

DECEMBER 20, 2017

The meeting was called to order at 7:30 a.m. by Carol Shank, Chairwoman. Those present were Robert McDougal and Larry Rackley, Commissioners; Bryce Shields, District Attorney; Karen Wesner, Administrative Assistant; and Lacey Donaldson, Clerk.

APPROVAL OF MINUTES: Mr. Rackley made a motion to approve the Special Meeting minutes of November 6, 2017 and the Regular Meeting minutes of November 15, 2017 as submitted. Motion seconded by Mr. McDougal and passed.

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

NASF COMMANDING OFFICER CAPITAN DAVID HALORAN AND ROB RULE, COMMUNITY PLANNER, FALLON NAVY AIR STATION: OVERVIEW OF NAS FALLON OPERATIONS AND THE PROPOSED MODERNIZATION – This item has been cancelled.

Mrs. Shank asked if the Board wanted to recess until 8:30. Mr. Shields stated that they could take items that are not timed. It was decided to go ahead and recess. Mrs. Shank asked Mr. Shields if he had reviewed the agenda as it pertains to Item #5. He stated that he did and did not see anything.

The meeting recessed at 7:34 a.m. and reconvened at 8:30 a.m. Mr. Shields left the meeting at this time and Deputy District Attorney Todd Banks joined the meeting.

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: Mr. Rackley 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. McDougal and passed.

UNCLASSIFIED DEPARTMENTS:

ROAD DEPARTMENT – Dan Hill was present.

Mr. Hill reported that since the last meeting they have been able to keep blading, even though it is dry. They did get a little snow over the weekend, which helped. They are still working on the graveling project on the back side of Rye Patch Road.

Galen Reese has resigned and his last day was yesterday. Ray Hardy did not pass his CDL test yesterday, so they will schedule for him to re-test as soon as possible.

Carolyn Hultgren asked about the status of striping Old Victory Highway. Mr. Hill stated that he is still waiting for a return phone call about that, but it is on his list of projects to complete.

Mr. McDougal stated that while at a meeting with NDOT (Nevada Department of Transportation) he brought up our request to raise the speed limit on the frontage road. Mr. Bonner was not aware of the request and will follow up.

LANDFILL / RECYCLING – Dan Hill was present.

Mr. Hill stated that the transfer sites were inspected on December 6th. Hoss did not have Grass Valley cleaned up so we were written up for litter. We have until January 19th to rectify any violations. Mr. McDougal stated that if Hoss doesn't clean it up he would like Mr. Hill to keep track of the County's labor and we will send them a bill.

Mr. Hill, Mr. Nielsen and Mr. Rackley will be meeting with NDEP (Nevada Division of Environmental Protection) on January 9th.

SENIOR CENTER – Jordan McKinney was present.

Mrs. McKinney reported that they will be having their annual volunteer training today. It will cover basic food safety, elder abuse and daily food service. The Christmas Tree and Wreath Auction and Raffle is this Friday. They have some beautiful trees and wreaths this year. Breakfast at the Center this month will be on December 29th. Mrs. McKinney also reported that the Volunteer Board met yesterday and would like to discuss better methods to train the volunteers. They can't force them to attend, but the training is required. Mrs. McKinney stated that it would put a hardship on the program if they weren't allowed to continue volunteering. They discussed tailgate training in lieu of all day classes. Mrs. Shank stated that they are working on e-learning.

Request to advertise/hire vacant Admin. Clerk I/Homebound Driver position: Mr. Rackley made a motion to approve the advertisement and hiring to fill the vacant Administrative Clerk I/Homebound Driver position. Motion seconded by Mr. McDougal and passed.

Mrs. McKinney asked if she had to advertise in the newspaper as she advertised on Facebook. Mrs. Wesner stated that not everyone has access to Facebook. Mr. Banks stated that a newspaper advertisement is required by NRS. Mrs. McKinney will advertise in the newspaper and extend the deadline for submittal.

BUILDINGS AND GROUNDS – John Handka was present.

Mr. Handka reported that they have been doing some work on the sewer lines at the Jail. Mr. Handka had to call in two different contractors to get it fixed.

Mr. Handka also spoke with Michael Clay Construction on Monday regarding the work to be done in the Justice Court.

Approval of quote to remove trees at 845 Cornell Avenue adjacent to the Law Enforcement Center: A quote was received from Dan Knisley in the amount of \$4,500 - \$6,000. Another quote was received from M.D. Tree Surgery in the amount of \$2,500 - \$5,000. Mr. Handka was concerned about his budget. Mr. Rackley stated that it would be coming out of the budgeted amount for the new law enforcement center. Mr. McDougal asked if the quotes included stump removal. Mrs. Childs asked about proof of liability insurance. She does have the Certificate of Liability for M.D. Tree Surgery. Mrs. Shank asked what would happen with the wood. Mr. Handka stated it would be up to the contractor. Timeframes were discussed. Mr. McDougal felt that now was a good time.

Mr. McDougal made a motion to accept the bid from M.D. Tree Surgery to remove seven trees at 845 Cornell Avenue. Motion seconded by Mr. Rackley and passed.

There was discussion regarding the remodel in the Justice Court. Judge Stephens joined the conversation. Mr. Handka stated that he spoke with Michael Clay Construction regarding the issue with the walls and moisture. They felt that if the paint was scrapped down to the concrete there would no longer be an issue. There was also discussion about the trench. Mr. Handka asked what it is for. Judge Stephens stated that it is for the microphone lines. Judge Stephens stated that the lines currently lay across the floor and are a trip hazard. Wireless microphones are not an option. Mr. Handka feels there are other options. He believes cutting the concrete will create weak spots. Mr. McDougal would like to look.

The meeting recessed at 9:00 a.m. to look at the Justice Court space and then the preschool came in and sang Christmas carols. The meeting reconvened at 9:10 a.m.

Mr. Rackley didn't think the trench was an issue. Mr. McDougal stated that he wasn't concerned about the concrete, but didn't want to spend money on a trench if there is another option in terms of the technology. He would like Judge Stephens to work with Mr. Abbott to see if there is a viable wireless option for the microphones.

Mr. Handka gave the Board pictures of the stairs that were built for the new trailer at the Airport. The McKinney's have moved in. A fuel load will be delivered to the Airport this week and the prices will stay the same.

INFORMATION REGARDING PERSHING COUNTY PARTNERING WITH PERSHING COUNTY SCHOOL DISTRICT IN APPLYING FOR AN E-RATE GRANT FOR ENHANCED INTERNET SERVICES FOR THE LIBRARY FOR ONE TIME INSTALLATION FEE OF APPROXIMATELY \$4,000.00: Superintendent Russell Fecht and Amanda Burrows, IT Specialist, were present from the School District. Justin Abbott, Pershing County IT was also present.

Mr. Fecht explained that the E-Rate Grant is a Federal program that helps schools and libraries with the costs of telecommunication and IT services. The School District has been pursuing various upgrades to their infrastructure. They applied for an E-Rate Grant last year in the amount of \$350,000 to upgrade the fiber optics from building to building. That application was not successful. This year they were fortunate enough to work with the Governor's office and were successful getting a grant to upgrade within their buildings, but still not between. The Governor's office has also offered assistance in writing the E-Rate Grant application. It was their recommendation to form a consortium with the Pershing County Library. Mr. Fecht stated that it is approximately 200 feet from the District Office to the back of the Library. They have run into a few snags, but seem to be on track now. Mrs. Burrows stated that she isn't sure about the cost as there are several options they can choose. She also stated that the Library could back out if the County's share increased and it wouldn't affect their application at that point.

Mr. McDougal made a motion to move forward with partnering with the Pershing County School District in applying for an E-Rate Grant for enhanced internet services for the Library for a one-time installation fee to be determined. Motion seconded by Mr. Rackley and passed.

EXPLANATION OF CONTINUANCE OF \$.040 SCHOOL DEBT TAX: Mrs. Shank stated that she was under the impression that the School Debt Rate would expire soon. When speaking with Mr. Fecht she was told that it had been extended, so she asked him to come speak to the Board. Mr. Fecht stated that he is not an expert in Bond issues, but the Bond was approved by a vote of the people in 2008. It was set to expire in November 2018; however, there was Legislation in 2015 that allowed Bonds to be rolled over for an additional 10 years. That statute is NRS 350.0201.

GRASS VALLEY ADVISORY BOARD: Paul Schlehr was present.

Mr. Schlehr stated that approximately 20 people attended their last meeting. There was a question regarding Code Enforcement and what would be grandfathered in. They also asked about people living in RVs. Mr. McDougal stated that it is his understanding that it is not allowed. Mr. McDougal suggested giving the addresses to Fran Machado, the Code Enforcement Officer, so that she can look into it. Mr. Evans confirmed that it is not allowed. Their next meeting is January 29th.

UNCLASSIFIED DEPARTMENTS, CONT.D:**PERSHING COUNTY FIRE/AMBULANCE DEPARTMENTS –**

AMBULANCE / LOVELOCK FIRE: Chief Nathan Carmichael was present.

Chief Carmichael reported that they are in the middle of an EMT (Emergency Medical Technician) class. There are three members currently taking the class and two more members that just passed the test. The Roster is currently at 22 with 2 pending applications. One member will be retiring sometime in the new year. Chief Carmichael stated that they are still striving to meet the training requirements for EMT, Firefighter I, and the F Endorsements. Mrs. Shank stated that she thinks the County and City need to have a discussion regarding separating the Ambulance and Fire Services.

SALARY RESOLUTION: R. HARDY, ROAD DEPARTMENT – This Salary Resolution will be considered at a later date.

T. BANKS, DISTRICT ATTORNEY’S OFFICE – Mr. McDougal made a motion to approve the Salary Resolution for Todd Banks reclassifying him as a Deputy District Attorney effective October, 2017. Motion seconded by Mr. Rackley and passed.

ELECTED DEPARTMENTS:

LACEY DONALDSON, CLERK-TREASURER – *Approval of corrections/changes to the tax Roll:* The Board reviewed a correction to EP Minerals, APN #003-321-02. Mrs. Cerini-Jones explained that when the Unsecured Account was transferred to the Real Roll a mistake was made and the Personal Property Value was put in as “new value”. As the value is not new, an abatement is warranted. A credit of \$109,215.35 is owed.

Mr. Rackley made a motion to approve the correction to APN #003-321-02 as presented. Motion seconded by Mr. McDougal and passed.

LAURI CERINI-JONES, ASSESSOR – Mrs. Cerini-Jones stated that with help from Mr. Abbott she was able to get the Assessment Roll online. They are working on closing the tax roll and opening the new one. Mrs. Cerini-Jones stated that all her staff is taking some well-deserved time off. The next task will be preparing for the Board of Equalization.

The meeting recessed at 9:59 a.m. and reconvened at 10:00 a.m.

PLANNING & BUILDING / IMLAY WATER: James Evans was present.

UPDATE – Mr. Evans stated that the office has slowed down due to the holidays, but they have had quite a few building permits. Mr. Rackley asked about the McDonald’s remodel. Mr. Evans stated that since McDonald’s is located in the City he doesn’t have any information about it.

Mr. Evans also informed the Board that he, Mr. McDougal and Fran Machado went to Imlay to look at the Ice House. Mr. Evans stated that it is structurally sound, but it’s not level. Some recommendations were made to alleviate the issue.

REQUEST FOR REVIEW AND APPROVAL OF A SUBSEQUENT PARCEL MAP APPLICATION ON APN 007-131-16 FOR ROBERT KENNERSON. THE APPLICANT IS PROPOSING THE DIVISION OF THE EXISTING PARCEL INTO (1) 41.35 +/- ACRE PARCEL, (1) 37.83 +/- ACRE PARCEL, (1) 18.00 +/- ACRE PARCEL. THE APPLICANT IS PROPOSING THIS DIVISION FOR POSSIBLE FUTURE INDUSTRIAL DEVELOPMENT. THE PARCEL IS ZONED INDUSTRIAL (I) AND LOCATED IN A PORTION OF SECTION 9, NORTH & WEST OF I-80 & 2 MILES SOUTH OF LOVELOCK (T26N, R31E, SECTION 9, M.D.B. & M.) IN PERSHING COUNTY, NV – Robert Kennerson was present.

Mr. Evans stated that this came before the Planning Commission on December 6th. They voted 4-1 to recommend approval. Carl Clinger voted nay as he was concerned about water. Mr. McDougal stated that the water issue is a State issue.

Mr. Clinger stated that the application states that drinking water will be provided by wells and he doubts any water from a well would be drinkable. Mr. Evans stated that that question could be deleted from the form as there is nothing in code that says “drinking” water is required. Mr. McDougal stated that the County has no control over the water and doesn’t warranty the quality.

Mr. McDougal made a motion to approve the subsequent parcel map application on APN #007-131-16 for Robert Kennerson as recommended by the Planning Commission, noting the findings as referenced in PCDC 17.404.35 A-O. Motion seconded by Mr. Rackley and passed.

IMLAY WATER SYSTEM – STONEY BASIN, LLC, REQUEST REFUND ON INVOICE DATED 10/18/17 IN THE AMOUNT OF \$148.50 DUE TO WRONG AMOUNT OF WATER REPORTED FOR BILLING – Mr. Evans stated that they had to hunt these people down as he received a report that there was a Cashman truck taking water. Once they were found, Mr. Evans spoke with someone and clarified the amount they stated they used. After the bill was received, they disputed the amount used. The Board felt that since they didn’t get prior permission to take the water and they initially verified the amount used, a refund isn’t warranted.

Mr. Rackley made a motion to deny the request of Stoney Basin, LLC for a refund on an invoice dated 10/18/17 in the amount of \$148.50. Motion seconded by Mr. McDougal and passed.

Mr. Evans also informed the Board that he received the water test results back in early December, but he is awaiting clarification of those results from Nevada Rural Water.

Mrs. Shank asked if there was an update on the Water Resource Plan. Mr. McDougal stated that we should have a draft after the first of the year.

ELECTED DEPARTMENTS, CONT.D:

RENE CHILDS, RECORDER-AUDITOR – Mrs. Childs stated that they are working on catching up on the scanning in the office. The budget cycle will start in January with forms going out to the department heads. Mrs. Childs also stated that she finally received the quote for the four servers she needs for the Tyler Technology programs, so she will have an item put on the next agenda for approval.

APPROVAL OF PERSHING COUNTY GOVERNMENT CREDIT CARD USE POLICY:

Mrs. Childs stated that on page 4, item e., she had requested that vouchers be returned to her office within three business days. The policy reads five business days. Mrs. Childs stated that she would like it to stay at three days so they can audit them and produce the check. Mrs. Childs hand delivers it to the bank, but it is not credited to the accounts for another three days. Mrs. Childs stated that she was told that one of the department heads was concerned about being out of town and not being able to sign the voucher. Mrs. Child stated that every department has a designated signer if the department head is gone, or the voucher can be flagged for signature at a later date. The Board also had some questions about the last page of the document. The Board decided to send the policy back to the District Attorney’s office for further review.

WESTERN NEVADA DEVELOPMENT DISTRICT (WNDD): WNDD COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY INPUT FROM PERSHING COUNTY FROM PERSHING COUNTY COMMISSION AND OTHER DEPARTMENTS; PURPOSE OF THE WNDD COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY; PERSHING COUNTY PROJECT/INITIATIVE LISTING TO BE INCLUDED IN THE WNDD CEDS; PERSHING

COUNTY COMMISSION AND DEPARTMENTS TO REVIEW PERSHING COUNTY CEDS PROJECT/INITIATIVE LISTING AND PROVIDE UPDATE TO WNDD NO LATER THAN JANUARY 31, 2018 – Ed Lawson, President, and Ron Radil, Executive Director, were present.

Mr. Radil stated that they are here to give an update on the Comprehensive Economic Development Strategy and get input from the Board. Mr. Radil spoke about the benefits of having a multi-jurisdictional plan. The USDA can award more points to projects included in multi-jurisdictional plans. The projects currently included for Pershing County are:

County Highway Improvements, new law enforcement center, Community Center roof repairs, update County camera systems, refurbishing County properties in Imlay, flooring replacement in County Administrative Building, upgrades at Museum, Courthouse structural issues and exterior renovations, clock tower repair, Imlay fuel pump system, Grass Valley Fire Station expansion, Unionville Park upgrades, resurfacing County parking lots, development of youth center, Main Street redevelopment, and replacement program for Sheriff's vehicles.

Mr. Radil stated that they need any additions to the list by January 30th. Mrs. Shank stated that Mrs. Wesner could send a memo to the department heads asking for ideas.

UPDATE ON PROGRESS OF SITE LOCATION, DESIGN, FUNDING, AMENITIES, AND CONSTRUCTION OF POTENTIAL NEW LAW ENFORCEMENT CENTER: APPROVAL OF AGREEMENT BETWEEN PERSHING COUNTY AND LOMBARD-CONRAD ARCHITECTS-NEVADA, LTD. FOR ARCHITECTURE AND DESIGN SERVICES RELATED TO THE PROPOSED PERSHING COUNTY LAW ENFORCEMENT CENTER – Mr. McDougal asked if this has been reviewed by the District Attorney's office. Mr. Rackley stated that it has and the requested changes were made. The fees were discussed.

Mr. McDougal made a motion to approve the agreement between Pershing County and Lombard-Conrad Architects – Nevada, LTD for architecture and design services related to the Pershing County Law Enforcement Center. Motion seconded by Mr. Rackley and passed.

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

BOARD APPOINTMENTS, RESIGNATIONS, VACANCIES: 911 SURCHARGE ADVISORY COMMITTEE – A letter of interest was received from Nathan Carmichael.

Mr. Rackley made a motion to appoint Nathan Carmichael to the 911 Surcharge Advisory Committee with a term expiring December 31, 2019. Motion seconded by Mr. McDougal and passed.

ECONOMIC DEVELOPMENT/COMMUNITY CENTER BOARD – Letters were received from Ted Bendure, Michael Springfield and Katie Sgouromitis. The Board would like a letter sent to Ms. Sgouromitis encouraging her to still attend the meetings.

Mr. McDougal made a motion to reappoint Ted Bendure and Michael Springfield to the Economic Development/Community Center Board with terms expiring December 31, 2021. Motion seconded by Mr. Rackley and passed.

TV ADVISORY BOARD – A letter was received from Shelly Nee.

Mr. McDougal made a motion to reappoint Shelly Nee to the TV Advisory Board with a term expiring January 1, 2020. Motion seconded by Mr. Rackley and passed.

SENIOR CENTER ADVISORY BOARD – A letter was received from Judy Osmun asking to be reappointed.

Mr. Rackley made a motion to reappoint Judy Osmun to the Senior Center Advisory Board with a term expiring January 1, 2021. Motion seconded by Mr. McDougal and passed.

CEMETERY BOARD – Letters were received from Glenn Rose and Dale Talcott asking to be reappointed.

Mr. McDougal made a motion to reappoint Glenn Rose and Dale Talcott to the Cemetery Board with terms expiring January 1, 2020. Motion seconded by Mr. Rackley and passed.

UNIONVILLE CEMETERY R & PP (RECREATION & PUBLIC PURPOSES) LAND SALE, N-60081, STATEMENT OF WORK AND REVIEW FOR COMMENTS: Mr. McDougal made a motion to approve the Unionville Cemetery R & PP Land Sale, N-60081, Statement of Work without comment. Motion seconded by Mr. Rackley and passed.

CORRESPONDENCE: There was no additional correspondence discussed.

APPROVAL OF ANNUAL SPECIAL ASSESSMENT ON ALL TAXABLE PROPERTY WITHIN THE CONFINES OF THE BUENA VISTA GROUNDWATER BASIN FOR THE FISCAL YEAR JULY 1, 2018 TO JUNE 30, 2019 AND APPROVAL OF ANNUAL SPECIAL ASSESSMENT ON ALL TAXABLE PROPERTY WITHIN THE CONFINES OF THE DESERT VALLEY GROUNDWATER BASIN FOR THE FISCAL YEAR JULY 1, 2018 TO JUNE 30, 2019: Mr. Rackley made a motion to approve the annual special assessments for the Buena Vista Groundwater Basin and the Desert Valley Groundwater Basin for Fiscal Year July 1, 2018 to June 30, 2019 as submitted. Motion seconded by Mr. McDougal and passed.

APPROVAL TO WRITE A LETTER OF SUPPORT FOR SAVE RURAL HOSPITALS ACT (HR2957): Mr. McDougal made a motion to approve writing a letter in support of HR2957, The Save Rural Hospitals Act. Motion seconded by Mr. Rackley and passed.

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

REPORT FROM ADMINISTRATIVE ASSISTANT: Mrs. Wesner did not have anything to report.

UPDATE ON THE PERSHING COUNTY ECONOMIC DEVELOPMENT AND CONSERVATION ACT: Mr. McDougal spoke with Andrew in Dean Heller’s office and they don’t see anything happening before Christmas. It should be up for discussion by March.

EIDE-BAILLY, PRESENTATION OF THE FY2017 AUDIT REPORT AND APPROVAL AND ACCEPTANCE OF THE FY2017 AUDIT REPORT: Felicia O’Carroll and Pam Truss were present.

Ms. O’Carroll stated that Pershing County received an unmodified opinion for the financial statements for the year ended June 30, 2017. 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 \$11,766,872. The County’s total net position decreased by \$233,308. The County’s ending fund balances also decreased by \$690,734 in comparison with the prior year. The County’s total debt decreased by \$80,796. Other postemployment benefits increased by \$145,520 over the prior year.

The County did not have any violations of NRS (Nevada Revised Statutes) or NAC (Nevada Administrative Code). There was a finding in regards to the WIC (Women, Infants, and Children) grant.

Mr. McDougal made a motion to approve and accept the FY2017 Audit Report as presented. Motion seconded by Mr. Rackley and passed.

ITEMS FOR FUTURE AGENDAS: There were no items discussed.

MATTERS OF THE BOARD FOR DISCUSSION, BOARD MEMBER REPORTS, BOARD LIAISON REPORTS: Mr. Rackley stated that the 911 committee now has a quorum. The Volunteer Advisory Board met yesterday. The Recycling Center now has heat in the building. Mr. Rackley also reported that he attended a meeting with the FAA (Federal Aviation Administration) Monday. They discussed the updates to the 5-year plan. He asked them about bringing in a bigger water line and they do not provide funding for that. He would like that to be at the top of our list for WNDD. He was also asked if a courtesy car is available. Mr. Rackley would like to pursue this idea further.

Mr. McDougal mentioned that he is on the NV Works Board, which meets quarterly, but he usually has a conflict with another meeting. When board appointments are discussed in the new year, he would like to discuss shuffling some of them.

Mrs. Shank stated that the Museum Board met yesterday and they are concerned about the Assay building. They are working with John Handka to winterize it. She also stated that they are being billed by Southwest Gas for one of the buildings that has no heat. Mrs. Childs will work with Mrs. Lusby-Angvick to figure this out.

Mr. McDougal also spoke about the special meeting on December 28th to meet with the Navy in regards to the expansion.

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

VOUCHERS: Mr. McDougal made a motion to approve the vouchers as submitted. Motion seconded by Mr. Rackley and passed.

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

As there was nothing further to come before the Board, the meeting adjourned at 12:05 p.m.

Approved 02/07/18: _____/s/_____
Robert McDougal, Chairman

Attest: _____/s/_____
Lacey Donaldson, Clerk