

JULY 20, 2016

The meeting was called to order at 8:30 a.m. by Darin Bloyed, Chairman. Those present were Pat Irwin and Carol Shank, Commissioners; Bryce Shields, District Attorney; Karen Wesner, Administrative Assistant; and Lacey Donaldson, Clerk.

APPROVAL OF MINUTES: Mr. Irwin made a motion to approve the minutes of the Special Meeting of June 29, 2016 as presented. Motion seconded by Mrs. Shank and passed.

PUBLIC INPUT: Sandra Meck gave the Board a letter requesting sixteen (16) unpatented BLM mining claims be added to the Pershing County Lands Bill. She also gave them a list of Nevada Wilderness Areas, and a printed presentation titled "Nevada Land Withdrawals from Mineral Entry; A Historical Perspective" created by Dennis Bryan, Nevada Commission on Mineral Resources and Alan Coyner, Administrator of the Nevada Division of Minerals.

ELECTED DEPARTMENTS:

KAREN STEPHENS, JUSTICE COURT – *Request for approval to change advertisement and hiring for vacant ¾ time position to full-time position:* Judge Stephens gave the Board some information in regards to the budget. Moving the position to full-time would increase the budget \$11,543.89; however, Judge Stephens felt that the Civil Fees collected would cover the increase.

Mr. Irwin made a motion to approve the request to change the advertisement and hiring for the vacant position in Justice Court from ¾ time to full-time to be covered by the Civil Fees collected in the Department. Motion seconded by Mrs. Shank and passed.

Mrs. Childs stated that the Civil Fees are currently deferred. She asked the Commission if she is to transfer the money from the deferred account to cover the increase and if they wanted her to inform the Board when the money runs out. Mr. Irwin stated yes.

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. Irwin noted Item #7 regarding the Business License Fee change. Mr. Shields stated that he does not have the first reading prepared for today and no action will be taken.

Mrs. Shank 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. Irwin and passed.

UNCLASSIFIED DEPARTMENTS:

ROAD DEPARTMENT – Brian Greene was present.

Mr. Greene reported that since the last meeting they spent about a week working in Limerick Canyon patching the road. They also spent a day on Upper Valley and Lower Valley patching as well. They also fixed three culverts that were sunken in. Yesterday they moved the screening plant out to Dixie Valley.

LANDFILL – Brian Greene was present.

Mr. Greene stated that he spoke with Mr. Nielsen this morning. He was in Grass Valley yesterday and the transfer site looks good. Imlay's transfer site also looks good. They are picking up

Unionville's today. The transmission light came on in the dozer. It is running fine and would cost approximately \$1,500 to replace the computer, so they are just going to let it go for now.

SENIOR CENTER/VOLUNTEER COORDINATOR – Jordan McKinney was present.

Mrs. McKinney stated that Monday was her first day back from maternity leave. She is preparing for their State audit and has a list of items for Buildings and Grounds to repair. Two drivers are in Fallon today getting their ADA training. She also stated that they will be sending Lovelock Loot to all the volunteers that didn't attend the Safety Barbeque.

Mrs. McKinney stated that the stove went out on Monday. Someone is coming out today to look at it. A lot of money has already been put into this stove; probably more than it is worth. Mrs. McKinney would like to use Gift Fund money and augment with Building Fund money to purchase a new stove. She is anticipating a new stove would cost \$10,000. Mr. Irwin didn't feel the Gift Fund money should be used as the stove is part of the facility. An item will be put on the next agenda.

BUILDINGS AND GROUNDS – John Handka was present.

Mr. Handka reported that the heating and a/c project is almost complete. The roofing project at the Airport started yesterday and they should be done by tomorrow. Mr. Handka stated that it is looking really good.

Proposal to install HVAC in Resident Deputy's house: The Board was given a quote from Oasis Air Conditioning & Heating in the amount of \$5,970.00. Mr. Bloyed asked Mrs. Childs if she had an update on the Building Fund balance. Mrs. Childs stated that right now the Ending Fund Balance is \$3,338,000. Subtracting out the pending projects and the transfer to the General Fund the balance would be \$1,928,000. She also stated that this does not include any expenditures that are in today's run.

Mr. Bloyed asked Mr. Handka what other repairs need to be made to the house. Mr. Handka stated that the roof should probably be replaced within the next year or so and the bathroom needs some repairs, but Deputy Reed isn't worried about it at the moment. Mr. Handka also stated that he was in the house when it was pretty hot and the two existing coolers are not adequate. He also stated that the only heat is oil heat and it could get expensive.

Mrs. Shank asked about the windows. Mr. Handka stated that they are old, but not in bad shape. It was noted that there is \$30,000 set aside in the Building Fund for the repairs needed on this house. Robert McDougal suggested having additional insulation sprayed into the ceiling of the home.

Mrs. Shank made a motion to approve the quote from Oasis in the amount of \$5,970 to install HVAC in the rental house in Imlay with the funds coming out of the Building Fund as already appropriated. Motion seconded by Mr. Irwin and passed.

Proposal to add cooling system to Imlay Community Center: A quote was received from Oasis in the amount of \$4,940.00. Mr. Handka stated that he has replaced several pumps and line on the swamp cooler and feels it is continually being vandalized. He has also been told by the deputies that it is not adequate.

Mrs. Shank suggested putting a window mount unit in the office. Sgt. Carmichael stated that he uses that office often and felt that a window unit would be a security risk. Mr. Bloyed thought a more efficient swamp cooler would suffice. The Board would like Mr. Handka to look into some other options.

There was also a concern that the quote for the Imlay rental house would increase if we didn't also do this project. Mr. Handka doesn't think so, but he will make sure.

Bid proposal from Oasis Heating & Cooling to service all HVAC units for Pershing County: A proposal was submitted by Oasis to service six units at the Community Center, four units at the Sheriff's Office, four units at the Administration Building, two units at the Library, one unit at the Annex Building, two units at the Senior Center, one unit at the Museum, one unit at the Juvenile Department,

thirty-seven units at the Courthouse, and one unit at the Imlay Senior Center. Mr. Irwin questioned why the Courthouse was included as it is a brand new system and should include a warranty. Mr. Handka stated that he would have to look into that.

Mrs. Stripe asked if the Grass Valley Community Center would be included. Mr. Handka stated that he would make sure they were added.

Larry Rackley asked if this bid was sent to other companies. Mr. Handka stated that it was not as he primarily uses Oasis if there are any problems. Mr. Rackley stated that the unit at Toulon should also be included.

Mr. Irwin was also concerned as this contract doesn't include parts and things like changing filters can be done in-house. Mrs. Shank stated that if the unit isn't replaced at the Imlay Community Center, it doesn't need to be included and the resident deputy's house isn't on the list either.

Mrs. Childs also informed the Board that this service contract would not be paid out of the Building Fund; it would have to be included in the Buildings and Grounds budget.

The Board would like to bid this out to other companies so they can get a cost and service comparison that includes all of the County's heating and a/c units.

Mrs. Stripe asked about the fire extinguishers at the Grass Valley Community Center. Mr. Handka stated that they were returned Tuesday or Wednesday. Mr. Handka stated that they had been removed as it was found during the Safety Inspection that they had not been inspected. Mrs. Stripe stated that they have been inspected. Mrs. Shank stated that the tag had not been punched. Mrs. Shank also stated that there is an issue with two of the doors. Mrs. Stripe stated that the front door needs to be replaced. Mr. Handka will look into it.

The meeting recessed at 9:13 a.m. for a litigation meeting and reconvened at 9:33 a.m.

COMMUNITY CENTER/ECONOMIC DEVELOPMENT – Mrs. Shank stated that Mrs. Lusby-Angvick is in Idaho attending training.

FIRE/AMBULANCE DEPARTMENTS –

Mr. Irwin stated that the Board has not received an update on any action that was taken in regards to the EMS evaluation that was done. An item will be put on the next agenda.

LOVELOCK: Nathan Carmichael stated that the department is down to 21 people. The Firefighter I/II classes are currently being taken by 6 people. It has been hard to get participation from the membership. They did hold a training class last night and will continue every fourth Tuesday. The class is on an individual basis, but they are going through the book as a group. Sgt. Carmichael also reported that the new gurney has been delivered.

LIBRARY – Pam Munk stated that there will be a new art exhibit starting in August.

COOPERATIVE AG EXTENSION – Steve Foster was present along with Clint Aldridge, UNCE (University of Nevada Cooperative Extension) IT.

Mr. Foster attended the Western SARE (Sustainable Agriculture Research and Education) meeting last week in Newport, Oregon. There are approximately 17 kids from Pershing County attending 4-H Camp this week at Tahoe. The 4-H Barbeque will be held during Frontier Days.

Mr. Foster's will be attending the Nevada Society for Range Management meeting July 29-30 in Eureka.

Approval to share cost for installation of fiber lateral to replace T-1 line: Mr. Aldridge stated that there is a Federal grant that is running fiber line past the Community Center to the Hospital. He was contacted in regards to purchasing a lateral off the line. This would eliminate the monthly charge on the T1 line and would save approximately \$2,000 per year. Mr. Aldridge believes the University has some

funding they can commit to the project if the County would agree to commit between \$3,000 and \$4,000. There would be no monthly fee for the fiber. The only additional cost would be a yearly service charge, but Mr. Aldridge doesn't think it is very much.

Mr. Irwin made a motion to approve the cost share in the amount of \$3,000 to install fiber lateral to replace the T-1 line into the Community Center for the Ag Extension office. Motion seconded by Mrs. Shank and passed.

GRASS VALLEY ADVISORY BOARD: Annette Stripe was present.

Mrs. Stripe asked if the Commission would like the Advisory Board to continue maintaining the Community Center. Mrs. Shank stated that it has been very helpful and they have done an excellent job doing so. Mrs. Stripe doesn't mind them continuing to do so, but is very upset by the lack of communication. Mrs. Pam Munk apologized for not having notified them of the Safety Inspection and stated that it would not happen again. Mrs. Shank also stated that if there is a big project or any issues, Buildings and Grounds needs to be contacted.

Mr. Irwin reiterated the Board's appreciation for everything that they have done out there. In regards to the issue with the fire extinguishers, Mr. Irwin would like Mrs. Munk to budget for some extra extinguishers. This way, if some need to be removed for service, a building isn't left without any.

Mrs. Stripe also stated that one of the Board members received a call from the new owner of the old community center regarding not being able to obtain a permit. The Board did not have any information in regards to this. Mr. Bloyed will speak to the Planning and Building Department.

UNCLASSIFIED DEPARTMENTS, CONT.D:

SAFETY – Pam Munk was present.

Mrs. Munk reported that she is in the middle of doing the summer session of Safety training. The playground equipment is in need of being replaced. Mrs. Munk has put together a committee and has obtained some quotes to replace the equipment and make it handicap accessible. She has also been looking for grant funding.

Mrs. Munk is still working on being in compliance with the new Global Harmonization Program. All the Safety Data Sheets have been replaced and new covers have been made. Chemical lists have been put in all the buildings. She is still working on printing new labels.

Mrs. Munk stated that a piece of metal and plastic fell off the roof of the Library. No one was hurt and there was no other damage. Buildings and Grounds did climb up there and did a temporary fix, but it needs to be repaired as soon as possible.

Mrs. Munk also inspected the Imlay Community Center and it went well, but the building is very dirty. The front door of the Grass Valley Community Center needs to be replaced. Mr. Bloyed stated that Mr. Handka is looking into it. Mrs. Munk stated that she would type up those Inspection Reports as soon as she has time.

Mrs. Munk stated that she needs to take two more classes to obtain her Public Administrator Certification for Safety. She will have an item on the next agenda to apply for a POOL/PACT grant.

PLANNING DEPARTMENT: Holli Garretson was present.

Mrs. Garretson did not have anything to report.

Mrs. Shank asked about the old Community Center building in Grass Valley. Mrs. Garretson stated that she hadn't seen any permit applications.

IMLAY WATER SYSTEM: Holli Garretson was present. Mrs. Garretson did not have anything to report.

BUILDING DEPARTMENT: Holli Garretson was present. **CODE ENFORCEMENT** – Mrs. Garretson stated that she took some pictures of a property in Grass Valley and she also attended a court hearing.

LOCAL EMERGENCY PLANNING COMMITTEE: Mrs. Shank stated that they had a meeting last week and one of the grants was audited. Mrs. Childs stated that there are some written procedures that are needed and she is working on those.

ELECTED DEPARTMENTS:

LACEY DONALDSON, CLERK-TREASURER – Mrs. Donaldson reported that she has hired someone to fill the vacant position in her office and she started on Monday. The property tax bills went out last Tuesday and they have been busy taking payments. Mrs. Donaldson also reported that Dominion is here today doing preventative maintenance on the voting machines.

Approval of corrections/changes to the Tax Roll: Mrs. Donaldson gave the Board one correction for APN #001-134-11, Andrew Perris. It was noted that the property was billed as a four-plex instead of a three-plex, so one Landfill and TV assessment would need to be removed resulting in a \$140 credit.

Mr. Irwin made a motion to approve the correction to APN #001-134-11 as presented. Motion seconded by Mrs. Shank and passed.

RENE CHILDS, RECORDER-AUDITOR – Mrs. Childs stated that the auditors from Eide-Bailly will be here next week to start the yearly audit.

Mrs. Childs spoke about Its My Community Store. She contacted them regarding the quarterly donation to a non-profit selected by the County. They are still working on the 1st quarter, which is January through April. Mrs. Childs also learned that the actual percentage isn't 10% for every item purchased, it varies. When she has some idea of the amount, she will bring the information back to the Commission.

Mrs. Childs also stated that she hasn't had time to work on the web-based email, but will get back on it as soon as she has time.

Change Order for carpeting in the Recorder's Office to match Archival carpeting to be paid out of the Building Fund: Mrs. Childs stated that she still hasn't received a quote. This item will be put on the next agenda.

Quote from Precision Document Imaging to convert & redact documents from 1985-2006 with funding from the Recorder's Tech Fees: Mrs. Childs stated that all documents starting from 2007 are available online and this would bring them more up to date. There is over \$100,000 in the Tech Fund currently.

Mr. Irwin made a motion to approve the quote from Precision Document Imaging in the amount of \$33,026.40 to convert and redact documents from 1985 through 2006. Motion seconded by Mrs. Shank and passed.

Mrs. Childs informed the Board that the Ambulance Fund was augmented to cover the expenses for the new gurney, but those expenses didn't come in prior to June 30th. She also informed the Board that the voucher run is quite large and she feels like all the departments spent money the last week of June.

LAURI CERINI-JONES, ASSESSOR – Mrs. Cerini-Jones stated that the ad is in paper for the vacant Appraiser position and Mrs. Donaldson has posted it on the website as well. Mrs. Cerini-Jones

also stated that she spoke with Chastity Arnett from the Road Department in regards to some help with the GIS program. Mrs. Cerini-Jones stated that her next goal is to get proactive with collection efforts on the delinquent accounts.

PROCLAMATIONS AND AWARDS: The Board did not have any proclamations or awards to consider.

FIRST READING OF PROPOSED AMENDMENT TO CHAPTER 5.04.030 RELATING TO THE BUSINESS LICENSE FEE SCHEDULE: The proposed amendment is not ready for a first reading so this item will be put on a future agenda.

BID AWARD FOR COURTHOUSE WINDOW REPLACEMENT: This item will be placed on the next agenda.

CORRESPONDENCE: The Board received a letter from the Churchill County Board of Commissioners in regards to the Pershing County Lands Bill. The Churchill County Commissioners recommend against inclusion of any lands situated within Churchill County in this Bill.

REPORT FROM LEGAL COUNSEL: Mr. Shields stated he will be going to Alabama in August for some forensic training.

REPORT FROM ADMINISTRATIVE ASSISTANT: Mrs. Wesner stated that everything is going well. The County was granted an extension by CDBG (Community Development Block Grants) on the Imlay Sewer grant through September 30th.

UPDATE AND DISCUSSION REGARDING STARTING THE PROCESS FOR THE NEXT STEPS REGARDING THE PERSHING COUNTY ECONOMIC DEVELOPMENT AND CONSERVATION ACT: Mr. Irwin stated that Congressman Mark Amodei did introduce the Bill on the Floor of Congress, so now it is going simultaneously through both houses. Mr. Irwin will work with Mr. Shields on the Board's next step and this item will continue to be an agenda item for the months to come.

SHERIFF'S DEPARTMENT: Sgt. Carmichael stated that they are hoping to have Deputy Reed through his FTO (Field Training Officer) by the 1st of August. His past experience has helped him get through the training quickly. Sgt. Carmichael also stated that they have received a couple applications for the vacant deputy position, but he is not sure where Sheriff Allen is at with that process.

UPDATE ON 2016 BURNING MAN EVENT – Sgt. Carmichael stated they are still working on the budget. He also stated that they have been asked by Burning Man to do some different things that are creating some issues. BLM will not provide the Department with radios. Burning Man purchased them last year, but they may not be available. Roger Vind stated that Burning Man will provide Pershing County with those radios. They are trying to identify what the actual cost of the items that are being provided to Pershing County is. Burning Man will make sure the necessary things are made available to Pershing County, but there may be a cost associated.

Mr. Vind stated that Burning Man would like a written commitment from the County in terms of the HGH (Humboldt General Hospital) personnel that are being utilized as deputies and what roll they will play.

VOUCHERS: Mrs. Shank made a motion to approve the vouchers as submitted. Motion seconded by Mr. Irwin and passed.

MATTERS OF THE BOARD FOR DISCUSSION, BOARD MEMBER REPORTS, BOARD LIAISON REPORTS: Mrs. Shank stated that she didn't have anything to report. She has been working with Mrs. Lusby-Angvick, the BLM and the California Trail group in regards to the possible installation of a sculpture.

Mr. Irwin didn't have anything to report.

Mr. Bloyed stated that the Recreation Board is asking the DA's office to look at the Room Tax Ordinance in regards to the long-term occupancy clause.

Mrs. Shank mentioned that there hasn't been a jail inspection in quite some time. One will be scheduled for the next meeting.

PUBLIC INPUT: Mrs. Hultgren spoke about the Pershing Healthcare Foundation. They will be having their first fundraiser dinner on September 10th.

As there was nothing further to come before the Board, the meeting adjourned at 11:10 a.m.

Approved: _____ /s/
Darin Bloyed, Chairman

Attest: _____ /s/
Lacey Donaldson, Clerk