

JANUARY 17, 2024

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

APPROVAL OF MINUTES: Mr. Crim made a motion to approve the minutes from the December 6, 2024 and December 20, 2024 regular meetings, and the December 28, 2024 special meeting. Motion seconded by Mrs. Hudson 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. Crim and passed.

UNCLASSIFIED DEPARTMENTS:

ROAD DEPARTMENT – Dan Hill was present.

Mr. Hill reported that they have been blading and sanding. They also helped at the Landfill. They are in the process of getting more sand for Coeur Rochester. He also reported that a blade broke down and is in for repairs, but they can't seem to isolate the problem. Mr. Hill stated that the repairs could get costly.

LANDFILL – Dan Hill was present.

Mr. Hill stated that they cleaned up the Grass Valley transfer site yesterday. The new employee is still doing well.

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

BUILDINGS AND GROUNDS – John Handka was present.

Mr. Handka reported that they have been dealing with ice and snow. They've also been keeping up with typical maintenance. He has been gathering supplies to paint the rental at the Airport. The appliances are being delivered tomorrow.

COMMUNITY CENTER – Diana Munden was present.

Discussion regarding rental of facility and determination if there will be any specific days that the facility will not be available to rent, such as not scheduling back-to-back events that would impact the Buildings and Grounds Department: Ms. Munden stated that she looked at last year's schedule and has tried not to schedule events back-to-back, so Buildings and Grounds has time to clean. Ms. Munden also spoke about the incident where an event was denied on Christmas Day. She stated that she didn't receive the request until one week prior. In discussions with Mr. Crim, it was suggested to charge extra for a holiday. It was noted that there is already a provision in the contract. Ms. Munden would like to make some format changes and make the holiday fee non-refundable. She would also like the notice requirement extended. Ms. Munden stated that the incident made a very hostile work environment for her. Mrs. Hudson clarified that there is money in Buildings and Grounds' budget for over-time if necessary. Ms. Munden is just trying to get some clarification so she can move forward.

Chuck Sayles stated that it is a "Community" Center. Community events happen on weekends and holidays. He also stated that he has been involved in various events and they always try to clean-up after themselves.

Mr. Crim suggested changing the language in Item 8g from “and” to “or” regarding back-to-back bookings. Ms. Munden would like the Holiday fee to be more prevalent in the contract. Mrs. Hudson stated that it could be added to the fee schedule that is given to the renter.

The Board didn’t see any specific days that the facility wouldn’t be available, so no action was taken. Mr. Shields will work with Ms. Munden regarding her contract concerns.

Ms. Munden asked if Mr. Crim was still her “Supervisor”. He is. Ms. Munden stated that it would be better for her if calls were directed to Mr. Crim instead of to Mr. Handka or Mrs. Wesner. Mr. Rackley stated that if there is a conflict she can’t resolve, send them to Mr. Crim. Mrs. Hudson stated that Ms. Munden’s job is to rent the facility, not dictate the schedule for Buildings and Grounds.

AMBULANCE DEPARTMENT – Chief Wilcox was present, and Marti Nolan was present via Zoom.

Ms. Nolan submitted a written report. She also gave the Board a report from Sharp Billing. EMT testing was on January 6th. Five out of five passed the skills test and four out of five passed the written. That person will retest at the end of the month.

Mrs. Hudson asked for clarification on the billing report regarding write-offs. Ms. Nolan stated a big part of that is the amount that Medicaid/Medicare actually pays. Debbie Mock, Pershing General Hospital, also helped explain. Mrs. Hudson feels that the service should be able to pay to replace the ambulance when needed.

Sean Burke also spoke via Zoom. Based on his experience, if you collect 25% of what you bill, that is a good collection percentage.

LOVELOCK FIRE – Chief Wilcox was present.

Chief Wilcox reported that they’ve had three calls in the last few days. They are down to 15 firefighters and will be initiating a recruiting campaign. The chassis is ready for the ambulance, so they will be taking it to Vegas this weekend. Chief Wilcox tried to obtain a bid for the company in Reno to do maintenance on the fire truck and hasn’t gotten anything. The place in Vegas, which did the City’s truck, is ready to take it now. Mrs. Hudson thought they should just go ahead and take it to Vegas. Chief Wilcox also reported that ISO (Insurance Services Office) will be here tomorrow to start with the Lovelock Department. In regard to fire inspections, they will be checking-in with the business that hadn’t completed any of the tasks. Chief Wilcox stated that they are working on preparations for the NSFA (Nevada State Firefighters Association) Conference in June. The Lovelock Department’s 100 year celebration will be included in the Conference.

GRASS VALLEY FIRE – Chief Burke was present via Zoom.

Chief Burke reported that they currently have 15 members and 3 vacancies. They ended the year with just under 100 calls. They recently held their department elections. Chief Burke stated that the EMT class was very successful. He is planning an EMR (Emergency Medical Responder) class, which is 50 hours, in April. Chief Burke reported that the second-out structure truck is back in service. He has been working on next year’s budget submission. There is a Chiefs’ meeting this Friday in Imlay. Chief Burke reported that a friend of his had a heart attack in Rye Patch, he is doing well and had great things to say about the Lovelock Department and Ms. Nolan specifically.

LEPC – Sean Burke was present via Zoom.

Mr. Burke reported that there was a LEPC meeting on January 10th. All grants are on track. Mr. Burke will be taking a trip to Vegas for the DEM (Department of Emergency Management) Conference at the end of February.

IT DEPARTMENT – Justin Abbott was present.

Mr. Abbott reported that things are running as usual. Mr. Abbott received an email and attended a meeting with the State Department of Emergency Management regarding the Cyber Security Grant. FEMA is to release funds shortly.

Mrs. Hudson did go speak with Mr. Abbott about some IT items and he was very helpful.

ELECTED DEPARTMENTS:

LACEY DONALDSON, CLERK-TREASURER – Mrs. Donaldson stated that the Interlocal Contract between the County and the Nevada Secretary of State can be removed from the agenda. After it was sent out, the counties brought up various concerns and the State will be reworking it.

Mrs. Donaldson also reported that they are in the midst of the Presidential Preference Primary with Early Voting starting next Saturday.

BOARD APPOINTMENTS: CEMETERY BOARD – A letter was received from Glenn “Chick” Rose asking to be reappointed to the Cemetery Board.

Mrs. Hudson made a motion to reappoint Glenn Rose to Cemetery Board. Motion seconded by Mr. Crim and passed.

VICTORIA MOORE, BOYS AND GIRLS CLUB: REPORT FROM THE 1ST QUARTER BEGINNING OCTOBER 1, 2023 THROUGH DECEMBER 31, 2023 – Ms. Moore reported that their current membership is at 60, with actual attendance being between 15 and 19. She gave an overview of the programs they currently offer. They held an Open House, with 180 people attending. They established a “kids zone” at the High School football games and set up a bounce house. For Thanksgiving they provided 100 Thanksgiving meal boxes to local families. They also had a Christmas Party for all members. Ms. Moore reported that they are trying to introduce a hot meal program for after school and Fridays. They are also working on a travel basketball team and providing dance classes.

Sheriff Allen reported that the Boys and Girls Club has been great for the kids at school. The Sheriff’s Department has had to change their protocols regarding “missing” kids. The Boys and Girls Club is now the first phone call when a parent can’t find their child!

UNCLASSIFIED DEPARTMENTS, CONT.D:

SAFETY/CEMETERY – Cheryl Haas was present.

In regard to the cemeteries, it has been quiet. They have been picking up wreaths from the Wreaths Across America project. Ms. Haas stated that Lone Mountain has some washouts, and she is trying to schedule the Road Department to fix them when they are available. The fencing project is done at Big Meadow. The remaining holes will be filled in when the ground hardens back up. Ms. Haas also reported that she would be working with Mr. Hill to spray pre-emergent next month. Ms. Haas is still going through old documents Loa Long had filed away.

In regard to Safety, she has a meeting with POOL/PACT on January 22nd. She has asked them to reach out to Mr. Rackley to participate as well, but they haven’t so far. She is finishing up the Safety Manual. The Excellence Program is still on track. Ms. Haas has been appointed as the Safety Officer on LEPC. Mr. Handka is working on inspection and maintenance of the fire extinguishers. Ms. Haas has also been working on budget prep. She noted that all the AED battery packs will need to be replaced.

ECONOMIC DEVELOPMENT – Heidi Lusby-Angvick was present.

Mrs. Lusby-Angvick stated that the low power FM radio station application was submitted. She emailed the Board the final Brownfields report. In summary, they completed 29 Phase Is, 20 Phase IIs, 10 clean-up plans, 9 re-use of Certified Sites, and 3 Visioning workshops. They also completed a technical assistance grant with the Industrial Park’s market study and participated in a partnership with NDEP (Nevada Division of Environmental Protection) for \$30,000 to complete additional testing, an archeological study, and a corrective action plan on the burn site. Mrs. Lusby-Angvick reminded the Board that they still have opportunities to complete additional Phase I and II projects through the Humboldt County portion of the grant.

Mrs. Lusby-Angvick also reported that Western Nevada Development District’s Annual Summit will be March 25th and 26th, and will probably be held in Fallon.

Mrs. Lusby-Angvick has also been speaking with a marketing company. She is focusing on the Industrial Park and Main Street revitalization. The project may cost up to \$10,000, so she asked if she would need to do an RFP. Mr. Shields stated that it is not required.

Request for the Board of Commissioners to submit a letter to Nevada Department of Water Resources to expedite the approval of water applications for Black Rock Land Holdings, LLC (Application #s 91555, 91556, 91557, 91558, 91559, 91560, and 91561): Mrs. Lusby-Angvick stated that they have been working on this project since 2019.

Mrs. Hudson made a motion to approve the Board sending a letter to the Nevada Department of Water Resources asking them to expedite the approval of water applications for Black Rock Land Holdings, LLC for the application numbers as noted above. Motion seconded by Mr. Crim and passed.

ELECTED DEPARTMENTS, CONT.D:

MELANIE HAMILTON, RECORDER-AUDITOR – Mrs. Hamilton reported that things are moving along, and the transition is going well. The second new hire will be starting full-time today. Mrs. Snodgrass will be working with Reganne Barrick this week to process payroll. Gianna Gonzalez did this week's accounts payable. The contract help from Mrs. Childs and Mrs. Snodgrass has been great. Mrs. Hamilton stated that Budget worksheets have been sent to all departments and the deadline for submission is February 5th.

Salary Resolutions, G. Gonzalez and R. Barrick: Mrs. Hudson made a motion to approve hiring Gianna Gonzalez at an Advanced Step of Administrative Clerk I, Range 23, Step 2. Motion seconded by Mr. Crim and passed.

Mrs. Hudson made a motion to approve hiring Reganne Barrick at an Advanced Step of Administrative Clerk II, Range 26, Step 2. Motion seconded by Mr. Crim and passed.

JERRY ALLEN, SHERIFF – Sheriff Allen reported that they currently have 15 inmates. The new Admin Clerk started this week and is completing the new hire requirements.

Purchasing of Mapping Software for Rims CAD to support upcoming Burning Man Festivals and the Dispatch services for such: Sheriff Allen stated that the estimated cost is \$19,300 and he has approximately \$27,000 left in Burning Man funds. The system will be used countywide, but the majority will be for Burning Man.

Mrs. Hudson made a motion to approve purchasing mapping software for Rims CAD to support the upcoming Burning Man Festivals and dispatch services as presented. Motion seconded by Mr. Crim and passed.

Removal of all Watchguard Body worn and vehicle camera equipment from the Pershing County Sheriff's Office inventory as it was replaced by LensLock in July 2023: Sheriff Allen stated that these body cams are obsolete and Watchguard does not want them back. Most of them will go in the trash. Sheriff Allen will contact some agencies that may be still using this system to see if they could use them for parts replacement.

Mr. Crim made a motion to remove the Watchguard Body worn and vehicle camera equipment from the Sheriff's office inventory. Motion seconded by Mrs. Hudson and passed.

Sheriff Allen also gave the Board the 2023 After Incident Report for Burning Man. Sheriff Allen also stated that he still has one dispatch position open, and he has received two applications.

GRASS VALLEY ADVISORY BOARD: Mrs. Donaldson stated that she received an email this morning from Mike Evans, and he will be resigning from the Board effective immediately.

Linda Workman was present via Zoom. Their next meeting is January 29th and Mr. Crim will attend.

DERBY FIELD AIRPORT: REVIEW OF REVISED AIRPORT LAYOUT PLAN TO ADDRESS HANGAR LOCATION; DISCUSSION REGARDING PLAN FOR ELECTRICAL FOR

NEW HANGAR LAYOUT – Mr. Rackley stated that he has a presentation ready to give the Board. Robert McDougall, Chairman of the Airport Advisory Board; Doug Martin, Airport Advisory Board member; and Mike Dikun from Armstrong, were also present.

Commissioner Rackley presented the Board with two options for future hangar development. The plan that is chosen will need to be submitted to NV Energy.

Chuck Sayles asked if there was a lot of demand for hangar leases. Mr. Rackley stated that they have received several calls.

Mr. Rackley is looking for direction from the Commission. Mrs. Hudson asked about the funding. There is currently \$200,000 earmarked in LATCF funds. They won't know the actual cost of the project until the plans have been submitted to NV Energy.

Mr. Crim asked how much money the County is going to put into the Airport without a commitment from someone. Mr. Rackley stated that we need the infrastructure before people will buy in. Mr. Sayles stated that availability feeds demand.

Mr. Dikun stated that he understands the concern. Airports are economic engines. Mr. Rackley added that he is looking into grant opportunities to build hangars.

Mrs. Hudson made a motion to move forward with option A, box hangars, not t-hangars. Motion seconded by Mr. Crim and passed.

MARZEN MUSEUM ADVISORY BOARD: Kelly Thompson, Museum Director; Jack Hursh, Wendy Nelsen, and Frank Fisk, Board members, were present.

INTRODUCTION TO THE NEW GRAND HUMBUG, REQUESTING PERMISSION FOR A NEW CLAMPER MONUMENT ON MONUMENT ROW AT THE MUSEUM – Jeffrey Owen, President, and Alonzo Roberto were present.

A proposal was given to the Board for a Lassen Trail Monument.

Mrs. Hudson made a motion to approve the Clamper Monument for the Lassen Trail to be placed at the Museum. Motion seconded by Mr. Crim and passed.

It was noted that they are looking at April for installation and the dedication.

Mr. Hursh spoke about the Native American exhibits. They would like to try to obtain the portions of the "Under One Sky" exhibit that pertain to the Lovelock Cave. The local Tribe also supports this request and have also loaned 42 framed arrowheads to the Museum.

REQUESTING PERMISSION TO PURCHASE A SQUARE CARD READER FOR THE MUSEUM – It was noted that Mrs. Nelson currently uses Square for her personal business. There is a 2.6% + 10 cents per transaction fee.

Mr. Shields spoke about the contract. Mr. Abbott spoke about PCDI compliance. Mrs. Donaldson also wanted to know about compliance. Mrs. Donaldson also stated that she spoke to other treasurers and none of them use Square. The County uses Point and Pay, which did suggest another vendor that works specifically with Museums and like businesses; however, Mrs. Donaldson has had a hard time making contact.

Mrs. Hudson made a motion to authorize the Museum to move forward with the purchase of a Square Card Reader, with the caveat that the DA put together the contract and policies and procedures. Motion seconded by Mr. Crim and passed.

REQUEST PERMISSION TO INSTALL TWO HORSESHOE PITS AND REQUEST TO HOST FIREMEN'S DINNER ON JULY 20, 2024 – It was noted that they haven't decided on a location yet.

Mrs. Hudson made a motion to approve the installation of the horseshoe pits and to host the Firemen's dinner on July 20, 2024. Motion seconded by Mr. Crim and passed.

Mrs. Thompson stated that they conducted 24 tours in December. Mr. Hursh spoke about researching the roof replacement. Mr. Rackley suggested working with Mr. Shields to put the roof replacement out to bid.

Frank Fisk invited everyone to come to the Museum and see the changes that have been made.

BARRIE MEDEIROS, PERSHING COUNTY EMPLOYEES' ASSOCIATION (PCEA): PCEA IS REQUESTING A BONUS FOR CLASSIFIED EMPLOYEES FROM LATCF. EMPLOYEE MUST HAVE COMPLETED THEIR PROBATION AND EMPLOYEES THAT RECEIVED WAGES ON 1-5-24 PAYROLL SHALL BE INCLUDED IF THEY MEET THE ABOVE QUALIFICATIONS; REQUESTING APPROVAL FOR 33 EMPLOYEES TO RECEIVE BONUS OF \$2,500 FROM LATCF FOR TOTAL OF \$82,500.00 – Mrs. Medeiros stated that there are actually 34 employees.

Mrs. Hudson stated that her biggest concern is the update given by the Road Department regarding equipment repairs.

Penny Higby stated that the agenda says 33 employees. Mr. Shields stated that it is a typo and can be corrected.

Mrs. Hudson feels the employees deserve a bonus, stating that they are underpaid. Mrs. Hudson suggested \$1,000 to \$1,500. Mr. Crim was thinking \$500. Mr. Rackley would agree with Mrs. Hudson, stating he would like to see \$1,500. Mr. Crim stated that he was ok with that.

Mrs. Hudson made a motion to approve a one-time bonus of \$1,500 from LATCF funds for 34 employees, who have completed their probation and were on the January 4, 2024 payroll. Motion seconded by Mr. Crim and passed.

Mr. Crim left the meeting at 11:02 a.m.

DETERMINATION OF BONUS AMOUNT FROM LATCF FUNDING FOR EMPLOYEES UNDER THE PCEA, PCLEA AND UNCLASSIFIED EMPLOYEES WHO HAVE COMPLETED THEIR PROBATION PERIOD: It was noted that there are 13 under PCLEA, and 14 Unclassified employees. Mrs. Hudson stated that Law Enforcement did receive a bonus from ARPA funding, with the second installment coming in May.

Mrs. Hudson made a motion to approve a bonus for PCLEA and Unclassified employees, for an amount to be determined. Motion seconded by Mr. Rackley and passed.

LIST OF PROPOSED PROJECTS, PRIORITIZING AND CHANGING/AMENDING THE PROJECTS FOR ALLOCATION OF THE COVID-19 AMERICAN RESUCE 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. Hudson asked for clarification regarding an email from the Senior Center. Mr. Rackley stated that original project was with grant funding, not ARPA money.

In regard to the LATCF, \$51,000 will be earmarked in the Contingency line item for the PCEA bonuses.

The meeting recessed at 11:11 a.m. for a Litigation meeting and reconvened at 11:22 a.m.

It was noted that the bonus given to the deputies was \$1923.08. Undersheriff Blondheim, on Zoom, stated that the bonus they received was part of contract negotiations and should not be considered in this discussion.

REPORT FROM ADMINISTRATIVE ASSISTANT/HR REP: Mrs. Wesner stated that things are going fine. She has been answering emails and correspondence, as well as working on budgets.

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

CORRESPONDENCE: There was no correspondence discussed.

**MATTERS OF THE BOARD FOR DISCUSSION; BOARD MEMBER REPORTS;
BOARD LIAISON REPORTS:** Mrs. Hudson attended the Humboldt River Water Basin Authority meeting last Friday. They are working through the last pieces of retiring water rights. They received 13 applications. Mrs. Hudson has a Central Nevada Water Authority meeting on Friday and then will attend the Chiefs' meeting. Mrs. Hudson also attended the Pershing Healthcare Foundation meeting last week. They are working on their annual dinner fundraiser. Last year's event wasn't well advertised or attended. She has a meeting on January 24th with NDEP (Nevada Division of Environmental Protection) regarding Phase II of the Inlay Water System project. The Phase I contract has been sent to NDEP and is moving forward. Mrs. Hudson will also be attending the Water Conference at the end of the month in Las Vegas.

Mr. Rackley reported that there was supposed to be a Central Nevada Health District meeting last week, but it was cancelled due to snow. The TV Board met yesterday. They discussed some issues and the budget.

PUBLIC INPUT: Amanda Burrows spoke about the LATCF funds and asked for clarification regarding the Public Guardian position and the County Manager position. In regard to the County Manager position, funds have been earmarked; however, the Board has not voted to fill the position. The Public Guardian position already exists and was originally grant funded. LATCF funds were earmarked, so that the position did not end when the grant expired.

APPROVAL OF VOUCHERS: Mrs. Hudson made a motion to approve the vouchers as submitted. Motion seconded by Mr. Rackley and passed.

As there was nothing further to come before the Board, the meeting adjourned at 11:46 a.m.

Approved 03/20/24: _____ /s/
Larry Rackley, Chairman

Attest: _____ /s/
Lacey Donaldson, Clerk