

JUNE 5, 2019

The meeting was called to order at 8:30 a.m. by Larry Rackley, Chairman. Those present were Robert McDougal, Commissioner; Todd Banks, Deputy District Attorney; Bryce Shields, District Attorney; Karen Wesner, Administrative Assistant; and Lacey Donaldson, Clerk. Commissioner Carol Shank was absent.

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

PUBLIC INPUT: There was no public comment 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. McDougal 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. Rackley and passed.

NEVADA RURAL HOUSING AUTHORITY: PRESENTATION OF THE NEVADA RURAL HOUSING AUTHORITY PROGRAM; APPROVAL OF A RESOLUTION PROVIDING FOR THE TRANSFER OF PERSHING COUNTY'S 2019 PRIVATE ACTIVITY BOND VOLUME CAP TO THE NEVADA RURAL HOUSING AUTHORITY AND OTHER MATTERS RELATING THERETO – Bill Brewer and Roger Mancebo were present.

Mr. Brewer spoke about the Nevada Rural Housing Authority Program. Mr. Brewer stated that they started their single family program in 2006. Since that time Pershing County has transferred approximately \$2.1 million to the program. 42 homeowners in Pershing County have been assisted with mortgage loans.

Mr. McDougal made a motion to approve the transfer of Pershing County's 2019 Private Activity Bond Volume Cap to the Nevada Rural Housing Authority. Motion seconded by Mr. Rackley.

Mr. McDougal amended his motion to include adopting Resolution #19-0606 providing for the transfer. Motion seconded by Mr. Rackley and passed.

UNCLASSIFIED DEPARTMENTS:

ROAD DEPARTMENT – Dan Hill was present.

Mr. Hill reported that all the blades are back in the County yard for the year. They've had a very productive year blading the County's major gravel roads. They bladed a bunch of Lower Valley roads, including the Indian Caves road and Wild Horse Pass. They also did Duncan's Road and some others in Upper Valley. They started up Rochester, but were rained out. They won't get it finished unless it gets really bad. Mr. Hill stated that there is another road between there and Package Flat that they didn't get done either as it was too muddy. Mr. Hill also reported that they finished mowing weeds in the Rye Patch area. They also helped at the ball fields. Gerry Monroe attended a weed class through the extension office. The crew also got the Imlay and Unionville burn pits burned.

Mr. Hill also reported that he met with Coeur Rochester about their expansion plans. They are willing to pay for most of the improvements that will be needed to the road. Mr. Shields will work on a road agreement.

Mr. Hill informed the Board that their newest truck has antifreeze in the oil. The repair bill will be pretty costly. Mr. Hill thinks it has a blown head gasket.

LANDFILL & RECYCLING – Dan Hill was present.

Mr. Hill reported that Mr. Nielsen burned the burn pile. He stated that with the new brush rake, they are able to do a lot better clean-up. They also spent a day at the transfer site in Grass Valley. People have been dumping trash in the burn pit. They have cleaned it up twice and will be doing so again today.

SENIOR CENTER/VOLUNTEER COORDINATOR – Jordan McKinney was present.

Mrs. McKinney reported that Nevada Legal Services is going to be at the Center today. They will be having a volunteer meeting on June 20th. They are going to the Aces game on June 24th and to Virginia City on July 18th. Breakfast at the Center will be on June 28th this month.

BUILDINGS AND GROUNDS – John Handka was present.

Mr. Handka reported that he painted the concession stand at the ball fields. With help from the Road Department they have been spraying the weeds out there as well and have come up with a pretty good plan for the future. Mr. Handka has also been working at the Pool. A mixer valve and the aquastat both went out. The doors into the men's and women's restrooms have been replaced.

Mr. Handka stated that the Car Show was held over the weekend. Due to the wet weather and the ground being soft, the cars were moved to the street on Central Avenue.

Mr. Rackley stated that he spoke with Penny Higby. She needed to get into the Imlay Community Center and her key no longer works. Mr. Handka stated that Ms. Higby will need to get a hold of Jamie St. Pierre to get a new key.

Mr. McDougal stated that the work done at the ball fields turned out phenomenally.

Request by Frontier Community Action Agency to use the Courthouse Park and Community Center for the Summer Lunch Program: Mr. Handka spoke with the program director after the last meeting and he has no concerns.

Mr. McDougal made a motion to approve Frontier Community Action Agency's request to use the Courthouse Park and Community Center for the Summer Lunch Program. Motion seconded by Mr. Rackley and passed.

Mike Brooks, Request to use the Courthouse Park for a 5k run as a school fundraiser on June 8, 2019: Mr. Handka has spoken with Mr. Brooks and has no concerns.

Mr. McDougal made a motion to approve the request by Mike Brooks to use the Courthouse Park for a 5k run as a school fundraiser on June 8, 2019. Motion seconded by Mr. Rackley and passed.

Discussion regarding procedure for unlocking Courthouse doors before 8:00 a.m., which office or offices will be responsible for unlocking doors prior to 8:00 a.m. and procedure for unlocking the doors when there is court or meetings at the Courthouse: Mr. Rackley stated that Buildings and Grounds has been unlocking the doors when they arrive in the morning, between 6:30 and 6:40. They are locked by the custodians at night. Judge Stephens is asking that the bottom doors be kept locked until close to 8:00 a.m. Her office would be willing to open them. Mr. McDougal asked if Judge Stephens was concerned about safety. She stated that she is. Mr. Handka stated that he is indifferent, but he and his staff don't have time to come back once they have started their day. He doesn't want to be responsible when the doors don't get unlocked. Mr. Shields stated that his office has volunteered to open the top doors.

It was decided that the DA's office will be responsible to open the top doors prior to 8:00 a.m. and Justice Court will be responsible for the bottom doors. The board will re-visit this at a later date.

Mr. Handka also spoke about an incident at the Community Center over the weekend. There were some issues with one of the graduation parties. Mr. McDougal stated that PCEDA (Pershing County Economic Development Authority) is aware and will be meeting with Mr. Shields this afternoon to discuss ramifications. PCEDA will also have an item on their next agenda to discuss policy changes.

COMMUNITY CENTER – Dixie McKay was present.

Mrs. McKay reported that Mr. Foster is attending a meeting in Fallon today. In two weeks he will be at Range Camp. Mrs. McKay stated that Josh McKinney is manning the building this morning.

The BLM (Bureau of Land Management) is holding a meeting there now. Mrs. McKay submitted a written report of the happenings at the Center. They received \$4,181 in revenue in May and 1,330 people passed through the building. There were 57 meetings and events held, including 3 graduation parties. The report goes into more detail regarding the incidents that happened at the graduation parties held over the weekend. The carpet has been replaced throughout the center and will be replaced in the UNCE (University of Nevada Cooperative Extension) side next week. The new speakers were installed and are working well, but the microphones still cut out. Mrs. McKay thinks the issues are electrical. The Community Center files have been backed up on an external drive and Mr. Abbott is working on a plan to also back them up off-site. 300 new chairs were ordered and 260 have been delivered. The old chairs will be stored at the 4-H Building. An agenda item will be placed on the next agenda to transfer some of those chairs to 4-H.

ECONOMIC DEVELOPMENT – Heidi Lusby-Angvick was present.

Mrs. Lusby-Angvick stated that PCEDA met on Monday and they are working on the Strategic Plan. The Comprehensive Economic Development Strategy Workshop sponsored by the Western Nevada Development District will be held on Monday, June 10th at the Fallon Convention Center. Mrs. Lusby-Angvick will attend along with some of the PCEDA board members. On June 12th she will be attending a breakfast hosted by Churchill County's Economic Development Authority. Mrs. Lusby-Angvick will also be attending the NV Works meeting on June 14th. Western Nevada Development District will be having their semi-annual dinner meeting in Douglas County on June 24th. Mrs. Lusby-Angvick also reported that she attended the CDBG (Community Development Block Grants) training on May 21-22, 2019. Carson City is currently using CDBG funds for park rehabilitation. The City of Gardnerville has also purchased playground equipment with CDBG funds. Mrs. Lusby-Angvick was thinking that the County could work with the City in making upgrades to the Amherst and Courthouse parks. The City of Lovelock is still designated as a low-to moderate income census block, so the grant application would have to come from them.

Approval for PCEDA to submit an RFP to GOED as a member of Hwy 95 RDA and for the Pershing County Commission to submit a letter to GOED stating that Pershing County intends to continue to be a member of Hwy 95 Regional Development Authority: Mrs. Lusby-Angvick stated that with the retirement of Hwy 95's Director, GOED (Governor's Office of Economic Development) would like to see them be more regional. Moving forward, the entities participating will be City of Fallon, Churchill County, City of Lovelock and Pershing County. Mineral County has moved to the Northern Nevada Development Authority.

Mr. McDougal made a motion to approve PCEDA submitting an RFP (request for proposals) to GOED as a member of Hwy 95 RDA along with a letter from the Commission stating that Pershing County intends to continue to be a member of Hwy 95 Regional Development Authority. Motion seconded by Mr. Rackley and passed.

IT DEPARTMENT – Justin Abbott was present.

Mr. Abbott reported that for May he had 34 tickets opened and 42 resolved. Devnet will be doing training and getting ready to go live in the Assessor's office. The Supreme Court has asked Justice Court to do a PCI audit. The computers ordered for the Recorder-Auditor have been delivered. Mr. Abbott is still working on drafting an application for a Board Action Index for the Clerk-Treasurer's office. He has been watching some Federal Legislation that may provide grant funding for IT. In regards to the RFP, we are coming up on the next event. Mr. Abbot would recommend accepting the proposal from Westnet.

Approval of Addendum adding Planning, Building and Zoning (including Business Licensing) modules to agreement between Pershing County and Devnet, Inc. for Property Tax and wEdge Software License, Maintenance, and Support: Mr. Abbott stated that the addendum adds approximately \$5,000 a year to the current agreement.

Mr. McDougal made a motion to approve the Addendum adding Planning, Building, and Zoning (including Business Licensing) modules to the agreement between Pershing County and Devnet, Inc. for Property Tax and wEdge Software License, Maintenance, and Support as presented. Motion seconded by Mr. Rackley and passed.

APPROVAL TO GO TO BID FOR CHIP SEAL PROJECTS: Mr. McDougal made a motion to approve the Road Department going out to bid for their chip seal projects. Motion seconded by Mr. Rackley and passed.

Mr. Hill also informed the Board that he has an employee on leave and Mrs. Wesner has arranged for an intern to help out as needed.

UNCLASSIFIED DEPARTMENTS, CONT.D:

PUBLIC DEFENDER – Steve Cochran was present.

Mr. Cochran gave the Board his updated case reporting. He also stated that he and Mayra (Mr. Cochran's legal secretary) have been discussing when to report that a case is actually closed.

CODE ENFORCEMENT – Fran Machado was present.

The Board was given the monthly reports for February – May. Mrs. Machado also gave the Board pictures of some of the complaints. She currently has 213 open complaints. 14 complaints have been resolved. Mrs. Machado attended a Code Enforcement Conference in Las Vegas in March. She attended eight classes at the conference and has begun using the things she learned.

ELECTED DEPARTMENTS:

LACEY DONALDSON, CLERK-TREASURER – Mrs. Donaldson apologized for not submitting any minutes for approval. The office has been very busy with end of year tax responsibilities and tax sale prep. Mrs. Donaldson also informed the Board that she recorded 355 one year Tax Certificates and the County took deed to 80 parcels for non-payment of taxes.

Approval of corrections/changes to the Tax Roll: A Tax Roll correction for CIT Technology Financing was given to the Board for review. Both CIT and Coeur Rochester were billed for the same piece of equipment. CIT is due a refund of \$247,245.57.

Mr. McDougal made a motion to approve the Tax Roll correction for CIT in the amount of \$247,245.57 as presented. Motion seconded by Mr. Rackley and passed.

RENE CHILDS, RECORDER-AUDITOR – Mrs. Childs gave the Board the month end reports. The office will start training next week with Tyler. They will go live with a parallel payroll in July and will be live with the other applications by the end of July.

PROCLAMATIONS AND AWARDS: YEARS OF SERVICE CERTIFICATE AND PIN – The Board presented Jerry Reid a Years of Service Certificate and Pin for 15 years of service to the Sheriff's Office.

ELECTED DEPARTMENTS, CONT.D:

LAUREEN BASSO-CERINI, ASSESSOR – Ms. Basso-Cerini stated that they will be starting training with Devnet as well. The Assessor's office has also been busy answering questions due to the tax sale. On June 10th the Department of Taxation will be here conducting a ratio study. She will need to use the large copy machine to copy appraisal folders. Josh Wilson stopped by yesterday, he will be doing our land study, and picked up maps. He hopes to be done by mid-to-late October. Mr. Wilson will also work with the team to teach them how to conduct land studies in the future.

PLANNING AND BUILDING DEPARTMENT / IMLAY WATER SYSTEM: James Evans was present.

Mr. Evans gave the Board the monthly permits issued and fees collected report. There will be a Planning Commission meeting tonight to review a Master Plan Amendment for the City. Mr. Evans informed the Board that he received a letter of resignation from his employee. Her last day will be June 14th. He did speak with Mrs. Wesner and has sent the notice to the paper, with the position closing on June 24th. Mr. Evans also took the water samples in yesterday.

UPDATE ON PROGRESS OF SITE LOCATION, DESIGN, FUNDING, AMENITIES, AND CONSTRUCTION OF FUTURE LAW ENFORCEMENT CENTER: Mr. Rackley had nothing new to report, but he is still working on the real estate transaction. The lot line adjustment survey has been completed and sent to the City of Lovelock.

DERBY FIELD AIRPORT: Mr. Rackley reported that the sign has been cut out and is being made. The Snow Removal Equipment Building has been completed and has been signed off on. The final payment invoice is going through the system. Mrs. Childs asked if we had paid for the sign yet and how much it will cost. Mr. Rackley stated he hasn't received an invoice, but it is \$1,500. Mr. Rackley also stated that he met with Transaero Monday afternoon in regards to the Jet A fuel tank. It will be moved closer to the fuel island at their expense.

BOARD APPOINTMENTS: WILDLIFE ADVISORY BOARD, VOLUNTEER BOARD, GRASS VALLEY ADVISORY BOARD, TV BOARD AND 911 COMMITTEE – Mr. McDougal made a motion to reappoint Ryan Collins and Joe Crim to the Wildlife Advisory Board; Janice Rutherford and Barbara Rackley to the Volunteer Board; Linda Workman to the Grass Valley Advisory Board; and Dave Skelton to the 911 Advisory Board. Motion seconded by Mr. Rackley and passed.

Mr. McDougal made a motion to appoint Dave Skelton to the TV Board. Motion seconded by Mr. Rackley and passed.

2019 LEGISLATIVE UPDATES: It was noted that the session has adjourned. Mrs. Wesner stated that she did receive a request for "Legislative Input" that is due tomorrow.

Mrs. Donaldson stated that there were lots of election related changes made. The Clerks/Registrars will be meeting with the Secretary of State at the end of July to talk about implementation. Mrs. Donaldson will update the Board as information becomes available.

Mr. McDougal stated that to the best of his knowledge the objectionable water legislation was defeated.

Mr. Shields stated that there were a lot of changes made to the criminal code and criminal procedure. Most don't take effect until July 1, 2020, so law enforcement has time to re-train personnel.

UPDATE ON MATTERS RELATING TO THE PERSHING COUNTY ECONOMIC DEVELOPMENT AND CONSERVATION ACT: The Board did not have anything new to report.

AMENDMENT TO THE FIRST READING: The Amendment to Bill #336 was introduced by Mr. McDougal and read by title as follows:

AN ORDINANCE AMENDING TITLE 17 OF THE PERSHING COUNTY DEVELOPMENT CODE, WITHIN CHAPTER 302, ALLOWED USES, AT SECTION 17.302.05-3, TABLE OF USES (COMMERCIAL USE TYPES) TO ALLOW A NEW USE TYPE TITLED "LIQUOR MANUFACTURING" IN GENERAL COMMERCIAL AND INDUSTRIAL REGULATORY LAND USE DISTRICTS; WITHIN CHAPTER 304 (USE CLASSIFICATION SYSTEM) AT SECTION 17.304.30 (P) TO CREATE A NEW USE TITLED "LIQUOR MANUFACTURING" THAT WOULD

ALLOW LIQUOR MANUFACTURING TO OCCUR IN CERTAIN REGULATORY LAND USE DISTRICTS SUBJECT TO A SPECIAL USE PERMIT AND LOCAL, STATE AND FEDERAL LICENSES; TO ALLOW A NEW USE TITLED "WINERY" TO BE ESTABLISHED IN THE LOW DENSITY RURAL, MEDIUM DENSITY RURAL, LOW DENSITY SUBURBAN, AGRICULTURAL-MINING-RECREATION, GENERAL RURAL, AND GENERAL RURAL NON-AGRICULTURAL REGULATORY LAND USE DISTRICTS; WITHIN CHAPTER 304 (USE CLASSIFICATION SYSTEM) AT SECTION 17.304.30 (DD) TO CREATE A NEW USE TITLED "WINERY" THAT WOULD ALLOW WINERIES TO BE ESTABLISHED IN CERTAIN REGULATORY LAND USE DISTRICTS SUBJECT TO A SPECIAL USE PERMIT AND APPLICABLE LOCAL, STATE, AND FEDERAL LICENSES.

KRISTOFFER FISCHER, ENTERPRISE FLEET MANAGEMENT: REVIEW PROPOSAL TO PROVIDE VEHICLE FLEET MANAGEMENT SERVICES FOR PERSHING COUNTY – Mr. Rackley has been working with Mr. Fischer in regards to a cost proposal. Down payments would be required on the police vehicles due to the add-on accessories. Mr. Rackley asked Mrs. Childs how she felt about the proposal. Mrs. Childs stated that she hasn't seen the numbers. She also reminded the Board that the Sheriff's office has no capital outlay allotted for the next year.

Mr. McDougal stated that with monthly payments and down payments it would amount to approximately \$95,000. That could come out of the Option Tax Fund, but Mrs. Childs stated that our priority list would need to be updated. Mrs. Donaldson also stated that depending on the term of the contract, they might need approval from Taxation. Mr. McDougal asked if those questions could be answered before they move forward with revising the priority list.

Mrs. Wesner asked that copies of today's handouts be provided to herself, Mrs. Childs and Mrs. Donaldson.

The meeting recessed for a Litigation Meeting at 10:38 a.m. and reconvened at 10:53 a.m.

REPORT FROM LEGAL COUNSEL: Mr. Shields stated that he is working with Julie at the BLM to transfer the right-of-way on Toulon Peak to Pershing County. He also spoke with Joe of Valley Tech. They currently have a lease agreement with us at the Airport and would like to put some connexes on the property. Mr. Shields will review the lease to see if it is allowable. Mr. Shields also spoke with Elko County about AT&T. Elko has also had a problem with AT&T paying the 911 surcharge. Per their suggestion, Mr. Shields contacted the Public Utilities Commission to get a current list of providers. He will send out an updated letter in regards to the surcharge.

Mr. Rackley spoke about a lease agreement with South West Gas. Mr. Shields stated that we can't move forward with that until we have the right-of-way. Mr. Rackley will speak with Elko County about proceeds from the lease.

REPORT FROM ADMINISTRATIVE ASSISTANT: Mrs. Wesner stated that there will be a Department Head meeting on June 18th with John Bates from POOL/PACT. Mrs. Wesner has been working with Mr. Frey to get the mosquitoes sprayed in Imlay. He is not available this week, but if he sees a window where it would be feasible, he will do it. Mrs. Wesner also received an email from the Nevada Commission on Ethics. They would like to put on ethics training for all public officials on June 24th.

ITEMS FOR FUTURE AGENDAS: There was nothing further discussed.

CORRESPONDENCE: There was no additional correspondence.

THE BOARD OF COUNTY COMMISSIONERS MAY MEET IN A CLOSED LABOR SESSION PURSUANT TO NRS 288.220 TO MEET WITH THE COUNTY'S LABOR REPRESENTATIVE REGARDING LABOR NEGOTIATIONS: A closed labor session was not needed at this time.

MATTERS OF THE BOARD FOR DISCUSSION, BOARD MEMBER REPORTS, BOARD LIAISON REPORTS: Neither Mr. Rackley or Mr. McDougal had anything to report.

PUBLIC INPUT: Dave Skelton informed the Board about a first aide class that will be held at the Community Center on June 18th.

Wendy Nelson, Frontier Community Coalition, would like the "no smoking" signs on all county/city buildings to be updated to include vaping. She also stated that they were awarded a grant to complete Emergency Response Plans for an opioid spike. She will be drafting plans for Lander, Humboldt and Pershing counties.

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

As there was nothing further to come before the Board, the meeting adjourned at 11:24 a.m.

Approved 7/17/19: _____ /s/
Larry Rackley, Chairman

Attest: _____ /s/
Lacey Donaldson, Clerk