

OCTOBER 19, 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: Mrs. Shank made a motion to approve the September 21, 2016 regular meeting minutes as submitted. Motion seconded by Mr. Bloyed and passed. Mr. Irwin abstained as he did not attend that meeting.

PUBLIC INPUT: Vonni Hemp thanked the Board on behalf of the Recorder's office for the new Archival Storage. She also asked the Board if Mary Helen's type writer could be displayed in their office. An item will be put on a future agenda.

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 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 Mrs. Shank and passed.

UNCLASSIFIED DEPARTMENTS:

ROAD DEPARTMENT – Brian Greene was present.

Mr. Greene reported that they spent about five days hauling gravel out of the cut-off pit on Dixie Valley Road. They moved the water pump to the old Paris Ranch where the screening plant is running in the Pleasant Valley pit. They spent a few days prepping some roads. With the rain on Sunday, he sent two blades to Ragged Top, two to Fencemaker Flat, one to Callahan Road in Imlay and one to Grass Valley.

Mr. Greene stated that the Railroad raised the tracks on Westfall Road when they went through doing maintenance. The Road Department put down a full load of cold mix, but it is still too high, so tomorrow the crew will haul some hot mix and blade it down. The Railroad is currently working in town and starting on October 24th they will be on Main Street, heading north. Mr. Greene is hoping to have a plan for Rogers Road by Friday.

Mr. Greene stated that when he came in this morning there was some information on his desk from Relief Canyon Mine regarding hauling detonite. They want to use articulated haul packs, which are 160,000 pounds loaded. Mr. Greene told them no, but he would speak to the Commission. Mr. Irwin stated that there needs to be an agenda item, so Mr. Greene will have them contact Mrs. Wesner.

Review recommended changes to the job description for the Road Department Superintendent position: It was noted that Mrs. Shank and Commissioners-Elect Rackley and McDougal went through the job description and the only recommended changes are clerical.

Mr. Irwin made a motion to approve the changes to the Road Department Superintendent job description as presented. Motion seconded by Mrs. Shank and passed.

Review recommended changes to the job description for the Landfill Supervisor position: Mrs. Shank, Mr. Rackley and Mr. McDougal also had some recommended changes for the Landfill Supervisor position.

Mrs. Shank made a motion to approve the changes to the Landfill Supervisor job description as presented. Motion seconded by Mr. Irwin and passed.

LANDFILL – Brian Greene was present.

Mr. Greene reported that the Landfill was closed for four hours on Friday due to high winds.

Discussion regarding matters relating to the division of the Road Department and Landfill: Mr. Irwin recommended postponing this item until more information regarding budget, etc. is obtained. Mrs. Shank stated that it could wait until the January meeting.

SENIOR CENTER – Mr. Irwin stated that he spoke with Mrs. McKinney this morning. Mrs. McKinney is working in the kitchen today and won't be in. There will be an item on the next agenda to hire the replacement for the kitchen staff. The new stove has been ordered and the ice machine will be ordered today.

BUILDINGS AND GROUNDS – *Purchase of additional shelving for Archival Storage Building:* Mrs. Childs reported that they had previously purchased shelving at Lowe's for approximately \$75.00.

Mr. Irwin made a motion to approve \$100 per shelving unit for 20 units to come out of the Building Fund for the Archival Storage building. Motion seconded by Mrs. Shank and passed.

PERSHING COUNTY FIRE/AMBULANCE DEPARTMENTS –

LOVELOCK FIRE DEPARTMENT: Chief Ayoob was present.

Chief Ayoob gave the Board a copy of the survey being done by UNR and stated that it is out in the community. They have discussed briefly with Humboldt General the possibility of some more cooperation on transfers. Chief Ayoob gave the Board some information regarding posts on Facebook speaking ill of the Fire Department. It was noted that the County does have a social media policy. Chief Ayoob also spoke about Firefighter training and stated that a voucher will be coming through.

PERS INCREASE: The Fire Departments have not had a PERS increase since 1995. Mrs. Childs prepared some numbers regarding a \$100 increase. The increase for all four departments if they were at maximum membership would be \$29,406.00.

Mrs. Shank made a motion to increase the deemed wage for each department by \$100 effective January 1, 2016 with future increases to be reviewed during budget workshops. Motion seconded by Mr. Irwin and passed.

ELECTED DEPARTMENTS:

LACEY DONALDSON, CLERK-TREASURER – Mrs. Donaldson stated that the office has been busy preparing for the upcoming election. The Early Vote and Grass Valley machines were Logic and Accuracy tested in the office last week. Fortunately, the rest of the election equipment was moved into the new Archival storage on Thursday and the remainder of the testing was able to be completed there. Mrs. Donaldson stated that it was very nice being able to do the testing so close to the office and thanked the Board for the new space.

Mrs. Donaldson stated that she did have a couple roll corrections, but did not bring them. None of them require refunds and she will bring them to the next meeting.

RENE CHILDS, RECORDER-AUDITOR – Mrs. Childs gave the Board the Ending Fund Balances for September. Mrs. Childs stated that the General Fund is in good shape right now. She was able to make transfers to Law Enforcement and to 11th Judicial without transferring money from PILT (Payment in lieu of Taxes). We also received the payments from Lander and Mineral for the 11th Judicial.

ADS, Proactive Technical Services Offering: The Board was given a handout outlining the additional services that would be provided. The cost for the additional services would be \$3,400 per month and would be in addition to what we already pay them.

Mrs. Shank made a motion to approve the expanded services offering from ADS effective November 1, 2016 in the amount of \$3,400 per month to be paid out of Ad Valorem. Motion seconded by Mr. Irwin and passed.

Quote from Precision Document Imaging for replacement of Documentum System (includes Assessor, Clerk, Recorder & District Court offices and to be paid out of Tech Funds & Judicial Funds):

The cost to convert from Documentum to PDI would be \$50,244. The Board would like to see a breakdown of cost for each department. This will be put back on the next agenda.

GRASS VALLEY ADVISORY BOARD: Annette Stripe was present.

Mrs. Stripe stated that the Board met early this month due to Halloween. Congressman Hansen was supposed to speak, but was not able to make the rescheduled meeting. He will be out on November 28th.

\$125 was presented to the Grass Valley Fire Department from the rummage sale. Turkey Bingo has been cancelled due to a lack of volunteers.

Mrs. Stripe stated that there were several residents at the meeting that expressed their appreciation of the work done by the Road Department.

UNCLASSIFIED DEPARTMENTS, CONT.D:

PUBLIC DEFENDER – Steve Cochran was present.

Mr. Cochran stated that they wrapped up a serious case on Monday.

Review plan for office expansion: Mr. Cochran stated that in terms of structural changes, they don't have any requests. It was noted that Mr. Cochran's office will stay where it is at and Ms. Martinez's office will move into the space vacated by Buildings and Grounds. Ms. Martinez would like some new office furniture. The Board did not see any problems with the purchase of new office furniture as long as it is within budget.

ELECTED DEPARTMENTS, CONT.D:

LAURI CERINI-JONES, ASSESSOR – Mrs. Cerini-Jones stated that they are still working on their appraisal cycle. She also stated that she is very much in support of the move to PDI (Precision Document Imaging). Mrs. Cerini-Jones stated that she has had to occasionally close DMV for lunch due to staff shortages.

PROCLAMATIONS AND AWARDS: Mrs. Shank made a motion and read a Proclamation declaring October 9-15, 2016 Fire Prevention Week. Motion seconded by Mr. Irwin and passed.

BOARD APPOINTMENTS: A letter of resignation was received from Sean Burke for the Planning Commission, but it was not on the agenda correctly, so it will be accepted at the next meeting.

CORRESPONDENCE: There was no additional correspondence discussed.

REVIEW OF RECOMMENDATION FOR CHANGES TO THE COMMISSION MEETING ROOM (FLOORING, TABLE SKIRTING, TECHNICAL/LIGHTING UPGRADES):

Mrs. Shank stated that she had a workshop with the two Commissioner-Elects and the upgrades for the Commission room were discussed.

Mr. Bloyed would recommend, due to the upcoming holidays, waiting till the first of the year. Mr. Irwin agreed, stating that the funding is there, but some thought needs to be put into the plan.

It was decided that they could continue working on a plan, but nothing will be done until the first of the year.

The meeting recessed at 9:56 a.m. for a Litigation meeting and reconvened at 10:05 a.m.

PLANNING DEPARTMENT: James Evans was present.

Mr. Evans stated that there will be Planning Commission meetings in both November and December.

IMLAY WATER: James Evans was present.
Mr. Evans had nothing to report.

BUILDING DEPARTMENT: James Evans was present.

Mr. Evans stated that things have been steady on the Building side of the office.

ARCHIVAL BUILDING UPDATE – Mr. Evans stated that the Fire Marshall will be here on October 24th to sign off on the Fire Suppressant system. We were given a Certificate of Occupancy.

The meeting recessed to take a tour of the Archival Building. The meeting reconvened at 10:25 a.m.

JERRY ALLEN, SHERIFF: Sheriff Allen reported that the padded cell has been re-padded. He had four candidates for the open deputy positions, but was only able to interview two of them. One of them was only interested in being a Reserve Deputy. Sheriff Allen will re-advertise the position.

UPDATE ON BURNING MAN EVENT – Sheriff Allen stated that he is still working on the After Action Report. There was another sexual assault case that was received last week, so he will be submitting that information to the District Attorney's office.

Mr. Irwin asked if Sheriff Allen had received notification of an after event meeting with Burning Man. Roger Vind stated that nothing has been scheduled at this time.

The Board presented Sheriff Allen with a Certificate of Recognition and pin for ten years of service. He was also given a Certificate of Recognition for Lt. Bjerke with 15 years of service.

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

REPORT FROM ADMINISTRATIVE ASSISTANT: Mrs. Wesner stated that the Imlay Sewer project will be advertised for bid in this week's paper. We were granted a final extension to December 31, 2016.

DERBY FIELD AIRPORT: SET DATE FOR OPEN HOUSE AND FLY-IN EVENT – Mr. Irwin would like this to go back to the Airport Advisory Board. He did mention doing something in conjunction with the Valentine's Day Balloon event. Mrs. Shank stated that they are also looking at refurbishing the MIG. Mr. Shields stated that he hasn't had a chance to speak to the Boy Scouts about the project.

DISCUSSION REGARDING STARTING THE PROCESS FOR THE NEXT STEPS REGARDING THE PERSHING COUNTY ECONOMIC DEVELOPMENT AND CONSERVATION ACT: Mr. Irwin stated that none of the other counties developed an Ordinance and everything goes straight back to the County Commission. Mr. Irwin and Mr. Shields will work on developing some language and creating an Advisory Board. Mr. Shields stated that he could have something preliminary by the first meeting in November.

Mr. Bloyed asked if anyone had made sure that they didn't include more of the Fencemaker area than we had agreed to. Mr. Irwin stated that he looked at the language and it is correct, so he is just waiting for confirmation on the map.

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

MATTERS FOR THE BOARD FOR DISCUSSION, BOARD MEMBER REPORTS, BOARD LIAISON REPORTS: Mrs. Shank stated that she attended the Frontier Community Coalition

meeting on Monday. She also spoke about the Hospital establishing a Tele-Medicine program. She also stated that the High School will be having a Career Fair on November 3rd.

Mrs. Shank also attended the Healthcare Foundation meeting yesterday. Their fundraiser dinner brought in approximately \$2,600, bringing their total collection to date to \$12,335.00.

Mr. Irwin has a NACO teleconference on Friday. Mr. Irwin asked if they discussed Board Appointments at the Commissioner-Elect Workshop. Mrs. Shank stated that they did set some more dates for workshops and it can be discussed then.

Mr. Irwin stated that he went out and looked at the new roof on the terminal building and everything looks really good. He stated that all the work done at the Airport has made a huge difference. Mr. Irwin would also like the Unionville projects put on a future agenda to discuss moving forward.

Mr. Irwin will also be meeting with the Juvenile Justice Committee in November and has meetings with State Forestry and Safecom coming up.

Mr. Bloyed attended the NV Works meeting last Friday and introduced Mr. McDougal to the Board. The Recreation Board met a couple weeks ago and the RFP (request for proposals) for the billboards did not go out. Legal Counsel is working on the verbiage and it should go out soon.

Mr. Bloyed also stated that he is concerned about the safety ladder on the outside of the Community Center as it is not secured. He will talk to Mr. Handka about it.

PUBLIC INPUT: Mr. Irwin would like an item on a future agenda to use McDougall Field for the Balloon Races in February.

As there was nothing further to come before the Board, the meeting adjourned at 11:03 a.m.

Approved: _____ /s/
Darin Bloyed, Chairman

Attest: _____ /s/
Lacey Donaldson, Clerk