

JANUARY 3, 2024

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.

REORGANIZATION OF THE BOARD: Mr. Rackley made a motion to appoint himself as Chairman of the Board and Mr. Crim as Vice-Chair. Motion seconded by Mrs. Hudson and passed.

Mr. Rackley took over the meeting at this time.

APPROVAL OF MINUTES: There were no minutes submitted for approval.

COMMISSION BOARD APPOINTMENTS: Mrs. Hudson made a motion to leave the Commission Board appointments as is. Motion seconded by Mr. Crim 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 burden on a business. Motion seconded by Mr. Crim and passed.

UNCLASSIFIED DEPARTMENTS:

ROAD DEPARTMENT & LANDFILL – Dan Hill was present.

Mr. Hill stated that the Road crew helps with the Landfill when they can, and Mr. Reitz is doing well. They hauled some gravel for Duncan’s Road. Mr. Parish bladed Dunn Glen. Everyone is blading snow this morning.

RECYCLING CENTER – Mr. Crim stated that things are pretty slow right now. They’ve been bailing, but don’t have enough for a load yet.

BUILDINGS AND GROUNDS – John Handka was present.

Mr. Handka reported that they started burning weeds at the Airport. He also purchased paint for the airport rental, but they haven’t gotten to it yet. They are busy cleaning up snow today.

AMBULANCE DEPARTMENT – Mrs. Hudson received a report from Marti Nolan. They had five calls since the last meeting. Stryker came and serviced the auto loads in each ambulance. Ms. Nolan and Chief Wilcox are working on a system to ensure reports are completed promptly. Five department members will be taking the EMT class on Saturday. Mrs. Hudson has requested an update on collections.

COOPERATIVE EXTENSION/4-H – Colby Burke was present via Zoom.

Mrs. Burke stated that they participated in the Parade of Lights and the Craft Fair. Baseball and Softball will be starting back up. Other clubs are also getting going for the year. Reganne Barrick has given her notice. Mrs. Hudson asked if UNR would be filling the position. Mrs. Burke stated that she isn’t sure they are aware of the resignation.

IT DEPARTMENT – Justin Abbott was present.

Mrs. Hudson asked if the Community Center was still having issues with the phones. Mr. Abbott stated that the issues were resolved before Christmas, and he hasn’t heard of any new issues. Mr. Abbott reported, with the Holidays, things have been quiet. They have been responding to tickets as

they arise. He notified NNE about the Board's decision at the last meeting, but hasn't heard back from them yet.

ECONOMIC DEVELOPMENT – Mrs. Lusby-Angvick submitted a written update. She interviewed with KOLO 8 regarding broadband, and it aired December 19, 2023. She touched base with Colleen Unterbrink at NDOT (Nevada Department of Transportation) regarding the sidewalks on Central and the G-29 Bridge update. She assisted a non-profit with applying for Rec Board funds for their 2024 event. She also assisted a non-profit with identifying if they qualify for a federal grant. She also distributed the last of the Tourism brochures to local businesses that had expressed interest in having them.

COMMUNITY CENTER – Dianna Munden was present via Zoom.

Ms. Munden stated that she sent an email to the Commission regarding an incident at the Community Center. The custodian helped an individual. She also spoke about an individual who wanted to use the Center on Christmas Day. She was notified a week prior, but was not there. She did not approve the request as it was a Federal Holiday, which would require overtime. The individual was not happy. Mrs. Hudson asked how many years this individual has been renting the Center. Ms. Munden stated that last year was the first to her knowledge. Mrs. Hudson stated that she was told Mr. Handka has it in his budget to cover overtime if necessary. Ms. Munden reiterated that it is a Federal Holiday. Mrs. Hudson didn't feel staff necessarily needed to work on the actual holiday. Ms. Munden also stated that she only received the request a week prior, and she thought the custodian would be out of town. Ms. Munden also felt very threatened by the individual. Mr. Shields felt if further discussion was warranted, an agenda item is needed. This will be put on a future agenda.

CODE ENFORCEMENT – A written report was submitted, but Mrs. Machado was present.

Mrs. Machado showed the Board some pictures of a clean-up effort. Mrs. Hudson asked how a complaint is filed. Mrs. Machado stated that there is a form on the County's website, or you can come in or call the office.

PUBLIC DEFENDER – A written report was submitted.

ELECTED DEPARTMENTS:

LACEY DONALDSON, CLERK-TREASURER – Mrs. Donaldson reported that the office is very busy collecting 3rd Installment taxes and answering questions about the Presidential Preference Primary. Ballots are out. Sample ballots should be going out Friday. Early voting will run for one week, starting January 27th. Judicial Filing started yesterday as well, and they have had two people file.

MELANIE HAMILTON, APPOINTED RECORDER-AUDITOR – Mrs. Hamilton reported that both of the new employees have resigned. She did have a few more applicants, so she has already re-interviewed and hired to fill both positions. One started yesterday, and the other will be starting in the next few days.

Approval to fill vacancy of 1) full-time Administrative Clerk I/II position and request approval to hire 1) full-time Administrative Clerk I/II position on an emergency basis to fill ¾ time vacant position: Mrs. Hudson made a motion to approve the hiring of two full-time Administrative Clerk I/II positions, with one being on an emergency basis. Motion seconded by Mr. Crim and passed.

Approval to contract with Manpower to provide temporary services of Chris Snodgrass to assist with training of Administrative Clerk for payroll position: Mrs. Hamilton feels that it will take three payrolls to fully train Mrs. Barrick. She stated that Mrs. Snodgrass will only be part-time during payroll cycles.

Mrs. Hudson made a motion to approve the contract with Manpower to provide temporary services of Chris Snodgrass to assist with training the Administrative Clerk for the payroll position. Motion seconded by Mr. Crim and passed.

ASSESSOR – Pursuant to NRS 361.300, Resolution directing the County Assessor to take certain actions regarding the Secured Tax Roll: Mrs. Hudson made a motion to adopt Resolution #24-

0101, directing the Assessor to take certain actions regarding the Secured Tax Roll. Motion seconded by Mr. Crim and passed.

JERRY ALLEN, SHERIFF – Sheriff Allen didn't have anything to report, except he is happy to see Winter.

11TH JUDICIAL – A written report submitted. An issue with the break room being in the conference room was mentioned. It was noted that Mrs. Wesner, HR, has responded to the concern.

PROCLAMATIONS AND AWARDS: YEARS OF SERVICE CERTIFICATE/PIN – TORRIE HOSTMAN, JUSTICE COURT, 10 YEARS; RENE CHILDS, RECORDER-AUDITOR, 13 YEARS: Ms. Hostman was not present. Mrs. Childs and her husband were present. Mrs. Childs was presented with a necklace and bracelet for her years of service.

Later in the morning, Ms. Hostman came in and was presented with her certificate and pin for 10 years of service in the Justice Court.

MELISSA SLOAN, WIC DIRECTOR: APPROVAL OF 2023-2024 WIC (WOMEN, INFANTS/CHILDREN PROGRAM) GRANT SUBAWARD FOR PERSHING COUNTY – Mrs. Sloan stated that she sent the Board a quarterly budget. They are completing budgets quarterly due to the looming Government shutdown.

Mrs. Hudson made a motion to approve the 2023-2024 WIC Grant Subaward for Pershing County as presented. Motion seconded by Mr. Crim and passed.

DERBY FIELD AIRPORT: Mr. Rackley stated that there are a lot of things going on at the Airport. He spoke to Mrs. Donaldson about grant funding, as there is a portion of the fence down, which may allow cows on the runway. He has asked Armstrong to research the COVID grant funds to make sure we can use those funds to repair the fence.

BOARD APPOINTMENTS: TV BOARD – A letter was received from Shelly Nee asking to be reappointed to the TV Board.

Mrs. Hudson made a motion to reappoint Shelly Nee to the TV Advisory Board. Motion seconded by Mr. Crim and passed.

HUMBOLDT RIVER DISTRIBUTION BUDGET FOR FISCAL YEAR JULY 1, 2024 TO JUNE 30, 2025 IN THE AMOUNT OF \$109,448.60: Mrs. Hudson made a motion to approve the Humboldt River Distribution Budget for Fiscal Year July 1, 2024 to June 30, 2025 in the amount of \$109,448.60. Motion seconded by Mr. Crim 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; 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: No changes were made to either funding source. Mrs. Hamilton stated that there are some invoices in the run, but they are for items that were already approved.

Barrie Medeiros, representing the Pershing County Employees Association, asked about the employee bonuses from the LATCF funds. Mr. Rackley stated this needs to be discussed, i.e.: amount, what's left in contingency, etc. The Board will meet with HR.

REPORT FROM ADMINISTRATIVE ASSISTANT/HR REP: No report.

BRYCE SHIELDS, DISTRICT ATTORNEY: *Approval for Elizabeth Blondheim and Brailen Allen for out of state travel to attend the 2024 WICSEC (Child Support) Conference in Lake Tahoe, September 24 through October 3, 2024:* Mrs. Hudson made a motion to approve the out of state travel for Elizabeth Blondheim and Brailen Allen to attend the 2024 WICSEC Conference in Lake Tahoe. Motion seconded by Mr. Crim and passed.

Approval to advertise and hire Administrative Clerk I position for Child Support/DMV Offices: Mrs. Hudson made a motion to approve advertising and hiring to fill the vacant Administrative Clerk I position for Child Support/DMV. Motion seconded by Mr. Crim and passed.

(*Item addressed later in the meeting, but included here for continuity) *Agreement for Consulting Services between Impact Evaluation & Assessment Services and Pershing County:* Mr. Shields stated that this was for an investigation on an employee matter.

Mrs. Hudson made a motion to approve the Consulting Services Agreement between Impact Evaluation and Assessment Services and Pershing County. Motion seconded by Mr. Crim.

After the motion was made, Mr. Shields stated that he incorrectly identified this agreement. Margo Teague from Impact Evaluation & Assessment Services was present via Zoom. Mr. Shields stated that we need to complete a needs assessment pertaining to SB 390 opioid settlement funds.

Mrs. Hudson rescinded the previous motion as the Board thought it was for a different matter.

Mrs. Hudson made a motion to approve the agreement between Pershing County and Impact Evaluation and Assessment Services as presented. Motion seconded by Mr. Crim and passed.

ITEMS FOR FUTURE AGENDAS: Mr. Sayles asked about an update from the Hospital. Mrs. Hudson is the Commission Liaison and attends their meetings.

Mrs. Burrows asked if the County Manager would be on the next agenda. Mr. Rackley stated that it won't be discussed until budgets. Mrs. Hudson added that the money has been earmarked, but it needs to be included in the County budget.

CORRESPONDENCE: There was no additional correspondence discussed.

BOARD MEMBER REPORTS, BOARD LIAISON REPORTS: Mrs. Hudson reported that all of her meetings are coming up. She did miss the last Hospital Board meeting.

Mr. Crim hasn't attended any meetings of late. He has a Library Board meeting next week.

Mr. Rackley reported that Central Nevada Health District will be meeting in two weeks. He went up Toulon last week, thankfully before the snow, to do some maintenance for the TV District. Mrs. Hudson stated that the Central Nevada Health District seems to be in an uproar, and asked what's going on. Mr. Rackley stated that things aren't in an uproar. The Mineral County representative resigned as they resigned their position from Mineral County. Another member has mentioned resigning, but hasn't. Mrs. Hudson asked if there is a calendar for Lovelock. Mrs. Wesner will forward it to her.

PUBLIC INPUT: There was no public comment at this time.

APPROVAL OF VOUCHERS: Mrs. Hudson made a motion to approve the vouchers as submitted with the exception of a voucher for Vendor #681, Larry Rackley. Motion seconded by Mr. Crim and passed.

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

The meeting recessed at 9:56 a.m. for a Litigation meeting and reconvened at 10:02 a.m.

PLANNING & BUILDING / IMLAY WATER / PERSHING ELECTRICAL: James Evans was present.

Mr. Evans gave the Board his monthly report. Mrs. Hudson asked about the Imlay Water project. Mr. Evans stated that we were bumped as a couple other projects had a higher priority than us. He took water samples to Reno yesterday. Everything in the office is going smoothly.

Mrs. Hudson stated that at the last meeting a comment was made that the Rye Patch Chevron doesn't have a business license. She clarified that they are operating on the previous owner's business license and will get their own license once the inspection issues have been addressed by the previous owners.

The Board discussed the Senior Center. Mr. Rackley stated that he went over yesterday and helped Ms. Hill with the grants. The Homebound program was discussed as well, with a comment that some meals are getting delivered earlier than usual. It was noted that the number of clients has increased to the point where they must start delivering earlier.

REPORT FROM LEGAL COUNSEL: There was no report.

As there was nothing further to come before the Board, the meeting adjourned at 10:12 a.m.

Approved 2/07/24: _____ /s/
Larry Rackley, Chairman

Attest: _____ /s/
Lacey Donaldson, Clerk