

DECEMBER 7, 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; Jack Bullock, Deputy District Attorney; Karen Wesner, Administrative Assistant; and Lacey Donaldson, Clerk.

Mr. Bloyed asked those present to observe a moment of silence in honor of Pearl Harbor.

APPROVAL OF MINUTES: Mrs. Shank made a motion to approve the regular meeting minutes of October 19, 2016, acknowledging that, due to the General Election, they were not approved in the 45 days provided in Statute and the regular meeting minutes of November 2, 2016. Motion seconded by Mr. Irwin and passed.

PUBLIC INPUT: Carolyn Hultgren thanked Commissioner Bloyed for acknowledging this day.

Bob Cooney spoke in regards to concerns regarding the Ag Preservation District and the home Commissioner Shank's daughter put on her property. He did something similar and had to go before the Planning Commission. Mr. Bloyed stated that the Shank's property will be on the Planning Commission's agenda on January 4th.

Judge Shirley advised the Board that he would be attending a rural sub-committee of the Rural Indigent Defense Commission this afternoon in regards to SB451, which includes provisions for a Statewide Public Defender. Mr. Irwin stated that he has a NACO meeting on December 16th and they have already flagged this legislation.

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 – Mr. Greene is out in the field this morning so a written report was submitted. The report stated that two blades are working towards Limbo, one is on the backside of Rye Patch and one is working at Mudsprings/Grass Valley. There are also two blades finishing up in Pleasant Valley headed to Jersey Valley. Ormat is working on construction of geothermal pads in the New York Canyon area. 6,200 yards of material has been hauled and the project needs to be completed before the end of the year. The screening plant is in the shop being repaired.

LANDFILL – No report was given.

SENIOR CENTER/VOLUNTEER COORDINATOR – Jordan McKinney was present.

Mrs. McKinney stated that the Christmas Tree Raffle and Auction will be on December 16th. All trees must be at the Center by December 15th. The seniors will be attending a performance of Miracle on 34th Street at the Eldorado on December 15th. Breakfast this month will be held on December 30th. The Homebound numbers are moving in an upward direction. Mrs. McKinney reported that Jim List had the piano tuned and his daughter will be in over Christmas break to play Christmas carols. The Craft Fair was a success and the Center made almost \$200.00. Mrs. McKinney also reported that there was a misprint in last week's newspaper regarding the organization that donated the ice machine and garbage disposal, but there will be a correction printed in this week's paper.

BUILDINGS AND GROUNDS – John Handka was present.

The County Christmas tree was put up last week as well as Christmas lights on various County buildings. Mr. Handka also reported that they installed security lighting on the backside of the Administration Building. The crew is trying to keep up on the weeds and lawn work. They are also working on changing out all the lighting fixtures to LED.

Mr. Handka reported that he met with the FAA (Federal Aviation Administration) and Armstrong Consultants regarding the 5 year plan for the Airport. The next grant we will be applying for is for snow removal equipment.

Mr. Handka stated that he went up to Unionville and he doesn't think it is a good idea to put glass windows in the cabin. He would recommend plexi-glass or something similar.

Carolyn Hultgren thanked Mr. Handka and his crew for setting up for the Christmas Craft Fair.

Inventory removal: AC-Heil Roof/NP ABA-230, AC duct work (Courtroom), Windows (Courthouse), Burnham Boiler: Mr. Irwin made a motion to approve the removal of the inventory items as presented. Motion seconded by Mrs. Shank and passed.

Review of quotes and approval to purchase and install window coverings for the Courthouse: Mr. Handka stated that a meeting was held with the various departments in the Courthouse.

Two quotes were submitted as follows:

Budget Blinds	\$15,092.00
Lowe's	\$16,504.79

Mrs. Shank made a motion to approve the quote from Budget Blinds to install window coverings in the Courthouse in the amount of \$15,092.00, being the lowest, most responsive bid. Motion seconded by Mr. Irwin and passed.

Mr. Handka also stated that he has been trying to work with Charlie Sparke in regards to the doors at the Grass Valley Community Center.

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

Mrs. Lusby-Angvick stated that she attended last week's Recreation Board meeting. They agreed to work with Economic Development to put the spring advertisement insert in Nevada Magazine.

Mrs. Lusby-Angvick also reported that PCEDA (Pershing County Economic Development Authority) sent a letter to Steve Hill of GOED (Governor's Office of Economic Development) stating that they are doing strategic planning for the county and inquired if there would be any funding available. They were awarded a \$5,000 grant with no matching funds.

Abbi Agency is working on a tourism based website with a theme of "Live, Stay and Play". Mrs. Lusby-Angvick is working on the content.

PCEDA's regular meeting is next week. On December 14th Mrs. Lusby-Angvick will be attending the WNDD (Western Nevada Development District) dinner meeting.

In regards to the Community Center, there were some loose connections under the sink that were fixed and a couple p-traps were added to the grease trap. Mrs. Lusby-Angvick stated that next week is a busy week for Christmas parties.

Mr. Bloyed stated that he spoke with Mr. Handka and he is working with the Road Department to have a safety door installed on the ladder.

Mrs. Hultgren also thanked Mrs. Lusby-Angvick for her assistance with the Craft Fair.

Inventory removal, Sprinkler System #IL0018: Mrs. Lusby-Angvick stated that this item was at the Museum and it was replaced in 2014.

Mrs. Shank made a motion to remove the Sprinkler System, #IL0018, from the Museum's inventory. Motion seconded by Mr. Irwin and passed.

FIRE/AMBULANCE REPORTS –

PERSHING COUNTY FIRE COORDINATOR REPORT: Mike Heidemann was present.

Mr. Heidemann reported that we were not successful in obtaining the AFG (Assistance to Firefighters Grant) grant for the SCBAs (self-contained breathing apparatus). These things still need to be replaced, so some planning needs to be done.

Mr. Irwin asked about the status of all the departments' training. Mr. Heidemann stated that some training has been held in Grass Valley and some in Lovelock. There are still people driving without their F Endorsements.

LEPC – Mrs. Shank stated that they had planned on having an active shooter drill November 23rd, but there were several incidents that pulled law enforcement away. It was rescheduled for last Thursday, but one of the previous incidents had a hazmat component and qualified as the training. They will be scheduling a meeting to follow up.

Mr. Irwin stated that the concept of LEPC is not just checking a box for compliance. They need to be prepared for any event that could occur.

ELECTED DEPARTMENTS:

LACEY DONALDSON, CLERK-TREASURER – Mrs. Donaldson apologized for getting the minutes to the Board so late as she was inundated with phone conferences last week. The Clerks and Voter Registrars were able to set up a meeting with Secretary Cegavske. She was unaware of the urgency to replace the state's voting equipment and has agreed to work with us and NACO (Nevada Association of County Officials) to find funding, which may include a buy-in from the counties. Mrs. Donaldson stated that the Board did approve replacement of the paper ballot counting system in this year's budget, so she will probably be asking to move that funding to next year and some additional funding.

Mrs. Donaldson stated that they also received correspondence from ADS (Advanced Data Systems) stating that they would be winding down their operation over the next three years. The Clerks spoke with ADS on Monday to discuss the Voter Registration System. All of the offices throughout the state that are involved are forming committees to look at vendors and try to get some cost estimates.

RENE CHILDS, RECORDER-AUDITOR – Mrs. Childs gave the Board a copy of the email ADS sent out. Mrs. Childs spoke with Mark Carter from ADS and we are probably looking at a \$1 million expense.

She also gave the Board the month end reports and a report from Bickmore outlying the results of the June 30, 2016 actuarial valuation of other post-employment benefit liabilities for Pershing County.

LAURI CERINI-JONES, ASSESSOR – Mrs. Cerini-Jones gave the Board a schedule of the duties her office has to complete by the end of the year.

Mrs. Cerini-Jones met with Farr West on November 29th. They will be working on a quote to provide our GIS services.

Mrs. Cerini-Jones stated that the Assessors are having a teleconference tomorrow with Mark Carter at ADS.

KAREN STEPHENS, JUSTICE COURT – *Removal of inventory item, Sonic Pro 300 (Firewall), Savin Copy Machine:* Mr. Irwin made a motion to approve the removal of a Sonic Pro 300 Firewall and a Savin Copy Machine from the Justice Court Inventory. Motion seconded by Mrs. Shank and passed.

PROCLAMATIONS AND AWARDS: There were no Proclamations or Awards considered.

SALARY RESOLUTION: S. ARIAS, DISTRICT ATTORNEY'S OFFICE – Mrs. Shank made a motion to approve the Salary Resolution for Sandra Arias moving her from an Administrative Clerk I, Range 23, Step 3 to an Administrative Clerk II, Range 26, Step 1 effective November 11, 2016. Motion seconded by Mr. Irwin and passed.

LARRY RACKLEY, COMMISSIONER-ELECT: RENOVATION OF COMMISSION MEETING ROOM, INCLUDING TECHNOLOGY UPDATES, ROOM ARRANGEMENT, FLOORING, PAINTING, AND OTHER MATTERS RELATED TO THE AESTHETICS OF THE ROOM – Mr. Rackley stated that the Board had decided at an earlier meeting that nothing would be done until after the first of the year. Mr. Rackley is asking for permission to order material now, so the projects can be started after January 1st. He gave the Board a spreadsheet with costs for carpet and a sound system. Mrs. Shank stated that there is funding earmarked in the Capital Improvement Fund for the Round Room.

Mr. Irwin stated that they have been discussing updating the Round Room since he took office, but it was always a low priority. He feels things are working fine the way they are and that this is still a low priority item. He also stated that with the news regarding our computer system, funds may need to be shifted elsewhere.

Mr. Bloyed agreed and stated that he would like the new Board to have full ownership of the project, which they will have very shortly when they take office.

Mr. Bullock also asked about things that need to be done in the other offices of the Courthouse. It was noted that there is funds earmarked for other Courthouse improvements as well.

EIDE-BAILLY: PRESENTATION OF THE FY 2016 AUDIT REPORT; APPROVAL AND ACCEPTANCE OF THE FY2016 AUDIT REPORT – Felicia O’Carroll and Pam Dory Truss were present.

Ms. O’Carroll stated that Pershing County received an unmodified opinion for the financial statements for the year ended June 30, 2016. This is the highest level of opinion given. She also gave an overview of the County’s financial statements. The assets of Pershing County exceeded its liabilities at the close of the fiscal year by \$12,000,180. The County’s net position increased by \$1,625,155. The County’s ending fund balances also increased by \$460,573 in comparison with the prior year. The County’s total debt increased by \$811,070 with the issuance of a note payable for the purchase of fire trucks. Other postemployment benefits increased by \$143,956 over the prior year.

The County had two violations of NRS (Nevada Revised Statutes) and one violation of NAC (Nevada Administrative Code), which have all been addressed. There were also findings in regards to Financial Reporting, Capital Assets, the Airport Improvement Program Grant, the Community Development Block Grant, and the WIC (Women, Infants, and Children) grant.

Mr. Irwin made a motion to accept the Fiscal Year 2016 Audit as presented by Eide Bailly and address the findings as required. Motion seconded by Mrs. Shank and passed.

The meeting recessed at 10:05 a.m. and reconvened at 10:08 a.m.

PLANNING DEPARTMENT: James Evans was present.

Mr. Evans stated that the Planning Commission will be meeting tonight to discuss a parcel map.

IMLAY WATER: James Evans was present.

Mr. Evans did not have anything to report. Mr. Bullock asked if there was something being done about the delinquencies. Mr. Evans stated that the number used to be significantly higher. Mr. Bullock asked if any assistance was needed from the DA’s office. Mr. Evans stated no. They have been taking accounts to Small Claims Court when necessary.

There was a loud noise upstairs, so the meeting recessed to check on the District Court. The meeting was reconvened immediately.

REQUEST TO TRANSFER CONX CONTAINER TO THE IMLAY WATER SYSTEM FOR STORAGE – This CONX is also being requested by the Unionville Park. Mr. Bloyed feels this unit is a better fit for Imlay. Mr. Irwin stated that this would just be a temporary fix for Unionville until a permanent structure can be obtained. Mr. Evans did not have a problem waiting 6 months.

Mrs. Childs wanted the Board to be aware that District Court still has their files stored in the CONX as well as all the old computers. District Court will not have a place to put their files until the Recorder's office moves all their stuff out of the Annex.

BUILDING DEPARTMENT: James Evans was present.

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

CORRESPONDENCE: The Board received a draft Memorandum of Understanding between Pershing County and the Bureau of Land Management in regards to the transfer of the Unionville Cemetery.

JESSIE LEE RENO OUTPOST 1422, E. CLAMPUS VITUS: APPROVAL TO DEDICATE A MONUMENT TO THE PERSHING COUNTY COURTHOUSE – David P. Otero was present and gave a brief presentation regarding E. Clampus Vitus and the plaque they would like to put up for the Courthouse.

Mrs. Shank asked if the Board would get to see the draft wording or plaque before it is made. Mr. Otero stated that they would bring it back to the Board before it was made and then they will have a dedication to install it.

Mr. Bloyed had some concerns about the amount of plaques or monuments in the park. He was also concerned about setting precedence for other organizations to want to put things in the park. Larry Rackley stated that these plaques draw people from all over the world. Mrs. Shank thought it would be located more in front of the building and not in the park. Mr. Irwin did not agree that it would be precedence setting as the mission and goal of the Clampers is of a historical nature; the other organizations have different missions and goals.

Carolyn Hultgren stated that she is very excited about this project, but is disappointed the Clampers feel only men are interested in history! Mr. Otero stated that they do have functions that include their significant others.

Mr. Irwin made a motion to approve the request of the E. Clampus Vitus to move forward with creating a monument for the Pershing County Courthouse, with the final product coming back before the future Commission for final approval. Motion seconded by Mrs. Shank. Mr. Bloyed opposed. Motion carried.

JERRY ALLEN, SHERIFF: Sheriff Allen stated that they conducted a successful Search and Rescue mission last week. Both of the K-9s have been certified by the Courts to be put in service. Sheriff Allen stated that the CAT mechanic is here for the 3rd time in two weeks working on the generator. Some parts were replaced, but it is also due for its 100 hour service. They also had an issue with the Jail office computer. Sheriff Allen stated that they just received some new mobile computers, so he should be able to move stuff around and not have to purchase anything additional. The hard drive on the voice recorder also failed and will cost \$600 to fix, which they do not have budgeted.

Sheriff Allen presented a candidate with a Conditional Offer of Employment, which was accepted. She will be starting in the Jail on December 21st. She has worked for Pershing County during Burning Man, so she has some awareness of their booking system. She is Category III Certified and will go to POST (Peace Officers Standard Training) when possible. The Department still has one opening.

UPDATE ON 2016 BURNING MAN EVENT AND 2016 AFTER ACTION REPORT – Sheriff Allen gave the Board his 2016 After Action Report. Sheriff Allen stated that the document also includes

an invoice for the time worked outside of the Settlement Agreement. The financials will be updated to include the meeting Sheriff Allen and Sgt. Carmichael attended yesterday.

Mrs. Shank asked if there was anything Sheriff Allen wanted to highlight in the report as she hasn't had a chance to read it. Sheriff Allen stated that they will see an increase in the number of cases, which was due to how they had to input citations in the CAD system.

Mr. Bullock asked Sheriff Allen if there were more Felony arrests this year. Sheriff Allen stated that he didn't have the numbers broke out, but he can do that. He stated that there were other agencies at yesterday's meeting that stated that this year's event was a more violent event.

BOARD APPOINTMENTS: PERSHING COUNTY ECONOMIC DEVELOPMENT – A letter was received from Pershing General Hospital expressing interest in the open seat on the Board. More information will be obtained and this will be put back on the next agenda.

FIRST READING OF PROPOSED ORDINANCE ADDING CHAPTER 11.70 TO TITLE 11 OF THE PERSHING COUNTY CODE, BY ESTABLISHING THE “CONSERVATION AND DEVELOPMENT ADVISORY COMMITTEE”, PROVIDING FOR ITS DUTIES, FUNDING, TERMS OF OFFICE, STANDING COMMITTEES, TEMPORARY COMMITTEES, RECOMMENDATIONS, AND OTHER PERTINENT MATTERS RELATING THERETO: Mr. Irwin introduced Bill No. 325 by reading it by title.

UNIONVILLE PARK: APPROVAL TO HAVE CONX CONTAINER MOVED FROM ADMINISTRATION BUILDING TO UNIONVILLE PARK FOR TEMPORARY STORAGE OF ITEMS – As this was previously discussed under the Planning update, Mr. Irwin made a motion to approve moving the CONX from the Administration Building to the Unionville Park for temporary storage and then transferring it to Imlay Water when a permanent solution is found. Motion seconded by Mrs. Shank and passed.

CONSIDERATION TO ACCEPT DONATION OF PAINT AND PAINTING AND APPROVAL OF PURCHASE OF 15 MORE GALLONS FOR APPROXIMATE COST OF \$100 TO COMPLETE THE PROJECT – Mr. Irwin stated that someone offered to paint the house in Unionville, including a few gallons of paint. Mr. Handka thinks it will take about 15 more gallons.

Mrs. Shank made a motion to accept the donation of paint and painting and approved purchasing the remaining paint necessary, not to exceed \$500 to come out of the Building Fund. Motion seconded by Mr. Irwin and passed.

CONSIDERATION TO INCREASE THE CARETAKER POSITION AN ADDITIONAL \$100 PER MONTH STARTING JULY 1, 2017 – The Board decided that this could be looked at during budget workshops.

VOUCHERS: Mr. Irwin made a motion to approve the vouchers, with the exception of a voucher for Vendor #1080, Pat Irwin. Motion seconded by Mr. Bloyed. Mrs. Shank abstained as she had a voucher in the run. Motion carried.

Mrs. Shank made a motion to approve the voucher for Vendor #1080, Pat Irwin. Motion seconded by Mr. Bloyed. Mr. Irwin abstained. Motion carried.

DISCUSSION REGARDING STARTING THE PROCESS FOR THE NEXT STEPS REGARDING THE PERSHING COUNTY ECONOMIC DEVELOPMENT AND CONSERVATION ACT: There was nothing additional to report at this time. We should know by the next meeting whether or not the Bill has passed.

Mr. Rackley stated that he had received an email from Debbie Struhsacker of Pershing Gold. The rest of the Board received the same email.

**MATTERS OF THE BOARD FOR DISCUSSION, BOARD MEMBER REPORTS,
BOARD LIAISON REPORTS:** Mrs. Shank did not have anything to report.

Mr. Irwin stated that he has a NACO (Nevada Association of County Officials) meeting on December 16th and an Emeritus meeting on December 19th. He attended the meeting with Burning Man yesterday in Reno.

Mr. Bloyed did not have anything to report.

PUBLIC INPUT: Carolyn Hultgren stated that she would miss Mr. Bloyed's sarcastic wit.

As there was nothing further to come before the Board, the meeting adjourned at 11:31 a.m.

Approved 1/18/17: _____ /s/
Carol Shank, Chairwoman

Attest: _____ /s/
Lacey Donaldson, Clerk