

DECEMBER 21, 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 October 19th and November 2nd, 2022, noting that they are past the 45 day deadline, and the December 5th, 2022 special meeting minutes, as submitted. Motion seconded by Mr. Rackley and passed.

PUBLIC INPUT: Marnie Benson, Director of Government Affairs for Burning Man, was present via Zoom. Ms. Benson introduced Katie Hoffman, Agency Relations Manager, who was present in person. Ms. Benson wanted to express Burning Man's appreciation for everything Commissioner Shank has done to help make the Burning Man event successful through the years. Ms. Hoffman presented Mrs. Shank a photograph of the 2022 Burning Man event.

Anne-Marie Sharkey, BLM acting District Manager, was present and introduced herself. Ms. Sharkey stated that she will be acting District Manager for the next two months. Her permanent position is Special Agent in Charge for Nevada. It was noted that Ester McCullough is retiring at the end of the month.

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 burden. Motion seconded by Mrs. Shank and passed.

UNCLASSIFIED DEPARTMENTS:

ROAD DEPARTMENT – Dan Hill was present.

Mr. Hill reported that he was unprepared for the recent snowstorm, but got on it as soon as they could. The crew also took CPR training. Blades are working throughout the county. Mr. Medeiros has been practicing for his CDL (Commercial Driver's License) test and learning how to blade. They had a potluck for Christmas last Friday. Mr. Hill also reported that he has been working with Marshall Smith at POOL/PACT. He and Mollee Hudson have also been working on renewing the gravel pit permits. The crew has also been replacing signs as needed.

Approval to hire temporary seasonal employee due to several employees out on leave: Mr. Hill has two employees out indefinitely. He has spoken with Mrs. Childs and will have to cut out some capital outlay projects from the budget to cover the additional expense. Mrs. Hudson stated her only concern was that the County policy says, "fewer than 20 hours per week or fewer than 120 consecutive working days". She questioned if that was enough time. Mrs. Shank also stated that the hours need to be monitored closely because of PERS (Public Employees Retirement System).

Mrs. Shank made a motion to approve the Road Department hiring a temporary seasonal employee due to several employees being out on leave. Motion seconded by Mr. Rackley and passed.

LANDFILL AND RECYCLING – Dan Hill was present.

Mr. Hill stated his new employee is doing well.

BUILDINGS AND GROUNDS – John Handka was present.

Mr. Handka thanked Mrs. Shank for the nine years he has worked with her. He reported that the crew has been working on some heater issues and racking leaves. They will be burning weeds at the Airport next week.

GRASS VALLEY FIRE DEPT – Chief Sean Burke was present.

Chief Burke reported that they currently have 15 members. They responded to 86 calls this year, which is a record for the department. Twenty-eight were fire calls/vehicle accidents and the rest were medical calls. Chief Burke also reported that Mrs. Donaldson set him up as a user through FEMA Go.

Approval to establish credit account at Love's Truck Stop, Winnemucca, for maintenance of equipment: Chief Burke explained that Love's is an authorized International truck repair center. It was noted that this is not a credit account and Mrs. Donaldson helped with the paperwork so that Love's can bill the Grass Valley Fire Department.

Mr. Rackley made a motion to approve the credit account at Love's Truck Stop, Winnemucca, for maintenance of equipment. Motion seconded by Mrs. Shank and passed.

EMERGENCY MANAGER / LEPC – Sean Burke was present.

Set meeting date for G402 training: Mr. Burke stated that the target date is February. All three County Commissioners need to attend. Mrs. Hudson stated that Mondays are better for her. Mr. Burke stated that it is a four hour class, and he will set the start time to 10:00 a.m.

Mr. Burke also reported that the Hazmat Plan for the County should be updated yearly. There is a list of contacts included, Mr. Burke asked if the Commissioners wanted their cell phones listed or the office number. Mr. Rackley and Mrs. Hudson both stated their cell number was fine. Commissioner-Elect Crim didn't have a problem having his cell number listed either.

Mr. Burke spoke about the generator for the Community Center. He hasn't been able to obtain a quote. He also stated that we need to be really clear about what is needed when obtaining quotes from a contractor. He would like to set up a meeting between the Community Center liaison, Mr. Handka, Ms. Munden and himself to discuss specs. Mr. Rackley will participate as the liaison.

The next LEPC meeting will be on January 4th. The Emergency Operations Plan is on track. Mr. Burke thanked Mr. Abbott for creating a page for LEPC on the County's website.

Mr. Burke stated that the EMPG grant is delayed until a State Emergency Response Commission meeting is held, and it is approved. Mr. Burke has a meeting with the State Fire Marshall's office. The Community Wildfire Planning grant has been submitted. The Emergency Medical Responder class has been completed and had 10 graduates. Mr. Burke has also been helping Ms. Haas with the POOL/PACT certification. They also scheduled CPR classes for January.

SAFETY / CEMETERY – Cheryl Haas was present via Zoom.

Ms. Haas reported that Wreaths Across America laid wreaths at the cemeteries on Saturday. There was some vandalism at Lone Mountain Cemetery during Thanksgiving weekend.

In regard to Safety, she is continuing work with Marshall Smith on the Loss Prevention Certification. She thanked all the departments that have participated. Fire extinguisher training is scheduled for January as well.

Request for funding of ADA automatic doors for Library in the amount of \$5,500.00: Ms. Haas doesn't think POOL/PACT will approve as the building is not out of compliance. She asked if it could be included in the next budget. Mrs. Childs stated there are still emergency funds available in contingency. Mrs. Hudson thought it would be better to come out of the Capital Improvement budget next year.

Ms. Haas also reported that there was a Safety meeting on December 12th. Marshall Smith from POOL/PACT was in attendance.

IT DEPARTMENT – Justin Abbott was present.

Mr. Abbott was out sick last week. He reported that he's been working with AT&T regarding our accounts. When the State contract expired and was renegotiated, we were never credited for the overcharges. Each account is being reviewed one at a time. Mr. Abbott feels this whole process may take six months. Mr. Abbott also spoke about the new website design and showed the Board his progress to date.

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

Mrs. Lusby-Angvick reported that a new warehouse is being put up in the industrial park.

PUBLIC DEFENDER – Steve Cochran was present.

Approval to advertise/hire for Administrative Clerk I/II or Legal Secretary I/II vacant position:

Mr. Cochran stated that Ms. Madrigal has recommended someone for her replacement and that person has submitted an application. Ms. Madrigal will transfer to the Sheriff's office in January.

Mr. Rackley made a motion to approve the advertising and hiring to fill the vacant Admin Clerk/Legal Secretary position in the Public Defender's office. Motion seconded by Mrs. Shank to approve.

ELECTED DEPARTMENTS:

LAUREEN BASSO-CERINI, ASSESSOR – *Request for approval to hire part-time (less than 20 hours per week) Administrative Clerk I (Data Collector):* Mrs. Shank made a motion to approve the request from the Assessor to hire a part-time Administrative Clerk I. Motion seconded by Mr. Rackley and passed.

Ms. Basso-Cerini stated that they have mailed out Assessment Notices. They are in much better shape this year. She also spoke about the unsecured water assessments, reminding the Board that her office will not create accounts for unsecured water assessments.

JERRY ALLEN, SHERIFF – Sheriff Allen reported that he is down two more deputies, so he has three open positions.

Salary Resolutions, M. Cannizzaro and M. Madrigal: Matt Cannizzaro graduated POST (Peace Officer Standards and Training), so he will move from a Range 11, Step 1 to Range 13, Step 1. Mayra Madrigal is currently a Legal Secretary II in the Public Defender's office and will be moving to the Sheriff's office as an Administrative Clerk II, Range 26, Step 8.

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

Sheriff Allen stated that he heard the Commissioners were discussing housing solutions for employees. Mr. Shields stated that it may have been discussed at a previous meeting regarding the Master Plan amendment to un-restrict some areas.

GRASS VALLEY ADVISORY BOARD: There was no one present.

DERBY FIELD AIRPORT: No update was given.

BOARD APPOINTMENTS / RESIGNATIONS: Mrs. Shank made a motion to reappoint, Frank Fisk and Wendy Nelson to the Museum Board; Chuck Sayles to the Broadband Advisory Board; and Dave Skelton to the TV Advisory Board. Motion seconded by Mr. Rackley and passed.

Mrs. Shank made a motion to accept the resignation of Winston Gray from the Cemetery Board. Motion seconded by Mr. Rackley and passed.

Mrs. Shank made a motion to appoint Mike Evans to the Grass Valley Advisory Board. Motion seconded by Mr. Rackley and passed.

Mrs. Shank made a motion to appoint Natalie Antus to the Planning Commission. Motion seconded by Mr. Rackley and passed.

LETTER OF SUPPORT FOR THE RURAL HEALTH NETWORK DEVELOPMENT PLANNING PROGRAM FUNDING OPPORTUNITY FOR THE CENTRAL NEVADA

HEALTH DISTRICT: Mr. Rackley made a motion to approve sending a letter of support for the Rural Health Network Development Planning Program funding opportunity for the Central Nevada Health District. Motion seconded by Mrs. Shank and passed.

**DIVISION OF WATER RESOURCES BUDGET FOR HUMBOLDT RIVER
DISTRIBUTION FOR FY JULY 1, 2023 TO JUNE 30, 2024 IN THE AMOUNT OF \$94,855.87:**

Mrs. Shank made a motion to approve the Division of Water Resources budget for the Humboldt River Distribution for FY July 1, 2023 to June 30, 2024 in the amount of \$94,855.87, noting there are no unsecured accounts listed. Motion seconded by Mr. Rackley and passed.

MUSEUM BOARD: REQUEST FOR APPROVAL OF SECURITY SYSTEM PROVIDED BY NNIS IN THE AMOUNT OF \$3,967.85; ROOFING MATERIAL FROM TREASURER VALLEY STEEL, INC. IN THE AMOUNT OF \$4,813.30 AND SIDING MATERIAL FROM KENT'S FALLON IN THE AMOUNT OF \$2,538.00 FOR THE RAILROAD HOUSE – Mrs. Shank gave an overview of the items the Museum is asking for. Mr. Rackley stated that they received a \$10,000 donation. Mrs. Childs explained that even though they have received additional revenue, it has to be budgeted before it can be spent. Mrs. Childs stated that she thinks these expenses will be fine, but if there are others they need to wait until after July 1.

Mrs. Shank made a motion to approve the request of the Museum Board for the expenses as outlined, totaling \$11,319.15. Motion seconded by Mr. Rackley and passed.

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: There were no updates given.

The meeting recessed at 9:47 a.m. for a Litigation meeting and reconvened at 10:00 a.m.

PROCLAMATIONS AND AWARDS: PRESENTATION OF RETIREMENT GIFT TO COMMISSIONER CAROL SHANK FOR 12 YEARS OF SERVICE – Commissioner Shank was presented with a gold watch and a picture of historic Lovelock.

REPORT FROM LEGAL COUNSEL: Mr. Shields stated that in March 2022, Mr. Ong wanted to donate some patented mining claims. The Board wanted Mr. Shields to review before moving forward. Mr. Shields has done that and will have the formal approval on the next agenda.

REPORT FROM ADMINISTRATIVE ASSISTANT/HR REP: Mrs. Wesner stated that she is working with Leslie Monroy and Marshall Smith on the Loss Excellence Program. There is one more step to complete on the HR side. Mrs. Wesner also reported that she has the updated personnel policies, so they will be on a future agenda for approval. She also worked with Mr. Hill on the NDEP (Nevada Division of Environmental Protection) paperwork.

ITEMS FOR FUTURE AGENDAS: Mrs. Shank did a summary of what the County has spent with Winnemucca Publishing this last fiscal year, which amounted to \$15,596. She also contacted the other government entities (City, Hospital, School, etc.) and between all of us, we've provided over \$28,000 in revenue. She suggested that the Commission contact their Editor and request equal representation in the Great Basin Sun. Mr. Shields spoke about the requirements of legal notices, stating that since the Great Basin Sun isn't local, we can publish in other papers, perhaps Churchill County or even the Reno Gazette. Mrs. Shank stated that there are a number of constituents that are unhappy as well.

Mr. Rackley asked about the Central Nevada Health District, noting that we need to dissolve the Pershing County Health Board. This will be put on a future agenda.

CORRESPONDENCE: No correspondence was discussed.

MATTERS OF THE BOARD FOR DISCUSSION, BOARD MEMBER REPORTS, BOARD LIAISON REPORTS: Mrs. Shank stated that it has been a pleasure working with everyone and the last twelve years has gone by quickly. She and Mr. Shank are looking forward to actual retirement.

Mr. Rackley didn't have anything additional to report.

Mrs. Hudson reported that she attended the Humboldt River Water meeting. It was a positive meeting. Adam Sullivan, State Water Engineer, was there and seemed to be listening. She also has upcoming meetings with the Navy and Central Nevada Water.

PUBLIC INPUT: Charles Sayles stated that he agrees with Mrs. Shank's statements regarding the Great Basin Sun. They have cancelled their subscription as well.

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. Mrs. Hudson abstained. Motion carried.

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

The meeting recessed at 10:26 a.m. and reconvened at 11:00 a.m.

EIDE BAILLY, PRESENTATION OF THE FY 2022 AUDIT REPORT; APPROVAL AND ACCEPTANCE OF THE FY 2022 AUDIT REPORT: Terri Gauge and Pam Truss were present on behalf of Eide Bailly.

Ms. Gauge stated that Pershing County received an Unmodified Opinion for the financial statements for the year ended June 30, 2022. This is the highest level of opinion given. She gave an overview of the County's financial statements. The assets of Pershing County exceeded its liabilities by \$15,772,705. The County's total net position increased by \$2,617,866. The County's ending fund balances also increased by \$1,593,783 in comparison with the prior year. The County's total debt decreased by \$122,156 during the current fiscal year. Other postemployment benefits liability increased by \$146,925 over the prior year. The County did not have any violations of NRS (Nevada Revised Statutes) or NAC (Nevada Administrative Code). A significant deficiency was noted regarding the financial reporting, which is done by an external audit firm, and an apportionment error of Centrally Assess Property Tax Collections, which has been corrected.

Mrs. Shank made a motion to approve and accept the FY 2022 Audit Report as presented. Motion seconded by Mr. Rackley and passed.

As there was nothing further to come before the Board, the meeting adjourned at 11:24 a.m.

Approved 01/18/2023: _____/s/
Joe Crim, Chairman

Attest: _____/s/
Lacey Donaldson, Clerk