbott stated that he is continuing work on AT&T issues. He has been trying to schedule time with an AT&T Technician to try to finish the configuration of the switch. Mrs. Burrows has been doing a lot of work at the Sheriff's office as well. Regarding the website redesign, Mr. Abbott didn't receive any changes or suggestions from the Board, so he has moved forward. He has been looking at what needs to migrate from the current site to the new one. They are continually moving forward on the phone project. There is an outage at the Community Center/Extension office. He has been on the phone with Star 2 Star trying to resolve the issue. Mrs. Shank asked if there was redundancy on the phone system. Mr. Abbott stated that not all the sites have those redundancies. Mrs. Hudson asked about Planning & Building. Mrs. Burrows has been working on it, but hasn't gotten anywhere yet. She has determined that there is a programming issue in the switch from Humboldt County on AT&T's side.

Mr. Rackley spoke about the security cameras. Mr. Abbott is working with FCC. Mrs. Burrows asked for clarification on what their responsibility will be. They will have access and be able to grant access. They will not be responsible for watching or getting footage.

Review of updated IT Policy: Mr. Abbott stated that he did not receive any feedback from the Board. Mrs. Shank stated that she hadn't seen anything. Mr. Abbott stated that he distributed his draft at the last meeting. This will be put back on the next agenda.

Mrs. Hudson asked if he had an update on finding a maintenance program. Mr. Abbott stated that unless Mr. Handka has something specific that he wants, he feels the best option is using the current ticket system he uses for IT. The Board would like Mr. Abbott to move forward with that option.

ECONOMIC DEVELOPMENT – *Request for approval to attend NDOT Conference in Reno, NV on November 8-10, 2022, and approval of higher room rate:* Mrs. Shank made a motion to approve the request for Mrs. Lusby-Angvick to attend the NDOT Conference in Reno, NV on November 8-10, 2022, including the higher room rate. Motion seconded by Mr. Rackley and passed.

ELECTED DEPARTMENTS:

LACEY DONALDSON, CLERK-TREASURER –

Approval of corrections/changes to the Tax Roll: Two corrections were submitted as follows:

MH #000343 Nancy Proper Adding Personal Exemption

APN #009-170-07 Jim & Patsy Brookshire Adding Exemption

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

A third correction was also provided to the Board for APN #009-511-18. This correction involves a current and a prior owner. Mrs. Donaldson asked DA Shields for his opinion. If it was just delinquent taxes, it would be the current owner's responsibility. Mr. Shields stated that he would like to review statute, but he also feels the costs would be the responsibility of the current owner. This will be put back on the next agenda. (See action taken on page 6, under Legal Counsel).

Landfill Assessment Appeals: Numerous Landfill appeals were submitted by Lauri Basso-Cerini, Assessor. Mrs. Hudson feels every property owner should have to pay the Landfill fees, whether it is a vacation home, etc. Mrs. Hudson also stated that they increased the assessment to keep the Landfill Fund from running in the red.

Mrs. Shank made a motion to not approve or exempt any of the Landfill appeals submitted to this date. Motion seconded by Mr. Rackley and passed.

Salary Resolution, S. Renfroe: Mr. Rackley made a motion to approve the Salary Resolution for Sarah Renfroe, moving her from a Salary Range 26-2 to a Salary Range 26-5 effective 9/30/22. Motion seconded by Mrs. Shank and passed.

RENE CHILDS, RECORDER-AUDITOR – Mrs. Childs stated that the audit is still ongoing. She also spoke about an email that she sent out regarding voucher submittal, timecard submittals, etc.

Mrs. Childs also spoke about some additional Federal funding the County was awarded. She and Mrs. Donaldson have spoken about it and feel it should be used for the Imlay water project and the Elected Official salary increase, if it is approved by the Legislature.

LAUREEN BASSO-CERINI, ASSESSOR – Ms. Basso-Cerini stated that they are moving along with the Ratio Study. The Department of Taxation has been very generous and have allowed them to correct some things that were found. Ms. Basso-Cerini has also been working with Devnet on a query for the Salmon Farm. Requests from the outside auditors have also been more onerous this year. Ms. Basso-Cerini will be attending the High School career fair in hopes of sparking some interest in County Government.

The Zoom connection was lost at 10:02 a.m. due to loss of our internet connection. It came back up at 10:04 a.m.

DERBY FIELD: AUTHORIZATION FOR AERO SEAT APPLICATORS, INC TO CONDUCT WILDLAND FIRE SUPPRESSION OPERATIONS FROM DERBY FIELD AIRPORT; APPROVAL OF INDEMNIFICATION AGREEMENT BETWEEN PERSHING COUNTY AND AERO SEAT APPLICATORS, INC: Mr. Rackley stated that we have had a lease agreement with Aero for three or four years. Mr. Shields stated that he requested that they add us as additional insured on their insurance, which they have done.

Mr. Rackley made a motion to approve the Indemnification Agreement between Pershing County and Aero Seat Applicators, Inc. as presented. Motion seconded by Mrs. Shank and passed.

Mr. Rackley spoke about Mrs. Donaldson's struggle getting a response from the FAA regarding grant reimbursements. He also received an email from Armstrong regarding our 2023 project. The FAA has a funding shortfall, and we won't be able to move forward with the taxi-way project at this time.

GRASS VALLEY ADVISORY BOARD: Paul Schlehr was present via Zoom.

Mr. Schlehr reported that they will be having Turkey Bingo on Friday, November 18th. Their next Advisory Board meeting is October 24th. Barbara Stanton from Veteran Services will be a guest speaker. Mr. Schlehr also stated that they have a copy machine in the office; however, every time they use it, the print heads have to be replaced. He also reported that the urinal in the bathroom has been fixed.

BOARD APPOINTMENTS / RESIGNATIONS: PERSHING COUNTY PLANNING COMMISSION – Two letters of interest were received. William McGrady and Nathalie Antus. It was noted that the open seat has to reside outside of the Lovelock Valley. Mr. McGrady lives in the City.

Mrs. Shank made a motion to appoint Nathalie Antus to the Pershing County Planning Commission, as the "outside the valley" representative. Motion seconded by Mr. Rackley and passed.

Mr. Evans spoke via Zoom questioning the "outside valley" designation. Mrs. Donaldson and Mrs. Wesner stated that the person has to live outside the Lovelock Valley, which Ms. Antus does. The seat is not designated to Rye Patch or Imlay. Mr. Evans also spoke about a meeting he and Mrs. Hudson had with the FDA regarding funding for the Imlay Water project.

Mr. Shields stated that Imlay and Rye Patch already feel disenfranchised. He suggested that before an appointment is made that someone reach out to those areas to see if anyone is interested in serving on the Planning Commission.

Mrs. Shank rescinded her motion appointing Ms. Antus. Mr. Evans will look at sending letters to the Imlay Water clients and the PCEU (Pershing Electric) clients. Mr. Abbott will also post something on the website.

APPROVAL OF RESOLUTION IN SUPPORT OF C-PACE (COMMERCIAL PROPERTY ASSESSED CLEAN ENERGY), WHICH IS A FINANCING APPROACH THAT PROVIDES 100% OF ENERGY-RELATED IMPROVEMENT COSTS, REPAID THROUGH A LONG-TERM PROPERTY TAX ASSESSMENT FOR COMMERCIAL REAL ESTATE PROJECTS: Mr. Shields gave the Board a draft Resolution. He also gave them information from when Reno and Las Vegas adopted a similar Resolution. NRS requires that the Commission adopt a "Program Guide". The Board also needs to appoint a Program Manager and Administrator. Others have hired a third-party administrator from Colorado. Mr. Shields stated that more research needs to be done prior to the Board moving forward. Mr. Shields would like this item to stay on the agenda so that we can continue discussion and it doesn't fall between the cracks. Mr. Shields also stated that the

Treasurer, Assessor and Recorder all need to be involved in the discussion. When the C-Pace Informational meeting was held, they all had other obligations. Mrs. Hudson suggested having a special meeting in December.

FIRST READING OF PROPOSED AMENDMENT TO CHAPTER 2.40 UPDATING THE LANGUAGE FOR THE BEREAVEMENT LEAVE FOR ELECTED AND UNCLASSIFIED EMPLOYEES: Mrs. Shank introduced Ordinance #354, updating the language for the bereavement leave for elected and unclassified employees.

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 the Board an updated spreadsheet. Mrs. Childs stated that she also has an increase to add to the Derby Field waterline project. Speaking about Mr. Hill's water truck bid, Mr. Rackley feels instead of financing we should pay part out of this and part out of the Road Department Fund. Mrs. Shank also feels a generator should be purchased for the Community Center.

The meeting recessed at 10:36 a.m. for a Litigation meeting and reconvened at 10:53 a.m.

REPORT FROM ADMINISTRATIVE ASSISTANT/ HR REP: Mrs. Wesner did not have anything to report.

MATTERS OF THE BOARD FOR DISCUSSION, BOARD MEMBER REPORTS, BOARD LIAISON REPORTS: Mr. Rackley reported that he will be going up Toulon Peak on Friday to help install new coax. He is also going up there on Tuesday with the company that is servicing the generator. There is a TV Board meeting on Tuesday. They will be discussing the lack of cooperation with Channels 4, 11, and 20.

Mrs. Shank did not have anything to report.

Mrs. Hudson stated that she has a meeting with the Navy next Tuesday.

ITEMS FOR FUTURE AGENDAS: Mr. Rackley asked Mr. Shields for clarification regarding notice periods, as he would like an item on a future agenda to terminate the contract with Mr. Heidemann. Mr. Shields stated that the notice period is 14 days.

REPORT FROM LEGAL: Mr. Shields reviewed the correction that was discussed under the Clerk-Treasurer's report. The new owners shouldn't be responsible for a correction prior to them owning the property.

Mrs. Shank made a motion to approve the correction on APN #009-511-16 for tax years 2021-22 and 2022-23, the period the current owners have had the property. Motion seconded by Mr. Rackley and passed.

Mrs. Shank made a motion to deny the correction for tax years 2019-20 and 2020-21. Motion seconded by Mr. Rackley and passed.

CORRESPONDENCE: Mrs. Hudson asked if Mrs. Shank or Mr. Rackley met with Danny Bax when he was in town. They did not. Mrs. Hudson stated he has asked to help with the Uprise project.

She has asked Mrs. Wesner to put him on the next agenda. There was some discussion about this being a conflict.

PUBLIC INPUT: There was no public comment.

APPROVAL OF VOUCHERS: Mrs. Shank made a motion to approve the vouchers with the exception of vouchers for Vendor # 276, Carol Shank and Vendor # 556, Larry Rackley. Motion seconded by Mr. Rackley and passed.

Mrs. Shank made a motion to approve the voucher for Vendor # 556, Larry Rackley. Motion seconded by Mrs. Hudson. Mr. Rackley abstained. Motion carried.

Mrs. Hudson made a motion to approve the voucher for Vendor # 276, Carol Shank. Motion seconded by Mr. Rackley. Mrs. Shank abstained. Motion carried.

As there was nothing further to come before the Board, the meeting adjourned at 11:13 a.m.

Approved 12/21/22: _____ /s/
Shayla Hudson, Chair

Attest: _____ /s/
Lacey Donaldson, Clerk