

## JANUARY 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; and Lacey Donaldson, Clerk.

**APPROVAL OF MINUTES:** Mr. Irwin made a motion to approve the December 16, 2015 regular meeting minutes with the noted clarification regarding the POOL/PACT Gurney Program. Motion seconded by Mrs. Shank and passed.

**PUBLIC INPUT:** Ken Collum introduced himself to the Board as the Acting BLM District Manager for the Winnemucca District.

**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 stated that they are continuing to plow snow and blading. Mr. Greene also stated that he hauled a backhoe and a load of sand to the Grass Valley Firehouse.

**LANDFILL** – Brian Greene was present.

Mr. Greene did not have anything to report. Mr. Bloyed asked about the pit that was mined out and blasted. Mr. Greene stated that they got it all cleaned out and Mr. Nielsen would like to blast another area.

**SENIOR CENTER/VOLUNTEER COORDINATOR** – Jordan McKinney was present.

Mrs. McKinney reported that they will be having a Fiscal Monitoring on February 17<sup>th</sup>. There is a Senior Center Volunteer meeting scheduled for January 28<sup>th</sup>. Breakfast will be held on January 29<sup>th</sup>. The next Advisory Board meeting will be February 9<sup>th</sup>.

**BUILDINGS AND GROUNDS** – John Handka was present.

Mr. Handka reported that the new park lights are on. They replaced three windows at the Sheriff's Office. They also replaced a couple windows at the Juvenile Department. Someone was "spinning brodies" in the parking lot and rocks hit the windows. There are currently no security cameras over there. They have received the wiring to put security cameras around the backside and inside of the Library. Those should be installed this week. Once that is done they will begin installing cameras in the foyer of the Administrative Buildings.

They are still having issues with the main sewer line at the Courthouse. Roto-Rooter will be here tomorrow to check the pipes.

Mr. Handka also reported that they have been working on the rental trailer at the Airport. They have all the base coat paint down and will start working on the trim. They will also be replacing the countertops. The floors will be replaced once the Board formally approves the bid.

Mr. Handka stated that he spoke to someone at NV Energy about removing the poles in the park. There may be a fee and an application process.

Mr. Bloyed asked about the bathroom in Justice Court. Mr. Handka stated that everything has been replaced, but there is still a leak. Mr. Bloyed stated that if they cannot fix it someone else needs to be called.

Mrs. Shank asked about the progress on the building in Unionville. Mr. Irwin stated that they haven't started yet.

*Request to go to bid for Courthouse flooring. Derby Field Airport Terminal Building flooring and caretaker home flooring:* It was noted that the Airport Building flooring is under the bid threshold and was already approved. The caretaker home flooring doesn't need to go to bid either.

*Approval for the Mustang 5K Run to use the Courthouse Park June 4, 2016:* Mrs. Shank made a motion to approve the request allowing use of the Courthouse Park June 4, 2016 for the Mustang 5K Run with the stipulation that Pershing County is listed as an additional insured on their insurance. Motion seconded by Mr. Irwin and passed.

COOPERATIVE AG EXTENSION – Steve Foster was present.

Mr. Foster reported that he is still working with Mrs. Lusby-Angvick on the Business Retention and Expansion Surveys. The data has been analyzed and Mr. Foster will write up a final report. Mr. Foster also stated that he finished his knapweed study and it will go for peer review this month.

Mr. Foster spoke about a new shared position the University established with Ag Extension. This position will be working on the Drought Monitoring Map and differentiating between range land drought and hydrological drought.

Mr. Foster also reported that he volunteered to be the State Coordinator for the Western SARE (Sustainable Ag Resource and Education Program) Program. In December, Mr. Foster hosted a Risk Management Webinar on “Preparing your farm to successfully manage risk”. The Cattlemen’s Update finished up last week. The Radon Program is still going on and you can pick up free tests until February 29<sup>th</sup>. There is also an upcoming webinar on “Facts about gypsum”.

Mr. Foster also reported that he attended the Nevada Cattlemen’s Conference, the Western Alfalfa Conference, and the Nevada Farm Bureau Conference. Upcoming meetings he will attend are the Big Meadow Conservation District’s Annual Meeting on the 9<sup>th</sup>, the Nevada Seed Grower’s Council meeting tomorrow, and a Pershing County Economic Development Authority meeting tomorrow.

In 4-H news, enrollment and project registration is going on now. Mrs. Malay is working on making that process electronic. The Livestock Judging will be held in March and the Livestock Show will be in May.

There is a Statewide Pesticide Safety meeting on February 9<sup>th</sup> through interactive video. Mr. Foster will be attending the Western Resource Beef Committee meetings in Salt Lake February 29<sup>th</sup> - March 2<sup>nd</sup>. There will be a local Pesticide Applicator training on March 8<sup>th</sup>. Mr. Foster also stated that he would be doing a four week interactive video session called “Grow Your Own Horticulture” as well.

Mr. Foster also gave the Board a copy of his current budget and his annual evaluation.

COMMUNITY CENTER/ECONOMIC DEVELOPMENT – Mrs. Lusby-Angvick was not present.

*Request for approval to go to bid for kitchen remodel:* The Board did not have any information so this item will be placed on the next agenda.

FIRE/AMBULANCE DEPARTMENTS –

*AMBULANCE REPORT:* Chief Ayoob was present.

*Request to purchase a power-load fastener system for the new ambulance:* POOL/PACT has made \$150,000 available to applicants for Stryker Grant Funds to purchase power load gurneys. There is a 50% match required. Chief Ayoob is asking that the Commission approve up to \$14,000 to cover the grant match and installation of the gurney.

Mrs. Shank asked about the ambulance that the motor was replaced in. Chief Ayoob stated that it is back in service and running well. Since it is under warranty, this is the unit they are using for transfers.

Mrs. Childs stated that the revenue for the Ambulance Department has increased and she can augment the budget in June if needed.

Mr. Irwin made a motion to approve the installation of a power-load fastener system for Ambulance #901 with the cost to the County not to exceed \$14,000 and applying for the balance of the funds through POOL/PACT to be a 50/50 split. Motion seconded by Mrs. Shank and passed.

*Approval of National Business Factors, Inc. Collection Service Agreement:* Mr. Shields has reviewed the agreement and did not have any issues.

Mrs. Shank made a motion to approve the National Business Factors, Inc. Collection Service Agreement for collection of our unpaid Ambulance billings. Motion seconded by Mr. Irwin and passed.

*LOVELOCK FIRE DEPARTMENT:* Chief Ayoob reported that they are starting a Firefighter I and a Firefighter II class. They are going to put 6 people through at a time. Part of the training is online, but they will also be doing in-house training as well.

Mrs. Shank asked about the Hazmat Response trailer. Chief Ayoob stated that they would inventory it one more time and then will work with Brian Greene to move it to the Road Department yard.

*RYE PATCH FIRE DEPARTMENT:* Tom Helms was present.

Mr. Helms stated that they are starting a Firefighter I program as well.

*APPROVAL OF 2016 FEMA ASSISTANCE TO FIREFIGHTERS GRANT (AFG):* Mr. Helms stated that this is actually two grant applications. One grant is for PPE (Personal Protective Equipment) and they are applying for funds to purchase SCBAs (self-contained breathing apparatus) for all the departments. The second is for equipment and they would like the funds to purchase new ladders. There is a 5% grant match required.

Mr. Irwin made a motion to approve the submittal of the AFG grant applications as written with a 5% County match to be budgeted in FY16-17 with a copy of the final grant application given to the Board. Motion seconded by Mrs. Shank and passed.

*APPROVAL OF TRANSFER OR PURCHASE OF WATER TENDER TO ROAD DEPARTMENT:* Mr. Bloyed stated that he spoke with Mr. Greene about using RTC (Regional Transportation Commission) money, but it can't be used for equipment. He would recommend transferring the truck to the County. It will be left intact and can be used by the Fire Department when needed.

Mr. Irwin made a motion to approve the transfer of the water tender from the Lovelock Fire Department to the Road Department. Motion seconded by Mrs. Shank and passed.

LEPC – Mrs. Shank stated they had a meeting on January 7, 2016. They will be meeting again this Friday to go over the After-Action report on the roundtable.

#### **ELECTED DEPARTMENTS:**

LACEY DONALDSON, CLERK-TREASURER – Mrs. Donaldson stated that she is leaving after today's meeting to attend a three day Election Conference with the Secretary of State's office in Reno.

*Approval of corrections/changes to the Tax Roll:* Two corrections were submitted as follows:  
APN #007-471-44, Phillip Schmith, Correction to Assessed Value  
APN #001-171-02, Louis Ryle, Adjustment to Landfill Assessment

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

*Acceptance of transfer of vehicles for Juvenile Department:* The following vehicles have been transferred to Pershing County, 11<sup>th</sup> Judicial District Court Juvenile Department from Humboldt County, 6<sup>th</sup> Judicial District Court Juvenile Department:

2005 Ford Taurus	VIN# 1FAFP53U65A181369
2006 Buick LaCrosse	VIN#2G4WC552X61136511
2008 Pontiac G8	VIN# 6G2ER57778L129530
2011 Ford 250 Super Duty	VIN# 1FT7W2A6XBEB76281
2010 Toyota Camry	VIN# 4T1BF3EK4AU106170
2012 Ford F-250	VIN# 1FT7W2A63CEA71499
2011 Ford Taurus	VIN#1FAHP2JW0BG128171

It was noted that the costs to license, register, and insure these vehicles was not budgeted.

Mrs. Shank made a motion to approve the transfer of the above referenced vehicles from Humboldt County to Pershing County for the Juvenile Department. Motion seconded by Mr. Irwin and passed.

**GRASS VALLEY ADVISORY BOARD:** Annette Stripe was present.

Mrs. Stripe stated that they have a meeting Monday. They are going to discuss the calendar of events for the upcoming year. They would like to set up a Town Hall for March. They have also been speaking with Pershing General Hospital about organizing a flu shot clinic. They may also provide sports physicals for students.

Mrs. Stripe also stated that they have Radon test kits available and will distribute them at the meeting Monday. She also stated that the Republican Caucus will be held at the Community Center on February 23<sup>rd</sup> for Precinct 6 voters.

**ELECTED DEPARTMENTS, CONT.D:**

**RENE CHILDS, RECORDER-AUDITOR** – Mrs. Childs gave the Board a copy of the publication that will be in the paper regarding quarterly receipts and expenditures.

Mrs. Childs reported that she has put the email solution for the Department Heads on hold as there was an issue during set-up. Mrs. Childs will work with ADS and try to find a better solution.

*Amendment to the WIC grant for additional funding and responsibilities to now include Lander County, from \$30,000 to \$50,000 to be funded by the State of Nevada:* Mrs. Childs stated that Melissa Sloan had planned on being here today, but had a family emergency. The State closed the Lander County WIC office due to mis-management and approached Mrs. Sloan about overseeing it. Mrs. Sloan has agreed.

Mrs. Shank made a motion to approve the amendment to the WIC grant for additional funding and responsibilities to now include Lander County, with \$30,000 to \$50,000 to be funded by the State of Nevada. Motion seconded by Mr. Irwin and passed.

*Set Budget Hearing Dates:* Mrs. Childs stated that the workshops aren't usually held until the later part of March as the State doesn't release any revenue figures until approximately March 20<sup>th</sup>. We can hold them anytime and Mrs. Childs will estimate the revenues as best she can. Mr. Bloyed suggested March 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup>. Mr. Irwin and Mrs. Shank were ok with those dates as well.

**LAURI CERINI-JONES, ASSESSOR** – Mrs. Cerini-Jones stated that she, Mrs. Donaldson, Mr. Shields and the County Board of Equalization members have been invited to attend a training in Humboldt County on January 26<sup>th</sup>. Mr. Johnson, Humboldt County Assessor, will also be working with Mrs. Cerini-Jones and the White Pine Assessor regarding land values the following two days.

Mrs. Cerini-Jones informed the Board that she received 5 appeals for the County Board of Equalization. The deadline to file appeals was January 15<sup>th</sup>.

**PUBLIC HEARING ON PROPOSED ORDINANCE #319 AMENDING CHAPTER 2.28, ENTITLED PERSHING COUNTY CEMETERIES, OF TITLE 2 OF THE PERSHING COUNTY CODE BY DEEMING THE PURPOSE OF THE CEMETERY RULES AND REGULATIONS; PROVIDING FOR RESIDENCY REQUIREMENTS; PROVIDING FOR LANDSCAPING AND MAINTENANCE; OPENING AND CLOSING TIMES; PROVIDING FOR PLOT REQUIREMENTS, RESERVATIONS, AND FEES; AND OTHER MATTERS PROPERLY RELATING THERETO:** Mr. Shields stated that he has made some changes and would like to start the process over as the Title to the Bill has changed.

**PUBLIC HEARING ON PROPOSED ORDINANCE #320, AMENDING CHAPTER 2.24 OF TITLE 2 OF THE PERSHING COUNTY CODE BY AMENDING PROVISIONS RELATING TO THE CHAPTER ENTITLED “LAW LIBRARY”; AMENDING PERSHING COUNTY CODE 2.24.010 ENTITLED “CREATED – REVENUE”, PROVIDING FOR A CHANGE IN THE AMOUNT OF FEES COLLECTED ON VARIOUS CIVIL CASES AND PLEADINGS UPON WHICH THEY ARE COLLECTED; PROVIDING FOR THE PERSHING COUNTY CODE 2.24.020 ENTITLED “PURPOSE – EXEMPTIONS”; AMENDING PERSHING COUNTY CODE 2.24.030 ENTITLED “ADMINISTRATION”, PROVIDING FOR CLARIFICATION THAT THE COUNTY COMMISSIONERS SET A YEARLY BUDGET FOR THE LAW LIBRARY; AMENDING PERSHING COUNTY CODE 2.24.040 ENTITLED “MAINTENANCE”, PROVIDING THAT THE MONIES SET ASIDE IN THE BUDGET SHALL BE USED THROUGH THE NORMAL BUDGETING PROCESS UPON APPROVAL OF THE DISTRICT ATTORNEY OR DISTRICT COURT JUDGE; AND PROVIDING FOR OTHER MATTERS PROPERLY RELATED THERETO:** Mr. Bloyed stated that this is a Public Hearing and asked for any input from the public. There was none.

Mr. Irwin made a motion to adopt Ordinance #320, An Ordinance amending Chapter 2.24 of Title 2 of the Pershing County Code by amending provisions relating to the chapter entitled “Law Library”; amending Pershing County Code 2.24.010 entitled “Created – Revenue”, providing for a change in the amount of fees collected on various civil cases and pleadings upon which they are collected; providing for the Pershing County Code 2.24.020 entitled “Purpose – Exemptions”; amending Pershing County Code 2.24.030 entitled “Administration”, providing for clarification that the County Commissioners set a yearly budget for the Law Library; amending Pershing County Code 2.24.040 entitled “Maintenance”, providing that the monies set aside in the budget shall be used through the normal budgeting process upon approval of the District Attorney or District Court Judge; and providing for other matters properly related thereto. Motion seconded by Mrs. Shank and passed unanimously.

**PROCLAMATIONS AND AWARDS:** Mr. Irwin is still working on the Proclamation for GHG (Humboldt General Hospital) and will have it for the next meeting. He would like it presented at the Firefighter’s Ball February 20<sup>th</sup>.

**BOARD APPOINTMENTS:** MUSEUM ADVISORY BOARD RESIGNATION – A letter was received from Darlene Vonsild resigning from her position on the Museum Board effective January 11, 2016.

Mrs. Shank made a motion to accept the resignation of Darlene Vonsild from the Museum Advisory Board. Motion seconded by Mr. Irwin and passed.

NATURAL RESOURCE ADVISORY COMMISSION, SEAT D, FARMING – A letter was received from Matthew Marvel asking to be reappointed to the Natural Resource Advisory Commission.

Mr. Irwin made a motion to reappoint Matthew Marvel to the Natural Resource Advisory Commission, Seat D, Farming with a term expiring December 31, 2019. Motion seconded by Mrs. Shank and passed.

**PLANNING DEPARTMENT:** James Evans was present.

Mr. Evans stated that he did not have anything to report in regards to the Planning side of the office.

**IMLAY WATER SYSTEM:** James Evans was present.

Mr. Evans stated he would be going out to check water residuals this afternoon. Mr. Irwin mentioned someone who is interested in our water and power utilities. He has given them Mr. Evans information so an assessment can be done.

**BUILDING DEPARTMENT:** James Evans was present.

Mr. Evans stated that it has been steady. The Archival Storage Building has gone out to bid. There is a pre-bid walk-through on January 27<sup>th</sup>. Bids are due February 10<sup>th</sup> at 5:00 p.m. and will be opened on February 11<sup>th</sup>. They will come to the Commission on February 17<sup>th</sup> for review and award.

**CORRESPONDENCE:** There was no additional correspondence submitted for discussion.

**APPROVAL OF SPECIAL ASSESSMENT FOR THE BUENA VISTA GROUNDWATER BASIN FOR THE FISCAL YEAR JULY 1, 2016 TO JUNE 30, 2017 IN THE AMOUNT OF \$3,624.45:** Mrs. Shank made a motion to approve the Special Assessment for the Buena Vista Groundwater Basin for the Fiscal Year starting July 1, 2016 to June 30, 2017 in the amount of \$3,624.45. Motion seconded by Mr. Irwin and passed.

**DERBY FIELD AIRPORT: APPROVAL OF AMENDMENT TO AGREEMENT BETWEEN PERSHING COUNTY AND THE FEDERAL AVIATION ADMINISTRATION (FAA) FOR THE PAPI/REIL FLIGHT INSPECTIONS INCREASING THE AMOUNT \$6,692.83 FOR A TOTAL OF \$15,058.89 TO BE REIMBURSED BY GRANT FUNDS –** Mrs. Donaldson stated that the REILs were inadvertently left out of the first agreement and require an inspection as well.

Mr. Irwin made a motion to approve the amendment to the agreement between Pershing County and the FAA for the PAPI/REIL Flight Inspections increasing the amount \$6,692.83 for a total of \$15,058.89 to be reimbursed by grant funds. Motion seconded by Mrs. Shank and passed.

**CONWAY COMMUNICATIONS: PROPOSAL FOR NEW TELEPHONE SYSTEM FOR PERSHING COUNTY –** Mr. Irwin had Conway Communications prepare a proposal to install a new phone system in the Courthouse, Sheriff's Department and the Hospital. If we replace all three systems they are willing to offer a discount, but they are not willing to put the amount of the discount on record at this time. It was noted that the City and the School District may be interested as well. This item will be put on a future agenda for further consideration.

**VOUCHERS:** Sheriff Allen was asked about a voucher for vehicle decals. Sheriff Allen stated that part of the billing was for Burning Man and part of it was for regular County vehicles. The account numbers will be corrected.

Sheriff Allen was also asked about a reimbursement to one of his officers for their cell phone. It was noted that the phone was lost while assisting in a traffic stop. Mr. Irwin asked if all the officers are using their personal cell phones. Sheriff Allen stated that they are. This is not something that is budgeted for. Mr. Bloyed suggested that if employees are using their personal phone that they be required to have insurance and then the County would pay the deductible.

Mr. Irwin made a motion to reimburse the deputy the maximum amount allowed under the Pershing County Law Enforcement Employees Association Contract, which is \$200.00. Motion seconded by Mrs. Shank and passed.

Mrs. Shank made a motion to approve the remaining vouchers as submitted with the correction of the account numbers on the voucher for Vendor #323. Motion seconded by Mr. Irwin and passed.

**JERRY ALLEN, SHERIFF:** Sheriff Allen stated that Deputy Reid will be starting POST on Monday. Graduation is May 12, 2016.

Mrs. Shank asked if the final After Action Report for the 2015 Burning Man event was available. Sheriff Allen gave the Board a copy of the amendment.

**SH ARCHITECTURE:** UPDATE ON PERSHING COUNTY LAW ENFORCEMENT CENTER PROJECT; APPROVAL TO PROCEED WITH USDA LOAN APPLICATION – Sheriff Allen gave the Board a copy of the cost estimate provided by SH Architecture. The estimated cost is nearly \$10 million. Sheriff Allen stated that quote is short about \$600,000 as it doesn't include the new dispatch console.

The trailer that houses all the 911 equipment was also discussed. It will have to be moved during construction.

The Board is going to hold off on proceeding with the USDA Loan Application until they get into budgets.

**REPORT FROM ADMINISTRATIVE ASSISTANT:** No report was given as Mrs. Wesner was not present.

**REPORT FROM LEGAL COUNSEL:** There was no report.

**MATTERS OF THE BOARD FOR DISCUSSION, BOARD MEMBER REPORTS, BOARD LIAISON REPORTS:** Mrs. Shank stated that Mrs. Wesner was asked to put a note on the office door, change the office recording and notify the department heads when she is going to be gone and this is not being done.

Mrs. Shank also mentioned the Code Enforcement position and the Planning & Building Department's budget. This will be discussed further during budget workshops.

Mrs. Shank also asked about the EMS Evaluation. Mr. Irwin stated that it is tomorrow. Mrs. Shank asked how it is being paid for. Mr. Irwin stated that it is paid for through the Flex Grant. The Hazmat trailer was discussed. Mr. Bloyed stated that the Commission needs to designate who is responsible for it and require quarterly inspections. He also felt LEPC should be responsible.

Mrs. Shank attended the Pershing Health Care Foundation meeting. They would like the County to consider allocating an amount for the Foundation during budgets. Mr. Shields will look into whether

the County can do that. Mr. Irwin stated that the County could designate the Foundation as their charity through "It's my community store".

Mr. Irwin stated that the 911 Advisory Committee has had two meetings. They audited the funding structure and everything looks good. Mr. Irwin also stated that he stopped in Humboldt County to tour their 911 Center. They were not available so he toured the Juvenile Center instead.

Mr. Irwin also stated that he just got back from the Society for Range Management meeting.

Mr. Bloyed stated that at the last Recreation Board meeting they tried to clarify the new funding request requirements. They have a joint meeting tomorrow night with the Chamber of Commerce and PCEDA (Pershing County Economic Development Authority).

Mr. Bloyed asked Mr. Shields about the property that has not sold at previous tax sale auctions and if there is another avenue to get rid of them. Mr. Shields stated that he has researched the issue and spoken with Mrs. Donaldson. He has not found another avenue, but will continue to do research.

The Board also discussed ongoing meetings with Burning Man. It seems that there are several meeting held that Pershing County is not being invited to.

Mr. Irwin would like to see a joint meeting scheduled with Lander, Mineral, and Humboldt counties. There was also discussion about scheduling the annual joint meeting with the City. Mr. Irwin would really like to look at consolidating the Sheriff's Department and the City Police. He would also like to look at the Planning Department.

**PUBLIC INPUT:** There was no additional public input.

As there was no further business to come before the Board the meeting adjourned at 11:26 a.m.

Approved: \_\_\_\_\_ /s/  
Darin Bloyed, Chairman

Attest: \_\_\_\_\_ /s/  
Lacey Donaldson, Clerk