

JANUARY 6, 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.

REORGANIZATION OF THE BOARD: SELECTION OF CHAIRMAN AND VICE-CHAIRMAN AND COMMISSION BOARD APPOINTMENTS – Mr. Irwin made a motion to not make any changes to the Chairman and Vice-Chairman appointments or the Commission Board Appointments. Motion seconded by Mrs. Shank and passed.

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

PUBLIC INPUT: There was no public input 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. 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 the last two weeks the crew has been busy plowing snow and sanding roads. They have gone through a lot of sand and picked up four more truck loads from Fallon yesterday. When they can, they have been out in the valley with the graders plowing. They will also haul some sand to Coeur when they have time.

Mrs. Shank stated that she received a call about the speed limit on Reservation Road as there are no posted signs. Mr. Greene said the speed limit is 45 mph and he will check on the signs.

LANDFILL – Brian Greene was present.

Mr. Greene reported that he spoke with Mr. Nielsen this morning and he had nothing to report. They have not received any complaints on the transfer sites. Mr. Greene did state that they will have an inspection this month or next.

BUILDINGS AND GROUNDS – John Handka was present.

Mr. Handka reported that his crew has been doing a lot of snow removal as well. The light poles in the park are being wired now and should be done by the end of the week. He also reported that they are still converting the fluorescent bulbs to LEDs at the Library. An engineer from Lennox will be coming out early next week to finalize the scope of work for the HVAC project at the Courthouse.

In regards to the airport, Mr. Handka reported that Humboldt General's helicopter fuel station is up and running. The windows for the terminal building have been ordered. He and Mr. Bloyed went out and looked at the caretaker's trailer. There are some minor things that need to be done before a new renter moves in. They will do some outside painting and repairs when the weather warms up. Mr. Handka might have an employee that is interested in renting the trailer.

Mr. Handka also went out and looked at the empty community center building in Grass Valley. He measured the roof, but hasn't had the time to get a price for materials. Mr. Bloyed asked if it is repairable. Sean Burke stated that it looks like 10-15% of the shingles are missing. Mr. Handka did not go inside, so he doesn't know if there are leaks.

Mr. Irwin asked if they have done anything with the sheetrock at the Museum. Mr. Handka stated that he has not.

Mr. Handka spoke about the work that is needed in the Justice Court bathroom and presented the Board a quote.

Request from Lover's Aloft to use McDougal Sports Complex for the 2016 event: Mrs. Shank made a motion to approve the request of the Lover's Aloft event to use the McDougal Sports Complex February 11-14, 2016. Motion seconded by Mr. Bloyed. Mr. Irwin abstained. Motion carried.

SENIOR CENTER/VOLUNTEER COORDINATOR – Jordan McKinney was present.

Mrs. McKinney reported that they made over \$1,200 for the Christmas Tree Raffle this year. The new pots and pans have been ordered and have shipped. The next Advisory Board meeting will be on January 12th. Breakfast this month will be held on January 29th.

COMMUNITY CENTER/ECONOMIC DEVELOPMENT – Heidi Lusby-Angvick was present.

Mrs. Lusby-Angvick gave the Board a copy of the Business Weekly insert about Pershing County. She has 1,500 copies in her office for interested parties. She will also be distributing them to Western Nevada Development District and some other business partners. Mrs. Lusby-Angvick stated that this was half of the project they are working with Abbi Agency on. The other half is a business development folder with resources about the community.

Mrs. Lusby-Angvick also reported that a new business opened on Saturday, Affordable Car Care on Cornell Avenue.

She will be attending the Recreation Board meeting tomorrow night to schedule a roundtable meeting with PCEDA (Pershing County Economic Development Authority).

Mrs. Lusby-Angvick stated that the Health Department was here last week conducting the yearly inspection. There was a problem with the dishwasher and Mrs. Lusby-Angvick has called the company to come out.

The Community Center Board has sent out pre-qualification letters for the kitchen remodel and received two responses. Mrs. Lusby-Angvick will continue to work with Mr. Shields on this project.

Mrs. Lusby-Angvick stated that she spent a few hours on the phone with the County's website developer and made several changes to her page. She did state that the website speed is horrible.

Request to remove inventory items: Mrs. Shank asked about the broken seat on the chair in question. Mrs. Lusby-Angvick stated that the plywood is broken. Mrs. Shank stated that she could have the chair fixed.

The Board also questioned the reason the coffee cup was on the inventory. Mrs. Lusby-Angvick will work on updating the quantities of these items on the inventory and bring an update to the Board.

The Board did not take any action to remove either item.

BUILDINGS AND GROUNDS, CONT.D – *Discussion regarding flooring for Courthouse offices/hallway/foyer:* Mr. Handka introduced Kelly Brye of Carpet King. Mr. Brye spoke about his product and showed the Board a sample. This product was also used in the Lyon County Courthouse.

PUBLIC DEFENDER – Steve Cochran was present.

Mr. Cochran stated that Ms. Martinez has been on vacation and will be back tomorrow. He also stated that he was appointed on a post-conviction habeas corpus yesterday. Mr. Cochran stated that the only connection this case has to Pershing County is that the inmate is housed here. It is a Las Vegas conviction and a denial of parole out of Carson City. These cases are very time consuming and involve a specialized area of law. Mrs. Shank asked if the State could be billed for this. Mr. Shields will look into this matter.

PERSHING COUNTY FIRE/AMBULANCE –

FIRE COORDINATOR: Mike Heidemann was present.

Mr. Heidemann stated that he is working with Humboldt General Hospital to do an all-inclusive county training in regards to their new helicopter. He would also like to have a meeting with all the fire departments at this time as well. The dates being looked at are February 6th or February 27th.

AMBULANCE: Mrs. Shank asked about collection reports. Mr. Irwin stated that the transition to REMSA's collection agency has not happened yet. Once that is complete they will give us a report of all the accounts that were forwarded to collections. Mr. Irwin also stated that they attended a training put on by the Nevada Fire Chiefs in regards to Medicare reimbursements.

GRASS VALLEY FIRE: Sean Burke was present.

Mr. Burke reported that they responded to 75 calls in 2015. On January 11th they will be having a pre-build conference with Rosenbauer in regards to the fire truck that was ordered. Mr. Burke also spoke about the training schedule and stated they would be starting with Wildland Fire training in January. An online course was recommended by Ralph Hammond from Churchill County and the only cost is the books. Humboldt General Hospital has also agreed to waive all fees for EMT (Emergency Medical Technician), AEMT (Advanced Emergency Medical Technician), and EMR (Emergency Medical Responder) classes for the Grass Valley and Imlay departments.

Mr. Burke also reported that the draft AFG (Assistance to Firefighters Grant) grant is done, but it hasn't been presented to the Commission for approval. It must be submitted by January 15th. The consensus of the Board, due to time constraints, was to have Mr. Bloyed sign the application and an item will be put on the next agenda for approval. If the Board decides not to approve the grant submittal, the application can be pulled.

LEPC – Mrs. Shank spoke about the table top that was held recently. She stated that there were at least 20 people in attendance from various entities. Mrs. Shank also stated that they have a meeting tomorrow morning as well. Mr. Irwin was concerned that there is always a lot of dialect during these trainings, but never any follow through.

ELECTED DEPARTMENTS:

LACEY DONALDSON, CLERK-TREASURER – Mrs. Donaldson reported that the office is busy this week with 3rd installment taxes. They are also beginning to ramp up for elections. Mrs. Donaldson stated that she had spoken to the Board at the last meeting about a Net Proceeds Refund. Eide-Bailly worked with the State to verify the accuracy of the request and we will be refunding Coeur Rochester approximately \$95,000. Eide-Bailly also created a spreadsheet for us to keep better track of these payments as Coeur still has a credit balance of about \$1 million. Mrs. Donaldson also informed the Board that an amended contract with the FAA (Federal Aviation Administration) will be coming before them for approval. When scheduling the flight inspection for the new lighting at Derby Field they did not include the new REILs. There will be an additional cost, but it will be reimbursed through the grant.

Approval of corrections/changes to the Tax Roll: The following corrections were submitted for review:

Parcel #001-111-26, Daryl Giusti, Landfill Assessment removal request resulting in a \$120 refund;

MM 1257, Standard Mine/Florida Canyon, double billing correction resulting in a refund of \$118,365.40.

Mrs. Shank made a motion to approve the corrections to the Tax Roll as submitted. Motion seconded by Mr. Irwin and passed.

RENE CHILDS, RECORDER-AUDITOR – *Quote from Network Solutions for web based e-mails:* Mrs. Childs received a quote from Network Solutions, who is the Domain holder for our website, for web-based email access. The access would be for the Department Heads only. Mrs. Shank asked who hosts the website as the speed is so slow. Mrs. Childs stated that it is Great Basin and she will call them to see if there is a solution for the speed. She will also ask if Network Solutions can host our website.

Mr. Irwin made a motion to approve the five year pricing quote with Network Solutions for web-based email access for 15 users at a cost of \$29.98 per year plus \$5.99 per mailbox. Motion seconded by Mrs. Shank and passed.

PROCLAMATIONS AND AWARDS: Mrs. Shank made a motion and read a Proclamation declaring January 2016 Radon Action Month. Motion seconded by Mr. Irwin and passed.

PRESENTATION OF YEARS OF SERVICE CERTIFICATE/PIN: The Board presented the following Years of Service Recognition Awards:

Karen Stephens received a 25 year pin with 26 years of service;
Karen Wesner received a 25 year pin with 28 years of service;
Janice Rutherford received a 20 year pin with 21 years of service;
Dan Hill will receive a 20 year pin with 20 years of service;
Lacey Donaldson received a 15 year pin with 15 years of service;
Lauri Cerini-Jones will receive a 10 year pin with 13 years of service;
Jerry Reid will receive a 10 year pin with 12 years of service;
Bryce Shields received a 5 year pin with 8 years of service;
Megan Ortega received a 5 year pin with 8 years of service;
James Evans received a 5 year pin with 6 years of service;
Rene Childs received a 5 year pin with 5 years of service; and
Phillip Dickerman will receive a 5 year pin with 5 years of service.

PLANNING DEPARTMENT: James Evans was present.

Mr. Evans gave the Board the monthly permits issued and fees collected report.

IMLAY WATER: James Evans was present.

Mr. Evans reported that on Christmas Eve he had to call Sierra Controls as he received several fail alarms on the system. Mr. Evans had recently replaced the battery, but it still failed due to the weather conditions.

Mr. Irwin stated that he spoke with someone who might be interested in taking over the County's utilities, i.e. Imlay Water and the Pershing County Electric Utility. Any further correspondence he receives he will share with Mr. Evans and the rest of the Board.

BUILDING DEPARTMENT: James Evans was present.

Mr. Evans stated that this side of the office has been pretty slow with the cold weather. Mr. Irwin asked about the Imlay Firehouse. Mr. Evans emailed Mike Sheppard and asked him to contact Mr. Wilcox as he had the list of items that need to be addressed.

Mr. Evans also stated that we should be going out to bid on the Archival building soon.

RESOLUTION TO AUGMENT THE FY 2015-2016 BUDGET FOR THE OPTION TAX FUND: Mrs. Childs explained that this is a result of a recommendation by the outside auditors and the Department of Taxation. When the budget was finalized the loan proceeds for the three fire trucks was not anticipated.

Mr. Irwin made a motion to adopt Resolution #160101, augmenting the FY 2015-2016 budget for the Option Tax – Public Safety Fund to adjust the revenue from \$220,000 to \$975,967. Motion seconded by Mrs. Shank and passed unanimously.

CORRESPONDENCE: There was no additional correspondence for consideration.

APPROVAL OF SPECIAL ASSESSMENT FOR THE LOVELOCK VALLEY GROUNDWATER BASIN FOR FY JULY 1, 2016 – JUNE 30, 2017 IN THE AMOUNT OF \$2,951.25: Mrs. Shank made a motion to approve the Special Assessment for the Lovelock Valley Groundwater Basin for FY July 1, 2016 to June 30, 2017 in the amount of \$2,951.25. Motion seconded by Mr. Irwin and passed.

APPROVAL OF THE HUMBOLDT RIVER DISTRIBUTION FOR FY JULY 1, 2016 – JUNE 30, 2017 IN THE AMOUNT OF \$43,412.24: Mrs. Shank made a motion to approve the Humboldt River Distribution for FY July 1, 2016 to June 30, 2017 in the amount of \$43,412.24. Motion seconded by Mr. Irwin and passed.

BLM APPROVES TUNGSTEN MOUNTAIN GEOTHERMAL EXPLORATION PROJECT, COMMENT PERIOD OPEN: The Board did not take any action on this item.

The meeting recessed at 10:21 a.m. and reconvened at 10:33 a.m.

JERRY ALLEN, SHERIFF: Sheriff Allen reported that the new hire started on Monday. His name is Alfredo Paredes. Deputy Paredes is already Category III certified. Deputy Reed will be starting POST (Peace Officers Standards Training) on January 25th. Sheriff Allen also reported that one of his employees was injured on the ice this morning leaving their house.

Sheriff Allen stated that he spoke with Dennis of SH Architecture regarding the new Law Enforcement Center. He said they have done several USDA projects and can help us with that as well. He also stated that there is money left in the budget so they contacted a financial planner to give us a more realistic cost estimate. Mrs. Shank stated that the Board needs to take formal action regarding the financing and would like an item on the next agenda.

Mrs. Shank spoke about some complaints that were received and wondered the appropriate department to handle them. Sheriff Allen stated that he has received the complaints as well and he will work with Mr. McKinney, Code Enforcement Officer, to come up with a solution.

ELECTED DEPARTMENTS, CONT.D:

KAREN STEPHENS, JUSTICE COURT – Judge Stephens stated that she is still working on getting things moving forward on the office remodel. There was a leak in the bathroom and she can't move forward until the walls have been fixed. Mr. Irwin stated that he would come speak with Judge Stephens after the meeting.

CHARLES P. COCKERILL, ESQ, ALLISON-MACKENZIE: APPROVAL OF HOURLY RETAINER AGREEMENT EFFECTIVE JANUARY 1, 2016 FOR LABOR RELATIONS MATTERS FOR PERSHING COUNTY – A letter regarding the Hourly Retainer Agreement with Allison-Mackenzie was received. The hourly retainer increased from \$225 per hour to \$250 per hour.

Mr. Irwin made a motion to approve the Hourly Retainer Agreement with Allison-Mackenzie effective January 1, 2016 for labor relations matters for Pershing County after review by the District Attorney. Motion seconded by Mrs. Shank and passed.

BOARD APPOINTMENTS: LIBRARY BOARD – A letter of interest was received from Whitney Phillips.

Mrs. Shank made a motion to appoint Whitney Phillips to the Library Board with a term expiring June 30, 2019. Motion seconded by Mr. Irwin and passed.

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

Mr. Irwin made a motion to reappoint Shelly Nee to the TV Board with a term expiring January 1, 2018. Motion seconded by Mrs. Shank and passed.

NATURAL RESOURCE ADVISORY COMMISSION – A letter was received from Tim DeLong asking to be reappointed to the Natural Resource Advisory Commission.

Mrs. Shank made a motion to reappoint Tim DeLong to the Natural Resource Advisory Commission, Seat A – Ranching with a term expiring December 31, 2019. Motion seconded by Mr. Irwin and passed.

FIRST READING OF A PROPOSED AMENDMENT TO TITLE 8, CHAPTER 5.04 OF THE PERSHING COUNTY CODE RELATING TO BUSINESS LICENSE REQUIREMENTS: Mr. Shields and Sheriff Allen are still working on this so this item will be put on a future agenda.

DISCUSSION ON FUNDING SOURCES TO PURCHASE TV SETS FOR COUNTY BUILDINGS FOYERS FOR PBS CHANNEL: Mr. Bloyed felt the cost of the TVs should come out of the TV District budget. Mr. Shields did not see a problem with this.

Mr. Irwin made a motion to approve up to \$500 with a preference of spending \$250 to purchase a TV set for the Administrative Building foyer to view the PBS channel. Motion seconded by Mrs. Shank and passed.

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

The meeting recessed at 11:22 a.m. for a Litigation meeting and reconvened at 11:34 a.m.

REPORT FROM LEGAL: There was no report given.

REPORT FROM ADMINISTRATIVE ASSISTANT: Mrs. Wesner stated that she is up to date on the CDBG (Community Development Block Grant) Imlay Firehouse grant. Everything has been submitted and approved. Mrs. Childs stated that we have not received a reimbursement yet. Mrs. Wesner also stated that we were granted an extension on the Imlay Sewer project through March 31st. We are still waiting to receive the permit from the Railroad, in which an expedited fee was paid.

Mrs. Wesner stated that the Personnel Rules are ready for review and she will be setting up a meeting with the Department Heads to go over them.

COMMISSIONER IRWIN, REQUEST FOR HIGHER ROOM RATE FOR AGRIP CONFERENCE MARCH 6-9, 2016 IN NASHVILLE, TN – Mr. Irwin stated that this travel expense would be reimbursed by POOL/PACT.

Mrs. Shank made a motion to approve Commissioner Irwin's request to attend the AGRIP Conference March 6-9, 2016 in Nashville, Tennessee including the approval of a higher room rate and with the expenses be reimbursed by POOL/PACT. Motion seconded by Mr. Bloyed. Mr. Irwin abstained. Motion carried.

COMMISSIONER IRWIN, APPROVAL OF ATTENDANCE, ROOM RATE AT THE SOCIETY FOR RANGE MANAGEMENT NEVADA SECTION WINTER MEETING JANUARY 14-15, 2016 IN ELKO, NV – Mr. Irwin stated that this was not specifically budgeted for, but feels it will work within the current budget.

Mrs. Shank made a motion to approve Commissioner Irwin's request to attend the Society for Range Management Nevada Section's winter meeting January 14-15, 2016 in Elko, Nevada including the approval of a higher room rate. Motion seconded by Mr. Bloyed. Mr. Irwin abstained. Motion carried.

REVIEW OF COMMISSION MEETING AGENDA ITEM REQUEST FORM – Mrs. Wesner gave the Board a form for review. Mrs. Shank felt this was a good start and it can be adjusted as needed.

MATTERS OF THE BOARD FOR DISCUSSION, BOARD MEMBER REPORTS, BOARD LIAISON REPORTS: Mr. Bloyed is in a receipt of a \$15,000 check from Coeur Rochester to be used for the rehab at the Unionville Park.

Mrs. Shank stated that she attended an organizational meeting for the 3rd Annual Heart Health Day. The event will be held on March 5th at the Community Center from 10:00 a.m. until 3 or 4 p.m.

Mrs. Shank also stated that Pershing County is entitled to three seats on the Western Nevada Development District Board and currently she and Mrs. Lusby-Angvick serve. Mrs. Lusby-Angvick is going to put together some names for suggested appointment. Mr. Bloyed recommended Robert McDougal and Mr. Irwin suggested Sean Burke.

Mrs. Shank stated that a Jail inspection has not been done since May of 2015 and would like to get one scheduled.

Mr. Irwin stated that a lot of his meetings are coming up. He did attend a Hospital Board meeting last week and their audit was discussed. Mr. Irwin asked Mrs. Wesner to speak with Ms. Bianchi about giving an update at a future Commission meeting. Mr. Irwin also reiterated that the County needs to actively look for a buyer for the electric utility and Imlay Water.

Mr. Bloyed spoke about budget workshops and scheduling them sooner this year. He asked that Mrs. Wesner send out a memo to all the departments requesting that they try to “hold the line”. The Board will look at dates at the next meeting.

Mr. Bloyed stated that he has a Fair and Rec Board meeting tomorrow. NV Works has a meeting in February.

Mrs. Wesner stated that website training was held for “It’s My Community Store”. She wanted to remind the Board that they need to designate a charity.

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

As there was nothing further to come before the Board, the meeting adjourned at 11:59 a.m.

Approved: _____/s/
Darin Bloyed, Chairman

Attest: _____/s/
Lacey Donaldson, Clerk