

AUGUST 21, 2019

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

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. Shields did not see anything on the agenda that would have an impact.

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 Mrs. Shank and passed.

UNCLASSIFIED DEPARTMENTS:

COMMUNITY CENTER – Dixie McKay was present.

Review and approval of the revised wording of the Pershing County Community Center Large Room Contract: Mrs. McKay gave an overview of the changes. There was discussion regarding underage drinking. Mr. Rackley also asked about catering fees. Mr. McDougal stated that they did discuss this, but wanted to keep it simple. The renter is responsible for all fees.

Mrs. Shank made a motion to approve the changes to the Pershing County Community Center Large Room Contract contingent on review by the District Attorney. Motion seconded by Mr. McDougal and passed.

ROAD DEPARTMENT – Dan Hill was present.

Mr. Hill reported that the Department has been busy. He received a phone call last week from the Sheriff's office about a hole in a culvert on Muddy Road. They coned it off and then the next day the Road Department replaced the culvert. The screening plant is back up and running. There is a pretty bad stretch of road by Mud Springs Ranch they are going to fix. A big cottonwood tree came down on Derby and South Meridian. They got it cleaned up with help from PCWCD (Pershing County Water Conservation District). Mr. Hill received notice Tuesday morning that the railroad crossing will be replaced on Rogers Road on Thursday. He scrambled to provide notice to the property owners.

Mr. Hill also received a call concerned that our sewer line in the Industrial park may be plugged. They went out and flushed it. Mr. Hill will put this on the schedule to do twice a year. The crew also started a project at the Airport. They are putting gravel down along the taxi-way and are about 80% done. Mr. Hill will work up the cost estimate to provide to the Board. Mr. Casias has been fogging for mosquitoes in Imlay. They are getting ready to chip seal up Limerick next Friday. Mr. Hill stated that they had some extra chips from last time and Coeur will pay for the oil. Mr. Hill has also been spraying weeds as time permits. He sprayed Grass Valley Road, Youngberg, Old Victory and Lower and Upper valleys. Mr. Monroe also sprayed weeds in Imlay. Mr. McDougal stated that if the fogging for mosquitoes is working better than the aerial spraying and that is the direction that is taken, the Road Department will need to be reimbursed for their time.

Salary Resolution, J. Hughes: Mrs. Shank made a motion to approve the Salary Resolution for Jeanette Hughes moving her from an Administrative Clerk I, Range 23, Step 1 to an Administrative Clerk II, Range 26, Step 1 effective September 17, 2019. Motion seconded by Mr. McDougal and passed.

LANDFILL – Dan Hill and Mitch Nielsen were present.

Mr. Nielsen reported that there has been a decrease in Imlay and Grass Valley, but there has been a huge increase in Unionville. Mr. Nielsen stated that Unionville usually gets hauled out every five weeks or so and they have been having to do it every three. Mr. Nielsen thinks a lot of it is clean-up from Code Enforcement activities.

Mr. Nielsen also reported that the back-stop was ruined at the Grass Valley Transfer site. The top bar was ripped off and the chain-link is damaged. He is not sure what happened. Mr. Nielsen spoke with NDF (Nevada Division of Forestry) about having the prison crew make the repairs and was told that they cannot do any fence work in that area.

Mr. Nielsen spoke about a Solid Waste Management Training in Phoenix in October. He will request an agenda item for approval and get the information to the Board. He is also still waiting on NDEP (Nevada Division of Environmental Protection) to respond to the Repurpose Plan.

Discussion regarding enforcement of requirement to have all trash covered when being hauled on public roadways to the County Landfill and enforcement of littering on public roadways going to the Landfill: Mr. Rackley asked how much trash is uncovered. Mr. Nielsen stated that very few loads are covered. JP Burke was also present as he requested this item. He inadvertently ran over some debris causing a flat tire. Mrs. Shank asked if they should place some signs on Arobio. Mr. Hill stated that NDOT (Nevada Department of Transportation) will have to be contacted for approval to place signs on Arobio and Pitt. They will check on the signs and Mr. Nielsen will work on a public service announcement.

BUILDINGS AND GROUNDS – John Handka was present.

Mr. Handka reported that they have been trimming trees and repairing drip lines at both cemeteries. He is satisfied with the weed abatement. They are still having an issue with washouts at Lone Mountain. Mr. Handka stated that every other month the Imlay Community Center's water bill skyrockets. The last bill was for 120,000 gallons. The Board asked Mr. Handka to figure out a way to lock the faucet to see if this alleviates the problem. Mr. Handka also reported that they have been spraying weeds where needed. He is trying to get a handle on the goat heads prior to the youth soccer season. He also stated that the door was kicked in at the ball fields.

PERSHING COUNTY FIRE/AMBULANCE DEPARTMENTS –

LOVELOCK FIRE/AMBULANCE DEPT.S: Chief Wilcox was present.

Chief Wilcox stated that he thought the meeting with the State Fire Marshall's office went well. He would like to see a joint meeting between the City and County to discuss other issues they may be having. Chief Wilcox also stated that they had a call the other night to Mile Marker 141 and neither Imlay nor Rye Patch could respond so Lovelock had to. It is becoming harder and harder to get volunteers. Chief Wilcox will be at Burning Man for 10 days, so someone else will be assigned to the Chief's vehicle. Mr. Heidemann is helping the Imlay and Rye Patch Departments get caught up with their reporting.

Request for approval to use the County Water truck for the 2019 Burning Man Event from August 25 through September 2, 2019 with the rental fee of \$3,500 being paid to the Pershing County Road Department: Mr. McDougal made a motion to approve the use of the county water truck for the 2019 Burning Man Event from August 25th through September 2nd with the rental fee of \$3,500 going to the Road Department. Motion seconded by Mrs. Shank and passed.

SAFETY – Mrs. Shank reported that Ms. Haas is working on getting everyone set up with their requirements. She also stated that POOL/PACT is changing their e-learning program in about 6 months.

IT DEPARTMENT – Justin Abbott was present.

Mr. Abbott reported that he has been helping Sheriff Allen get ready for Burning Man. He is still getting support tickets for the Devnet and Tyler conversions. Mr. Abbott also reported that he will be out of the office starting tomorrow and will be back next Thursday.

Approval to purchase new workstation with monitor for IT Department in the amount of \$1,465.00: Mr. Abbott stated that his current workstation is not powerful enough for what he needs. He does have this in his budget.

Mrs. Shank made a motion to approve the purchase of a new workstation with monitor for the IT Department in the amount of \$1,465.00. Motion seconded by Mr. McDougal and passed.

Approval to purchase 4 seats for Kaseya BMS for IT and PCSO (service desk and project management) and 100 endpoints for Kaseya VSA for workstations, servers, and laptops (remote monitoring and maintenance) in the amount of \$22,030.85 to be paid over 3 years (1st year \$8,462.85; 2nd / 3rd years \$6,802.00 each): Mr. Abbott stated that this product is a virtual systems administration program and gave an overview of what functions it would allow Mr. Abbott to do remotely.

Mr. Abbott stated that he did budget for this as well, but did not include the Sheriff's office. He does have some items he can shift in priority to make up the difference.

Mrs. Shank made a motion to approve the purchase of 4 seats for Kaseya BMS for IT and the Sheriff's office in the amount of \$22,030.85 to come out of the IT budget. Motion seconded by Mr. McDougal and passed.

ELECTED DEPARTMENTS:

LACEY DONALDSON, CLERK-TREASURER – Mrs. Donaldson reported that the office is still busy posting first installment taxes. The office went live with Tyler Cashiering last week. They are continuing with the conversion and syncing with the Recorder-Auditor's office the rest of the month. Mrs. Donaldson attended a meeting in Reno last Thursday to discuss the implementation of Same Day Registration. The Clerk's Association has scheduled a conference call today to speak with the vendor about the implementation and any other election related issues. Mrs. Donaldson informed the Board that one of her employees is transferring to Justice Court as of August 30th.

Approval of corrections/changes to the Tax Roll: Mrs. Donaldson presented the Board with the following roll adjustments:

APN #008-560-04	New Life USA-Nevada	Property is tax exempt
APN #003-890-08	David Rocha	Reclass storage structures
APN #009-401-13	Blancett & Einstoss	Removing Mobile Home
APN #001-111-26	Daryl Guisti	Removing Landfill & TV Assessment
APN #001-111-27	Daryl Guisti	Removing Landfill Assessment
APN #003-311-16	Robert Jack	Removing metal shed & fuel tanks

Mrs. Shank made a motion to approve the tax roll adjustments as presented. Motion seconded by Mr. McDougal and passed.

Approval to advertise/hire vacant Administrative Clerk I/II position as full-time, which was approved in the 2019-2020 budget: Mr. McDougal made a motion to approve the advertising and hiring to fill the vacant Administrative Clerk I/II position in the Clerk-Treasurer's office at full-time. Motion seconded by Mrs. Shank and passed.

RENE CHILDS, RECORDER-AUDITOR – Mrs. Childs gave the board the monthly fund balances report. Payroll will be live in the Tyler system this week. Fixed Assets has been pushed out till the Auditors come in September.

Authorization to process and run A/P vouchers and checks for the next 4 to 6 months on a weekly basis or as needed due to implementation of new software: Mrs. Shank would like to make the approval for four months, till the end of calendar year, and if additional time is needed it can be approved at that time. Mrs. Childs stated that there are several departments that turn in vouchers with errors, which is taking a lot of time to rectify. Mrs. Childs is going to send out a memo. There are also issues with timecards. They are nearing the close of the 60-day window to make adjustments for last fiscal year.

Mrs. Shank made a motion to approve 4-month period. Motion seconded by Mr. McDougal and passed.

Renewal of contract between Pershing County and State of Nevada – SilverNet Network: It was noted that this is a three-year contract and it is for the State's connection for DMV. The contract lists an amount not to exceed \$4,800.00.

Mrs. Shank made a motion to approve the renewal of the contract between Pershing County and the State of Nevada, SilverNet Network at a cost not to exceed \$4,800.00. Motion seconded by Mr. McDougal and passed.

LAUREEN BASSO-CERINI, ASSESSOR – Ms. Basso-Cerini stated that DMV loves to make legislative changes. They will now have to track everyone's odometer readings when they come in for a renewal or title change. Ms. Basso-Cerini also reported that they lost their Devnet liaison, so it has been frustrating getting the necessary training. Devnet has been sending someone to work with them once a month.

Farr West Engineering 2020 Contract / Scope of Work / GIS Services: Ms. Basso-Cerini stated that she had been having some issues with Farr West. She did have a meeting with them to discuss her concerns and she feels things have been resolved.

Mrs. Shank made a motion to approve Farr West Engineering's 2020 Contract and Scope of Work for GIS Services in an amount not to exceed \$45,000.00. Motion seconded by Mr. McDougal and passed.

KAREN STEPHENS, JUSTICE COURT – *Salary Resolution, M. Ortega, transfer from Clerk-Treasurer's office to Justice Court:* Judge Stephens informed the Board that this is just the transfer paperwork allowing Ms. Ortega to move from the Clerk-Treasurer's office to Justice Court. She will have another Salary Resolution on a future agenda to move Ms. Ortega to a higher salary range as she previously worked in Justice Court for eight years.

Mrs. Shank made a motion to approve the Salary Resolution for Megan Ortega, transferring her from the Clerk-Treasurer's office to Justice Court effective September 2, 2019. Motion seconded by Mr. McDougal and passed.

Judge Stephens stated that they are getting ready for Burning Man. Mrs. Shank asked about collections. Judge Stephens stated that they are going well. The number of Highway Patrolmen is down, so less citations are being issued.

JERRY ALLEN, SHERIFF – Sheriff Allen reported that as of yesterday they had 21 inmates. Four have been released this week. Sheriff Allen also reported that he will be losing two deputies, one by end of the month and one in November. He will be testing potential candidates in mid-September. Sheriff Allen stated that he does have a Cat I Reserve that will be helping out on a temporary basis.

Sheriff Allen stated that he was out on the Playa yesterday trying to get the network setup prior to the event starting. There are reportedly 3,000 on playa right now. Sheriff Allen feels like there are more out there than that, but this the number they are reporting. Sheriff Allen also stated that a car was

seized and given to the Sheriff's office. An item will be on the next agenda for the Board to accept the vehicle. Sheriff Allen stated that it can only be used to further drug enforcement.

UPDATE ON PROGRESS OF SITE LOCATION, DESIGN, FUNDING, AMENITIES AND CONSTRUCTION OF FUTURE LAW ENFORCEMENT CENTER: REVIEW OF MAP FOR APN 001-133-13 AND 001-133-14 – Mr. Rackley stated that there were some corrections made to boundary lines on the map. Ms. Basso-Cerini stated that the map has been recorded; however, the researcher for Western Title has some concerns. It was clarified that these parcels would be traded for the parcel by the Church. Mr. Shields stated he didn't see any concerns, but will contact Joe at Western Title to see what his concerns are.

APPROVAL TO PROCEED WITH THE APPRAISAL OF LOTS AND TO MAKE AN OFFER ON SAID PROPERTY – Mrs. Shank made a motion to proceed with the appraisal and to make an offer contingent on the verification of clear title. Motion seconded by Mr. McDougal and passed.

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

GRASS VALLEY ADVISORY BOARD: Paul Schlehr was present.

Mr. Schlehr reported that the transfer station has been going through its normal ups and downs. Mr. Schlehr asked for an update on Grass Valley getting their own zip code. Ms. Shank stated that she has been working with Congressman Amodel's office.

DISCUSSION REGARDING COMPLAINTS RECEIVED REGARDING THE REPAIR NEEDED TO THE FENCING OF THE "CATTLE FREE AREA" AND CONTRACTING WITH SOMEONE TO MAKE THE REPAIRS – Mrs. Shank asked if we need to go out for RFPs (Request for Proposals). Mr. Shields stated that we just need to get three quotes from people willing to do it. Mrs. Shank thinks it should be advertised and RFPs requested.

Mrs. Shank made a motion to determine how much fencing needs to be fixed and advertise for Request for Proposals. Motion seconded by Mr. McDougal and passed.

ENFORCEMENT OF ORDINANCE #173, CHAPTER 6.06 OF THE PERSHING COUNTY CODE AND POSSIBLE AMENDMENTS TO ORDINANCE #173 – There was no discussion.

DERBY FIELD AIRPORT: DISCUSSION REGARDING CREATING A CONTRACT WITH NNIS TO INSTALL ANTENNA/CAMERAS ON TV DISTRICT TOWER ON TOULON PEAK IN ORDER TO PROVIDE BETTER INTERNET SERVICE FOR THE FUEL CARD READER AT THE AIRPORT – John Handka spoke regarding the internet service at the Airport. This solution will not help our service. Mr. Handka believes the problem has been resolved at Derby Field.

Mr. McDougal stated that they would entertain a request from NNIS to install an antenna on Toulon Peak if NNIS came before the Board.

BOARD APPOINTMENTS/RESIGNATIONS: LIBRARY BOARD – Mr. McDougal made a motion to accept Roberta Sandusky's resignation from the Library Board. Motion seconded by Mrs. Shank and passed.

Mr. McDougal asked if a vacancy on the Library Board has been advertised. Mrs. Shank stated that there was a vacancy prior to Mrs. Sandusky's resignation, and it has been advertised several times.

Mr. McDougal made a motion to appoint Barbara Tobin to the Library Board. Motion seconded by Mrs. Shank and passed.

Mr. McDougal made a motion to advertise for any other vacancies. Motion seconded by Mrs. Shank and passed.

RESOLUTION TO PROVIDE FOR AN AMENDED CAPITAL IMPROVEMENT AND PUBLIC SAFETY PROJECT PLAN PURSUANT TO ORDINANCE 252 AND 257: Mr. Rackley still has it on his calendar to speak to the Fire Departments about this. This will be moved to a future agenda.

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

Mr. Evans stated he will be attending the Electrical Inspector Course September 23-27, 2019 in Las Vegas and will take the exam on October 1st in Reno.

PROCEDURE TO ADVISE CUSTOMERS ON WHOM TO CALL REGARDING ELECTRICAL ISSUES – Mr. Rackley stated that this was discussed at the last meeting. During normal business hours customers would call the Planning office. Mr. Rackley feels that after hours they should call the Sheriff's office Dispatch, who will then call Mr. Evans or Mr. Rackley. Sheriff Allen disagreed. The call should be made from the customer directly to the electrical company, as NV Energy customers do. Mr. McDougal stated that the County should contract with an electrical service company whom the customers could call.

It was noted that Mrs. Donaldson left the meeting at 11:20 a.m. to attend another meeting. Rachel King, Deputy Clerk-Treasurer, joined the meeting at this time.

DISCUSSION AND APPROVAL TO PURCHASE SHED FOR STORAGE OF EQUIPMENT NOT TO EXCEED \$5,000.00 – Mrs. Shank made a motion to approve the purchase of a 10x12 utility shed from Out West Buildings to be used to store equipment, for an approximate cost of \$3,605.00. Motion seconded by Mr. McDougal and passed.

DISCUSSION REGARDING POTENTIAL NEW BILLBOARD PROJECTS AND POSSIBLE IMPLICATION ON THE DEVELOPMENT CODE – Mr. Rackley has had 2 complaints from local people about the number of billboards on the frontage road between Westergard and Toulon. Mr. Rackley asked Mr. Evans if all the billboards have been permitted. Mr. Evans stated that they have. Mr. McDougal suggested a temporary moratorium on new permits until the Building Code can be reviewed and/or amended. Mr. Shields informed the Commission that the advertising is allowed by the Highway Beautification Act. Mr. Shields suggested that they regulate size and or lighting. Mrs. Basso-Cerini stated that the billboards are taxable and are bringing in income to the County. Mr. McDougal suggested that they at least discuss lighting restrictions, and possibly a limit on new signs. There could be a direct economic impact on property owners who purchased land for that specific purpose.

KIMBERLY BURGESS, 2020 CENSUS.GOV: OVERVIEW OF THE 2020 CENSUS AND COMPLETE COUNTY COMMITTEES AND THE IMPORTANCE OF AN ACCURATE COUNT FOR THE COMMUNITY – Mrs. Burgess currently covers most of Nevada with the exception of Clark and Nye Counties. The Census is mandated by the Constitution and is done every 10 years. The count is used to determine how the seats are allocated in Congress and how Federal funds are dispersed to the states. Census Day is April 1, 2020. Self-response for the Census starts March 12, 2020. Most of the population will receive their packet in the mail, but if a person gets their mail at a P.O. Box, the packets will be delivered by hand to their house, which would be most of Lovelock. They are currently

conducting an address canvass to ensure they have correct address for residents and that will continue through October.

On April 1 of this year the Governor signed a bill to create a Complete Count Committee for the State of Nevada. There is still much discussion on how this count will be completed and by whom and how the smaller committees should be structured. Mrs. Shank suggested that the FCC (Frontier Community Coalition) could take on the role of the local committee, which will discuss and address areas where a complete count will be difficult to obtain.

There will be local jobs available, with the hourly rate of approximately \$15-\$16 an hour. Mileage will also be reimbursable.

PUBLIC HEARING: PROPOSALS FOR PROJECTS FOR THE 2020 NEVADA STATE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM – No proposals were received.

RESOLUTION SUPPORTING PERSHING COUNTY’S COMMENTS AND RECOMMENDATIONS REGARDING THE EXPANSION OF NAS FALLON INTO PERSHING COUNTY: Mr. Shields stated that he recommends waiting to see what the Resolution from NACO states, so we can be on the same page. There are still several concerns because they haven’t been directly responding to our comments.

REPORT FROM LEGAL COUNSEL: Mr. Shields stated that in regard to the meeting with the Fire Marshall’s office, the issue of liability came up. He asked for some clarification. Mrs. Shank stated that if we send out a firefighter without the proper training or equipment, the Fire Chief, County and City would be liable if that person was to get hurt. Mr. McDougal also mentioned disease and long-term illness. Mrs. Shank did take notes at the meeting and will let Mr. Shields look at them.

REPORT FROM ADMINISTRATIVE ASSISTANT: APPROVAL OF FINAL INVOICE FOR PATHWAYS CONSULTING, LLC – Mrs. Wesner stated that the mediation services came in \$425 over the estimated amount. It was noted that this needs to be approved as it is an old year budget item.

Mr. McDougal made a motion to approve the increased amount of \$425 for Pathways Consulting, LLC. Motion seconded by Mrs. Shank. Mr. Rackley opposed. Motion carried.

Mrs. Wesner also reported that POOL/PACT will be putting on a Leadership, Taking Control of Conflict class. Ten department heads have signed up to attend.

ITEMS FOR FUTURE AGENDAS: Items for future agendas include the billboard issue that was previously discussed, a workshop on business licenses, and a quarterly meeting about the Law Enforcement Center.

CORRESPONDENCE: A letter was received from the Central Nevada Water Authority clarifying that if someone wants to grow hemp on their land, they must have water rights.

MATTERS OF THE BOARD FOR DISCUSSION; BOARD MEMBER REPORTS; BOARD LIAISON REPORTS: Mr. McDougal did not have anything to report. Mrs. Shank stated that most of her meetings are upcoming. She did attend the Pershing County Healthcare Foundation dinner. She also attended the Imlay Town Hall.

Mr. Rackley spoke about the Recycling Center. They will now be collecting cardboard from Golden Gate. He's not sure what they are going to do about containers, but they will work that out. He also received a call from Florida Canyon, stating that they have a bunch of paper products they would like to recycle. He has not called them back yet.

Mr. Rackley also mentioned the amount that was approved to install the generator at Toulon Peak. He received notification from NV Energy that they were going to charge us an additional \$2,500 to add an anchor on the pole. Mr. Rackley was not happy and called NV Energy. He is going to have Bruce Hudson look at it and see if it is necessary.

PUBLIC COMMENT: Mrs. Hultgren stated that the Healthcare Foundation dinner was a great success. They had Basque dancers from Winnemucca. They also had their first recipient of the scholarship give a presentation and she discussed what she'll be providing to the County in regard to Mental Health. Mr. Abbott stated that the broadband conference they were going to attend has had a date change to 09/27/19. Senator Cortez-Masto will be here on August 28th for discussion and information.

APPROVAL OF VOUCHERS: Mr. McDougal made a motion to approve the vouchers, with the exception of a voucher for Vendor #73. Motion seconded by Mrs. Shank and passed.

As there was nothing further to come before the Board, the meeting adjourned at 12:14 p.m.

Approved 10/16/19: _____/s/
Larry Rackley, Chairman

Attest: _____/s/
Lacey Donaldson, Clerk