

OCTOBER 18, 2023

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

APPROVAL OF MINUTES: Mrs. Hudson made a motion to approve the minutes from September 20, 2023 as submitted. 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. Hudson 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 Mr. Rackley and passed.

UNCLASSIFIED DEPARTMENTS:

ROAD DEPARTMENT AND LANDFILL – Dan Hill was present.

Mr. Hill reported that he named Kevin Machado Road Supervisor. The crew finished up repairing the damage to Coal Canyon Road and Antelope. They fixed a wash-out on Pedro Pit Road and on the road to Four Corners. A culvert was installed on Grass Valley Road, but they installed it too deep; however, Mr. Hill stated it should still be good. They are working with Coeur on several drainage issues and will also do some paving. They started hauling sand to the yard and to Coeur, and also picked up salt. They fixed part of Buffalo Springs and are working their way up Spring Valley. Mr. Hill received a complaint from Herschell Ranch regarding a culvert, so that was taken care of. The crew also worked on Grass Valley Road, but didn't get the shoulder work done that Mr. Hill wanted to, so they will do it in the spring.

Approval to contract with Redi Services, LLC to clean six (6) culverts in the amount of \$47,980.00 to be paid from RTC Funds: Mr. Hill gave the Board the quote from Redi Services. Mr. Hill feels this will be more economical than his crew doing it or replacing the culverts.

Mrs. Donaldson asked if this needed to go before the Regional Transportation Commission, since he is proposing using RTC funds. Mr. Shields stated that if RTC funds are being used it needs to go before the RTC Board. Mrs. Wesner will schedule an RTC meeting.

LANDFILL – Dan Hill was present.

Mr. Hill reported that they spent a day cleaning up the Grass Valley transfer site. They burned both sites. Mr. Delavega has been helping out up at the Landfill when needed. Mrs. Hudson asked if they had received any applicants for the vacancy. Mr. Hill stated that he has received one, but hasn't had a chance to do an interview.

RECYCLING – Mr. Crim didn't have anything to report. Mr. Hill stated that the forklift has been serviced.

BUILDINGS AND GROUNDS – John Handka was present.

Mr. Handka reported all the water has been shut off with the exception of the bathrooms at the Courthouse Park. They have been replacing lights in the Courtroom and trying to keep up on the leaves. Mr. Crim asked that they don't blow the leaves into the gutters.

PERSHING COUNTY FIRE/AMBULANCE –
GRASS VALLEY FIRE: Sean Burke was present.

Chief Burke reported that they have two new members, which puts them at 16 out of 18. The Community Day was well received. They have also been doing a Facebook campaign. Chief Burke stated that their call volume has been relatively light the last month, but they are still on track to have their highest call volume for the year. Chief Burke is still putting on EMT (Emergency Medical Technician) courses and working on providing a CPR (cardiopulmonary resuscitation) class to the public. There is a Chiefs meeting on October 27th in Grass Valley. Chief Burke stated that he is still waiting to hear from FEMA (Federal Emergency Management Agency) regarding the AFG (Assistance to Firefighters Grant) grant.

EMERGENCY OPERATIONS MANAGER/LEPC – Sean Burke was present.

Mr. Burke reported that he received the final approval from NDF (Nevada Division of Forestry) and each department will receive \$7,600. Mr. Burke attended the DEM (Department of Emergency Management) conference in Elko. His attendance qualifies us to maintain our emergency management grant funding. Mr. Burke participated in the flu pod on October 11th, which served 196 people. Mr. Burke spoke about the Solar Eclipse on October 14th, noting that it did increase traffic a bit. LEPC conducted the annual hazmat event on October 12th in Grass Valley. Mr. Burke would still like to conduct an exercise of the EOC (Emergency Operations Center). The emergency generator is getting ready to be installed at the Community Center in Lovelock. Mr. Burke is working on the quarterly grant reports for the Sheriff's office. Mr. Burke also reported that he applied for a grant to provide slide-in units for Imlay's and Rye Patch's brush trucks through the Department of Interior/BLM. He is still working on the POOL/PACT grant for SCBAs, but he is having an issue getting quotes, as these are a specialized item. The finalized wildfire protection plan was received. Mr. Burke was contacted by Burning Man to review their evacuation plan. Mr. Burke will be participating with the Sheriff in future planning meetings for Burning Man.

SAFETY/CEMETERY – Cheryl Haas was present.

Ms. Haas is still working with POOL/PACT on the Safety Manual. Between sections 14 and 21 there is a lot of detail pertaining to the Road Department and Buildings and Grounds that she is not familiar with, so they helped with that. Once complete, the Safety Manual link will be emailed to every employee.

Ms. Haas spoke about the cemeteries. All the water systems have been turned off and winterized. Several headstones have been delivered to both cemeteries and curb work is being done. She went out to Unionville yesterday. It looks good, but people are driving through the cemetery. She is going to order some signage to see if that helps.

Request for approval to move the north fence line at Big Meadow Cemetery and approval of fencing quote from Future Fence in the amount of \$4,800.00: Mr. Crim would like to see another quote. Ms. Haas did give two other companies to Mr. Handka to reach out to, but this was the only quote he gave her. The dirt work that needs to be done could be coordinated with the Road Department. Ms. Haas did speak with Mrs. Childs about funding options. She will work with Mr. Handka to get another quote.

IT DEPARTMENT – Justin Abbott was present.

Mr. Abbott reported that they have been working on some odd ball technical issues. There is a slow down on the fiber during certain times of the day, so they are working with AT&T. Mr. Abbott is also working on quality of life improvements for the network. He is working on the punch list from the Passive Network Assessment from POOL/PACT. Once completed, employees will see some differences when they log in to their computers. Mr. Abbott is still waiting on information on the Cyber Security Grant and how it will be released to us.

Review of 2024 Fiber Infrastructure Construction Request for Proposal (RFP) for changes and approval to issue RFP: Mr. Abbott spoke about the current plan for the four central county buildings.

Mrs. Hudson asked if Pershing County would own the dark fiber. Mr. Abbott stated that we would and would have to maintain it. She asked if we have that capability. Mr. Abbott stated that he is learning, but we would need to contract with an outside vendor. Mrs. Hudson also asked about our current equipment. Mr. Abbott stated that the switches and firewalls we currently have would be sufficient, but he would have to purchase a little bit of equipment. Mr. Shields asked about monthly costs. Mr. Abbott stated that since we will own the fiber, there would be no monthly costs, just construction costs. Mr. Shields asked about the construction costs. Mr. Abbott stated that his estimate for the four buildings would be between \$80,000 and \$120,000. Mr. Shields asked if this would save the county money in the long run. Mr. Abbott stated that is a good question. In a perfect situation, barring any unforeseen incidents, it would, but there would be more upfront costs.

Mrs. Hudson made a motion to approve the RFP for the 2024 Fiber Infrastructure Construction. Motion seconded by Mr. Rackley and passed.

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

Mrs. Lusby-Angvick reported that the Nevada 95/80 Futures Conference is next week in Winnemucca. Local speakers will be Mrs. Lusby-Angvick, Linda Workman and Jonathan Reynolds. Mrs. Lusby-Angvick also attended the Nevada Lithium Symposium last week. The WNDD (Western Nevada Development District) meeting was held in Winnemucca, and they toured GBC. She attended the USDA Federal Forum in September. The Ribbon Cutting for Uprise Fiber is being planned for November 8th, noting that they have started construction.

Submittal of application for low power FM new construction permit using the services of Common Frequency, a Northern California nonprofit; Approval to sign and submit application for LPFM in the amount of \$700.00: Mrs. Lusby-Angvick stated that she isn't sure she has the technical knowledge to submit the application. She also stated that she will be out of state during the application window. The application window is only open every 7 years, and we would have 5 years to start a radio station. She feels it would be beneficial for broadcasting emergency alerts, local arts, etc. Mrs. Hudson asked if Mrs. Lusby-Angvick had contacted the School District. Mrs. Lusby-Angvick stated that Ms. Nee is aware as she spoke about it at the TV District meeting. She also notified the City at their meeting last night. Mr. Rackley asked if there was any money in Emergency Management. Mr. Burke stated that he doesn't have any operational funding, just grant funding.

Mrs. Hudson made a motion to approve submitting an application for low power FM new construction permit, using the services of Common Frequency, contingent on finding funding. Motion seconded by Mr. Rackley and passed.

ELECTED DEPARTMENTS:

LACEY DONALDSON, CLERK-TREASURER – Mrs. Donaldson reported that they are through the second installment of taxes, so that side of the office will quiet down a bit. There were 20 candidates who filed for the Presidential Preference Primary in February. Mrs. Donaldson is working on the notices and sample ballots. Mrs. Donaldson and Mrs. Renfro will be attending the Nevada State Elections Conference in Reno October 30th – November 2nd, so Mrs. Medeiros will be at the next Commission meeting. The new employee has been in the office for a month and is doing very well.

Approval of corrections/changes to the Tax Roll, Parcel #s 001-173-20, 001-111-24, 001-111-27, and 010-172-05: Ms. Basso-Cerini and Mrs. Hill were present from the Assessor's office.

It was noted that the correction for APN #001-173-20, Jeff Barefoot, is a result of a steel building that has escaped taxation.

Mrs. Hudson made a motion to approve the correction for APN #001-173-20 as presented. Motion seconded by Mr. Rackley and passed.

APNs 001-111-24 and 001-111-27 are owned by Daryl Guisti. Ms. Basso-Cerini apologized to Mr. Guisti as her documentation noted that no City permits had been issued for the steel building, which was incorrect. She also noted that the building was on the Tax Roll, but dropped off at some point.

Mr. Guisti spoke, stating that he doesn't have a problem paying the taxes, but has a problem having to pay three years of back taxes when it was no fault of his own. He also stated that having to pay three years of back taxes can be onerous.

The last correction submitted was for APN #010-172-05, Larry and Deborah Strain. An incorrect multiplier was entered in regard to the Humboldt River Ranch Association Common Area.

Mrs. Hudson made a motion to approve the corrections for APN #s 001-111-24, 001-111-27 & 010-172-05 as presented. Motion seconded by Mr. Rackley and passed.

Update on matters relating to the upcoming vacancy of the Recorder-Auditor, set interview date/time: Interviews were set for Wednesday, November 1st, 2023, starting at 1:00 p.m.

LAUREEN BASSO-CERINI, ASSESSOR – Ms. Basso-Cerini stated that they have until October 31st for the city appraisals to be completed. Mr. Dawley's hours will be increased during this time. She also reported that she hasn't received any applications for the vacant Appraiser position.

RECORDER-AUDITOR – Mrs. Childs submitted a written report. Eide Bailey auditors were onsite from Monday, October 9th through Thursday, October 12th. They are progressing with the audit and will be back in a couple weeks to do more on-site testing.

JERRY ALLEN, SHERIFF – Sheriff Allen didn't have anything to report.

Update on Enterprise Lease for Sheriff's office vehicles, status of vehicles received and in use by the department: Sheriff Allen reported that three are in service, two others are waiting to be outfitted and should be done within the next two weeks. The remainder of the vehicles are still on order. Sheriff Allen stated that the vehicles were supposed to come fully equipped and Mrs. Donaldson added that we paid money upfront for that.

Mrs. Hudson asked when the next scheduled meeting with Burning Man is. Sheriff Allen stated that it is around Thanksgiving. Mrs. Hudson stated that all meetings for next year's event should be held in Pershing County.

PROCLAMATIONS AND AWARDS: STEPHIENE YENNE, 5 YEAR CERTIFICATE AND PIN – The Board presented Mrs. Yenne with a certificate and pin for 5 years of service in the Recorder-Auditor's office.

GRASS VALLEY ADVISORY BOARD: There was no one present from the Grass Valley Advisory Board.

DERBY FIELD AIRPORT: REVIEW OF QUOTES RECEIVED FOR PAINTING OF CARETAKER RESIDENCE AND APPROVAL TO PROCEED WITH PAINTING OF CARETAKER RESIDENCE – Mr. Rackley had a quote from Paragon Wall Systems to paint the interior and exterior of the residence and also the terminal building. The total amount is \$19,649.00. He also had a quote from the Lovelock Lion's Club to paint and repair the interior of the residence in the amount of \$5,500.00.

Mr. Crim suggested that the Buildings and Grounds paint the interior of the residence.

Mr. Crim and Mrs. Hudson had some concerns regarding the Lions Club doing the work.

Mrs. Hudson would like Buildings and Grounds to do the interior painting.

BOARD APPOINTMENTS/RESIGNATIONS: LIBRARY BOARD – One letter of interest was received from Anna McBride.

Mrs. Hudson made a motion to appoint Anna McBride to the Library Board. Motion seconded by Mr. Rackley and passed.

MUSEUM BOARD: REQUEST FOR APPROVAL TO PARTICIPATE IN PODCASTS AND POLICY – Bonnie Skoglie and Kelly Thompson were present.

Ms. Thompson reached out to other museums regarding policies and did not find anything.

Mr. Shields stated that he received an email from Mrs. Skoglie, and he informed her that a policy is needed that sets out the parameters of the podcast. Mr. Shields doesn't have time to draft a policy at this time as he is working on a trial. It was explained that they have been approached to be guests on other's podcasts, not run their own podcast. If that is the case, Mr. Shields doesn't feel that is a problem.

Mr. Rackley made a motion to approve the request for the Museum staff to participate in other people's podcasts. Motion seconded by Mrs. Hudson and passed.

Ms. Thompson spoke about an alleged incident at the Museum. She just wanted to clarify that no individual was hurt at the museum. She also reported that an AED was installed at the Museum, but no training was provided, so they have requested training. There was an issue regarding a furnace as well. Mr. Crim stated that anything done to Museum equipment should be done by County staff. Ms. Thompson stated that she had requested Buildings and Grounds, but they never came. She also had a concern that Buildings and Grounds are not setting the alarm when they leave. Ms. Thompson also reported that the Clampers event went really well. There was a tripping hazard going into the firehouse, but the Skoglie's have dug it out and eliminated the hazard. Ms. Thompson also reported that October 27th and 28th are set for their first ghost tours and they are expecting to bring in \$800.00.

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; LIST OF PROPOSED PROJECTS, PRIORITIZING AND CHANGING/AMENDING THE PROJECTS FOR ALLOCATION OF THE LOCAL ASSISTANCE AND TRIBAL CONSISTENCY FUND (LATCF) IN THE AMOUNT OF \$4,044,600.00 (TWO PAYMENTS OF \$2,022,300.00): No changes have been made. There will be a workshop on Monday, October 23, 2023 to discuss projects and prioritizing the LATCF funds.

REPORT FROM LEGAL COUNSEL: Mr. Shields stated that he didn't have anything to report. He did state that he didn't feel that a motion was required for Buildings and Grounds to paint the airport residence.

BRENDA N. HEINTZ, DISCUSSION REGARDING ILLEGAL "OPEN RANGE" CATTLE IN THE TOWN OF IMLAY BOUNDARIES; REQUEST FOR PERSHING COUNTY TO ENFORCE CODES REGARDING ILLEGAL FREE RANGING OF CATTLE WITHIN TOWN LIMITS: Ms. Heintz would like to have Imlay designated as closed range. Mr. and Mrs. Heintz spoke about the issues they have had with cattle on or near their property.

Mr. Shields stated that that area has been open range longer than Nevada has been a state. If you build in open range, you have to fence them out. He explained that the cattle free zone in Grass Valley didn't affect any allotment holders. There were no grazing rights on that land to begin with.

Mr. Heintz didn't want the Board to have any misconceptions on what they are asking. They are both ranch kids. Their concern is the bulls that are being dropped, which they have both been attacked by.

Mrs. Hudson asked if they have contacted Mr. Bell, the cattle owner, with their concerns. They haven't, but will.

REPORT FROM ADMINISTRATIVE ASSISTANT/HR REP: SALARY RESOLUTION, MELISSA SLOAN; JUANITA MONTES; NOEMI DIAZ; SONIA MENDOZA – Mrs. Wesner explained that since WIC is on the Federal Budget cycle, their fiscal year is October 1st through September 30th. They will be receiving 5.5%, which is the same as the other unclassifieds received.

Mrs. Hudson made a motion to approve the Salary Resolutions for Melissa Sloan, Juanita Montes, Noemi Diaz, and Sonia Mendoza as presented. Motion seconded by Mr. Rackley and passed.

Mrs. Hudson asked about the salary study. Mrs. Wesner stated that she is slowly working on it. It was noted that an outside company could be hired to get it done faster, but the Board didn't want to do that.

ITEMS FOR FUTURE AGENDAS: There were no future agenda items discussed.

CORRESPONDENCE: There was no additional correspondence discussed.

MATTERS OF THE BOARD FOR DISCUSSION; BOARD MEMBER REPORTS; BOARD LIAISON REPORTS: Mrs. Hudson reported that she has an IEC meeting coming up on November 8th. There is a Fire Chiefs meeting in Grass Valley next Friday.

Mr. Rackley and Mr. Crim didn't have anything to report.

PUBLIC INPUT: There was no public comment.

APPROVAL OF VOUCHERS: Mrs. Hudson made a motion to approve the vouchers with the exception of vouchers for Vendor #255, Joe Crim; Vendor #452, Shayla Hudson; Vendor #556 and Vendor #681, Larry Rackley. Motion seconded by Mr. Rackley and passed.

Mrs. Hudson made a motion to approve the voucher for Vendor #255, Joe Crim. Motion seconded by Mr. Rackley. Mr. Crim abstained. Motion carried.

Mrs. Hudson made a motion to approve the vouchers for Vendor #556 and Vendor #681, Larry Rackley. Motion seconded by Mr. Crim. Mr. Rackley abstained. Motion carried.

Mr. Crim made a motion to approve the voucher for Vendor #452, Shayla Hudson. Motion seconded by Mr. Rackley. Mrs. Hudson abstained. Motion carried.

As there was nothing further to come before the Board, the meeting adjourned at 11:08 a.m.

Approved 11/15/23: _____/s/
Joe Crim, Chairman

Attest: _____/s/
Lacey Donaldson, Clerk