

NOVEMBER 15, 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 October 18, 2023 as submitted. Motion seconded by Mr. Rackley and passed.

PUBLIC INPUT: Penny Higby asked what happens if a Department Head never comes to a meeting to give an update. Mr. Shields stated that as a practicable matter, if a department head doesn't give regular updates, the Board may not have the pertinent info to approve budget requests when the time comes.

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 restricts 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 they've bladed quite a few roads. They also fixed Rochester Canyon to include the Packard side. They also patched at Coeur and Cole Canyon. Mr. Hill also reported that he went over his budget with Mrs. Childs in anticipation of her retirement to make sure everything was in line.

Mr. Delavega finished the classroom portion of his CDL (Commercial Driver's License) training so he will start the driver training. Steve Bauchman already has his CDL permit and is completing MSHA (Mine Safety and Health Administration) now. The crew has started moving the fence at Big Meadow Cemetery. They will start replacing culverts as time permits.

LANDFILL – Dan Hill was present.

Mr. Hill stated that he hired Ms. Cornella, and she already has her MSHA certificate. She should be a good fit for the department.

Salary Resolution, LuRena Cornella: Mrs. Hudson made a motion to approve hiring LuRena Cornella at a higher rate of Landfill Operator I, Range 24, Step 6. Motion seconded by Mr. Rackley and passed.

RECYCLING – Mr. Crim didn't have anything to report.

BUILDINGS AND GROUNDS – John Handka was present.

Mr. Handka reported that they've gone through the maintenance schedule and changed out filters in the ac/heating units in the buildings. Mr. Handka has been researching lawnmower prices. They have started putting up Christmas decorations, which is a little earlier than usual due to the shorter time period between Thanksgiving and the Parade of Lights.

Request to purchase bucket truck and dump truck from MD Tree Surgery in the amount of \$16,000.00: It was noted that the correct amount is \$16,500. Mr. Rackley stated that both these items could be utilized by us and the City. He was concerned about budget. Mr. Handka stated that he did put this in his budget, but it was taken out. Mr. Handka suggested using LATCF (Local Assistance and Tribal Consistency Fund) funds. Chuck Sayles asked about the condition of the units. Mr. Handka stated that they are in great condition. MD Tree Surgery just bought new equipment, and these have

been sitting in their yard. Mr. Sayles just felt the price was pretty low and was concerned about the condition.

Mr. Rackley made a motion to approve the request to purchase a bucket truck and dump truck from MD Tree Surgery, using LATCF funds in the amount of \$16,500.00. Motion seconded by Mrs. Hudson and passed.

PERSHING COUNTY FIRE/AMBULANCE –

AMBULANCE REPORT: Ms. Nolan sent Mrs. Hudson an update, which she read. They've had eleven calls since the first of November. November is a busy month, with CPR and skills training the next two Tuesdays.

GRASS VALLEY FIRE: Chief Sean Burke was present.

Chief Burke reported that he currently has 16 members. Their call volume has been lighter than normal. They did have a rescue from a burning building the other night. Their training program is going well. All apparatus is in good shape and the budget looks good. Chief Burke is teaching the EMT (Emergency Medical Tech) class in Lovelock three days a week. They will be done in December with testing in January. He is planning EMR (Emergency Medical Response) training after that. Chief Burke also reported that he has not heard anything about the AFG (Assistance to Firefighters) grant, so is assuming that we were denied.

PERSHING COUNTY EMERGENCY OPERATIONS MANAGER/LEPC – Sean Burke was present.

Mr. Burke reported that the VFA (Volunteer Fire Assistance) grant from Nevada Division of Forestry is approaching the finish line. This grant did not have a required match. Mr. Burke stated that he has been talking to Mrs. Donaldson about doing Narcan training for the Clerk-Treasurer's staff. They will be conducting an EOC (Emergency Operation Center) exercise on November 28th. In regard to the United We Stand grant, everything has been ordered, they are just waiting on delivery. Mr. Burke also submitted a request to the Department of Interior/BLM for sliding units for Imlay and Rye Patch's brush trucks. Imlay's SCBA compressor grant to POOL/PACT has been submitted. Mr. Burke is expecting to have to present at the February POOL/PACT meeting. Mr. Burke also reported his upcoming efforts, which is mostly to complete the Emergency Operations Plan. He has also started to develop a COG (Continuance of Government) plan for 2024. Mr. Burke has also been dealing with Burning Man and has reviewed their evacuation plan. Lastly, he is working on the LEPC and SERC annual reporting.

RYE PATCH FIRE: Staci Blochowiak was present via Zoom.

Chief Blochowiak reported that they currently have five members. Thankfully calls have been light. Due to the lack of members and that four members have full-time jobs; they have changed some of their procedures. All apparatus is working properly. They are working on putting in a floating ceiling in the fire house and all members are contributing. Chief Blochowiak would like to meet with Mrs. Childs to discuss Capital Outlay purchases. Mrs. Childs stated that Capital Outlay is \$3,000 or more. Just don't overspend the bottom line. Mrs. Hudson asked for a monthly report.

SAFETY/CEMETERY – Cheryl Haas was present via Zoom.

Ms. Haas reported that the Road Department has started working at Big Meadow on the fencing project. The project should be completed in December. Ms. Haas also reported that she has sold multiple plots in both cemeteries. She also stated that she needs to map out some new sections in both cemeteries.

Regarding Safety, Ms. Haas met with Marshall and Jerry from POOL/PACT about the Safety Plan. They will be meeting again on December 4th. Jason Barrick from the Road Department will be at the Senior Center Friday to give training on the van lift for the employees. Janice Rutherford will be taking the Safety classes as well so she can use the van.

IT DEPARTMENT – Justin Abbott was present.

Mr. Abbott reported that everything is running normally. They are continuing to support users. We received the final credit from AT&T, so the billing is back to normal. They received the replacement router for the Sheriff's office, which will resolve the issues they were having with power outages. Mr. Abbott is continuing to monitor the bandwidth dip issue. We are still waiting for the Cyber Security Grant to be funded by the Feds. The IT Department is also working on solutions to improve the County's overall system. The Fiber RFP is in the waiting period for vendors to submit proposals. The opening of those proposals will be on the next agenda.

Mr. Rackley stated in the near future, the Sheriff's office will be moving into their new office spaces which would free up space for IT. Mr. Abbott stated that if all the physical assets are moved over there, they may have to reinforce the floor.

ECONOMIC DEVELOPMENT – Mrs. Hudson reported that Mrs. Lusby-Angvick is at UNR today. She is working on the Tech Hub Phase II for funding. Mrs. Lusby-Angvick also extended the invitation for Uprise Fiber's groundbreaking event on November 21st at 1:00 p.m. at the Community Center.

Approval to pay LPFM application fee of \$700.00 and determination from which fund: Mrs. Childs stated that funding is available in the General Fund. Mrs. Hudson thinks this would be a benefit. Mr. Crim and Mr. Rackley agreed.

Mr. Rackley made a motion to approve paying LPFM application fee of \$700.00 out of the General Fund. Motion seconded by Mrs. Hudson and passed.

RESOLUTION RENAMING THE SWIMMING POOL THE ROWE AQUATIC CENTER HONORING JIM AND PAT ROWE FOR THE DECADES THAT THEY HAVE SPENT TAKING GREAT CARE OF THE FACILITY: Jordan McKinney, City Council member and Rec Board Representative, was present.

Mr. Rackley made a motion to adopt Resolution #23-1114, renaming the swimming pool the "Rowe Aquatic Center" in honor of Jim and Pat Rowe. Motion seconded by Mrs. Hudson and passed unanimously.

ELECTED DEPARTMENTS:

LACEY DONALDSON, CLERK-TREASURER – Mrs. Donaldson stated that it is nice to have a full staff. She has been very busy with election prep for the Presidential Preference Primary in February. Sample Ballots have been submitted to the printer and will be mailed in January.

RENE CHILDS, RECORDER-AUDITOR – Mrs. Childs reported that she received the draft audit. They will be finishing up the Fixed Asset process after today's meeting. They were unaware of the proposal to transfer the Derby Field Waterline from the County to Lovelock Meadows Water District, so that has been included. If approved, they will remove it from Fixed Assets.

Removal of Item #CO0205, Printronix P7210 Printer: Mrs. Hudson made a motion to approve the removal of the printer as listed, from the Recorder-Auditor's inventory. Motion seconded by Mr. Rackley and passed.

Introduction of Melanie Hamilton, newly appointed Recorder-Auditor for 2024: Mrs. Hamilton was present. She will be completing her employment paperwork on the November 17th. Mrs. Childs stated that her office will be in the middle of payroll, so it will be a brief introduction. Mrs. Hamilton will start on November 20th.

Later in the morning Mrs. Childs asked if Mrs. Hamilton is being paid for training or will her salary start in January. Mrs. Childs also expressed her displeasure with the lack of communication from the Board. The recommendation is to appoint Mrs. Hamilton as Deputy Recorder-Auditor through December 31st. Mrs. Childs also asked about the budget. Mrs. Hudson asked if the funding wasn't available in the salary budget if the Map fees could be used. Mrs. Childs stated that it could be used, but

she needs direction. Mrs. Childs also asked what Mrs. Hamilton's start date is and what the salary is. Mrs. Hamilton will start on November 20th and the salary will be the same as the base for an elected official, \$63,965. Mrs. Childs stated that they need the new hire paperwork from HR.

APPROVAL OF AGREEMENT WITH PERSHING COUNTY AND THE LOVELOCK MEADOWS WATER DISTRICT TO TRANSFER DERBY FIELD WATERLINE FROM THE COUNTY TO LMWD RETROACTIVE TO JUNE 2023: Mr. Rackley made a motion to approve the transfer of the Derby Field waterline from the County to Lovelock Meadows Water District retroactive to June 2023. Motion seconded by Mrs. Hudson and passed.

ELECTED DEPARTMENTS, CONT.D:

BRYCE SHIELDS, DISTRICT ATTORNEY – *Request for approval of lease for postage machine at the Annex Building (535 Western Avenue) in the amount of \$441.99 paid quarterly:* Mr. Shields stated that they were able to get a lower lease payment of \$219.39.

Mrs. Hudson made a motion to approve the lease with Pitney Bowes for a postage machine at the Annex Building to be billed quarterly in the amount of \$219.39. Motion seconded by Mr. Rackley and passed.

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

DERBY FIELD AIRPORT: UPDATE THE CARETAKER/TENANT RENT/CLEANING DEPOSIT AND DUTIES – Mr. Rackley stated that he has an individual interested. He is currently filling out paperwork. Mrs. Hudson stated that she thought the rent would be raised. Mr. Shields also added that the caretaker position should be interviewed by the Board. Mrs. Hudson feels with the issues we've had in the past, it should be a Board decision. Mrs. Hudson also asked if the individual had agreed to the duties in the lease agreement. Mr. Rackley stated that he told him the rent was \$400 and that is all; he hasn't read the lease agreement. Mrs. Hudson and Mr. Crim feel an agenda item is needed to approve and interview candidates.

Mr. Rackley stated that this individual has also agreed to paint the residence if the County provides the paint. Mr. Rackley will be getting prices to replace the gas stove and for a washer and dryer. The prices will be brought back to the Board. Mrs. Hudson stated that the Commission as a group makes the decisions, not just Mr. Rackley.

Mr. Rackley also spoke about the NDOT inspection. Once the report is issued, it will be provided to the Board. He also met with Armstrong Consultants yesterday.

MUSEUM ADVISORY BOARD: Bonnie Skoglie and Kelly Thompson were present.

Mrs. Skoglie thanked the Board for providing funding for the roof, painting, and some electrical. The Museum Board will be obtaining quotes for all three of those jobs. If some of the work can be done by the Board, they would like to do that and put the money toward new windows. Mr. Rackley didn't think that would be a problem. Mrs. Skoglie stated that the Clampers have also volunteered to paint. Mr. Crim stated that the Museum is a Historical Building, and they will have to have approval by the Historical Society.

REQUEST A BLANKET AUTHORIZATION TO PURSUE ANY GRANTS THAT MAY BE APPLICABLE TO THE MUSEUM – Mrs. Childs spoke about the Grant policy. All grant applications must be submitted to the Recorder-Auditor and then put on a Commission Agenda for approval.

Mrs. Skoglie stated that they have been working hard getting the lot cleaned up. They want to bring in three more little buildings. They are having a workday on Saturday. It was noted that the Ghost Tours that were held for two nights prior to Halloween brought in \$720.

REQUEST TO ADD 2 NEW MEMBERS TO THE BOARD FOR A TOTAL OF 7 – Mr. Shields stated that the Ordinance would have to be amended. He also had concerns about having a quorum. It was asked what the advantage of adding two more members would be. It was also noted that you do not have to be a Board member to volunteer. Mr. Rackley didn't see a problem with expanding the Board. Mrs. Hudson spoke about filling those positions in the future. They might have people interested now, but these advisory board positions can be hard to fill. Mr. Shields stated that we can put it on the next agenda to amend the current Ordinance.

Mrs. Childs stated that she hasn't seen any Museum funds deposited with the Treasurer's office lately and asked about the money from the Ghost Tours. Mrs. Thompson stated that she hadn't brought it over yet. Mrs. Donaldson stated that NRS states that any funds collected over \$100 must be deposited with the Treasurer's office daily. Mrs. Thompson was not aware of that requirement and will bring it over.

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: Mrs. Childs stated that there is a payment for the generator in the voucher run today. She will update the ARPA spreadsheet to include payment of the generator. There are no other changes to the ARPA funds.

In regard to the LATCF funds, the Board approved allocating \$16,500 for Buildings and Grounds to purchase a bucket truck and a dump truck.

Penny Higby asked if LATCF funds could be used to buy a generator for the Food Bank.

SENIOR CENTER / VOLUNTEER PROGRAM – Anna Hill was present.

Ms. Hill stated that she has been in the kitchen. She has reorganized the walk-in freezer and some of the cupboards. They served 52 congregate meals yesterday and noted that the number changes based on the menu. She will be working on the menu and will be putting out a survey to all patrons. Ms. Hill stated that Homebound is averaging 43-45. She would like to change Friday breakfast from 8 a.m. to 10 a.m. as some of the Seniors have said it's too early. She has also seen that staff leaves after breakfast when they could be doing clean-up and inventory, etc. She asked if the Board gives any holiday gifts to staff. Mr. Shields stated that departments normally have Christmas parties on their own, noting that he pays for his office out of pocket. She also spoke about some maintenance issues. The crew has been there, but she doesn't have any contact info.

INTRODUCTION OF ANNA HILL, NEWLY APPOINTED SENIOR CENTER DIRECTOR; SET SALARY FOR DIRECTOR POSITION – Mr. Crim stated that he spoke with Mrs. Wesner. He is recommending a salary of \$16.50 per hour with a review in three months.

Mrs. Hudson made a motion to approve the salary for the Senior Center Director position to be \$16.50 per hour, with a review in three months. Motion seconded by Mr. Rackley and passed.

Mrs. Childs stated that Ms. Hill isn't currently a full-time employee, so paperwork needs to be completed.

RESOLUTION IN SUPPORT OF THE UNITED STATES SHEEP INDUSTRY:

Mrs. Hudson made a motion to adopt Resolution #23-1115 in support of the United States Sheep Industry. Motion seconded by Mr. Rackley and passed unanimously.

The meeting recessed at 10:07 a.m. for a Litigation meeting and reconvened at 10:13 a.m.

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

REPORT FROM ADMINISTRATIVE ASSISTANT/HR REP: Mrs. Wesner stated that everything is going fine. She is working on December evaluations and reminders for November evaluations.

ITEMS FOR FUTURE AGENDAS: Mrs. Donaldson stated that she will need approval to obtain a County credit card for the new Senior Center Director. Mrs. Childs stated that she is working with Eide Bailly on the audit presentation for December. Mr. Rackley spoke about a survey of the County's property at Derby Field. He is working with DA Shields, the FAA (Federal Aviation Administration), and a potential leaseholder. Mrs. Hudson would like the Derby Field Caretaker position put back on the agenda. Mrs. Hudson also needs approval of a higher room rate for the water conference in Las Vegas in February.

CORRESPONDENCE: There was no additional correspondence discussed.

MATTERS OF THE BOARD FOR DISCUSSION, BOARD MEMBER REPORTS, BOARD LIAISON REPORTS: Mrs. Hudson attended a meeting with the Navy. They have been in contact with grazers. They are currently focusing on B16, which is south of Fallon. There will be no action taken on Pole Line Road until 2027 or 2028, depending on funding. They have been working with the Iron Mine owners. They will be having a meeting regarding minerals and Cortez Mine will be included. Mr. Shields stated that representatives from the Iron mine had approached the Board about a road maintenance agreement for Pole Line Road previously. That person has left the company and the new person stated they are maintaining status quo, but would look at an agreement for the future.

Mrs. Hudson will attend the Hospital Board and Healthcare Foundation meetings. Both Water Boards received funding to retire water rights and are moving forward.

Mr. Rackley stated that the Western Nevada Health District did not have a meeting this month due to the holidays. He received another letter from the maintenance tech for the TV District regarding his retirement.

Mr. Crim has NACO on Friday.

PUBLIC INPUT: There was no public input.

VOUCHERS: Mrs. Hudson made a motion to approve the vouchers, with the exception of a voucher for Vendor # 255, Joe Crim, and Vendor #521, BSL Electric. 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.

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

As there was nothing further to come before the Board, the meeting adjourned at 10:39 a.m.

Approved 12/20/23: _____/s/
Joe Crim, Chairman

Attest: _____/s/
Lacey Donaldson, Clerk