

SEPTEMBER 4, 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: Mr. McDougal made a motion to approve the minutes from July 3, 2019 as submitted, noting the submittal is over 45 days. Motion seconded by Mrs. Shank and passed.

PUBLIC INPUT: There was no public comment.

REVIEW OF ALL AGENDA ITEMS TO DETERMINE IF ANY DO OR DO NOT IMPOSE A DIRECT AND SIGNIFICANT ECONOMIC BURDEN ON A BUSINESS OR DIRECTLY RESTRICT THE FORMATION, OPERATION, OR EXPANSION OF A BUSINESS: Mrs. Shank made a motion that no agenda items impose an impact. Motion seconded by Mr. McDougal and passed.

UNCLASSIFIED DEPARTMENTS:

ROAD DEPARTMENT – Dan Hill was present.

Mr. Hill reported that they finished up the job at the Airport for now. There are still a few more things to do. Mr. Rackley shared pictures of the work that was done. The current estimate of work done is \$18,000. There was \$10,000 budgeted.

Mr. Hill also reported that they chip sealed Limerick Canyon Road on August 30th. They used a different type of oil, so hopefully it holds up. The oil was paid for by Coeur. Rogers Road was closed for a short time for railroad maintenance. They hauled a blown-up backhoe to Reno for Lovelock Meadows Water District. The crew moved over to the Community Pit, prepping for shoulder work in Upper Valley. They delivered the water truck to Burning Man and then picked it up when the event was over. They are screening gravel at Leach Hot Springs and did some patch work in the Industrial Park. Mr. Hill and Mr. Monroe attended the POOL/PACT “Taking Control of Conflict” class. The old Landfill loader was having some issues, so they took it to Cashman for repairs. The crew cleaned up the Grass Valley burn pit. They also fixed some erosion problems on Limerick. Mr. Casias is continuing to fog for mosquitos in Imlay.

Discussion regarding policy on renting or loaning out the county tent and requiring a deposit to cover any damages to the tent: Mr. McDougal stated that this was discussed previously. The PCEDA (Pershing County Economic Development Authority) Board was supposed to discuss creating a policy regarding the use of the tent and he is not sure if that ever happened. Mr. McDougal will have it put on their next agenda.

Mr. Hill has some concerns, as the tent has been leaving the County. Mr. Shields spoke about the previous discussion stating that there were some liability concerns and the County didn’t want to get into the rental business. Renting the tent in conjunction with the Community Center would be acceptable.

Mr. Hill stated that someone wants to take it out of the County this month as well. He will inform them that a policy is being discussed and that the tent is not available at this time.

LANDFILL – Mr. Hill was present, but did not have anything to report.

PUBLIC DEFENDER – Steve Cochran was present.

Mr. Cochran reported that things are going relatively smoothly. Burning Man has come and gone with nothing out of the ordinary reported to his office thus far. Mr. Rackley asked about a case that was marked as closed on Mr. Cochran's report. Mr. Cochran stated it is because that person has obtained private counsel.

SENIOR CENTER / VOLUNTEER COORDINATOR – Jordan McKinney was present.

Mrs. McKinney reported that Nevada Legal Services will be at the Center today. Mrs. McKinney also stated that they took three buses to Burning Man this year and it was a huge hit. The seniors will be taking a trip to Safe Haven Animal Sanctuary on September 19th. Breakfast at the Center will be on September 27th.

BUILDINGS AND GROUNDS – John Handka was present.

Mr. Handka reported that he poured the handicap parking at the Museum. He will also be doing some work in the back garden and adding some more gravel. They have been trimming brush at Big Meadow Cemetery and spraying weeds as well. They also addressed a safety concern with the kitchen entrance at the Senior Center. The building has settled and there was a ridge crack. The hazard has been addressed, but Mr. Handka is having a contractor come look at it for a permanent fix.

Mr. Handka did a walk-through of the Imlay house with Deputy Reed. Deputy Nicholson will be moving out there in October.

The crew is getting ready for the pool to be covered in a few weeks.

Mrs. Shank asked if we could get the Law Library and employee lounge on the work list for this winter. Mrs. Shank asked Mr. Shields if the books could be packed up. There is an issue on where to store the books.

Mr. Rackley stated that he received an email stating that youth soccer has started. Mr. Handka stated that he has an issue as the grass cannot be cut as short as is needed for sports use. Mr. McDougal stated that it needs to be addressed by the Recreation Board and Mr. Handka needs to make a recommendation on the type of grass to replace it with.

Mr. Rackley asked about the plan to hang the sign on the building at the Airport. Mr. Handka is concerned about placing it on the building due to the insulation. Mr. Rackley thinks it will be fine and has instructions from the sign builder.

LIBRARY – Kathie Brinkerhoff was present.

Ms. Brinkerhoff reported that they received several grants this year. The Summer Reading Program was held once a week through the summer. They also did arts and crafts projects on Fridays. The Library purchased five more AWE tablets with grant funding. The Frontier Community Coalition grant brought in several artists and performers.

Ms. Brinkerhoff also reported that the Friends of the Library are gearing up for their annual Christmas Fair the first Saturday in December. Story Hour started yesterday for children ages 3-5. Ms. Brinkerhoff commended her staff for their hard work while she was out.

COMMUNITY CENTER – Dixie McKay was present.

Mrs. McKay reported that the Community Center received \$4,390 in rental fees for August. The net proceeds were \$3,415.00. There were 485 visitors with 44 meetings and events. Susan Whole, therapist with the Fallon-Paiute-Shoshone Tribe, has cancelled her visits to Lovelock due to lack of clients. If she can build up her clientele, she will be back. Mrs. McKay stated that the new silverware has arrived, along with two ice chests. Mrs. McKay asked what to do with the old silverware. The Board instructed her to check with the Senior Center to see if they are having a yard sale soon. Mrs. McKay can also put the silverware on Facebook for sale.

Mrs. McKay informed the Board that she has put in a work order for Buildings and Grounds to bolt the center counter in the kitchen to the floor. It has not been done yet, but she knows they will get to it as soon as they can. Mrs. McKay also stated that she has left several messages for Sheldon Bach regarding the microphone problem and has not heard back.

Mr. Rackley mentioned that Mrs. McKay has been having an issue with the custodial services at the Center. The floors haven't been vacuumed, windows aren't washed, etc. Mr. Rackley will speak with Mr. Handka.

IT DEPARTMENT – Justin Abbott was present.

Mr. Abbott reported that there were 18 issues opened and 17 issues resolved. He is continuing the preparation and planning for the move to Office 365. Mr. Abbott will also start deploying the maintenance tools that were approved at the last meeting. He is also in the planning stages of the Windows 10 update.

ELECTED DEPARTMENTS:

LACEY DONALDSON, CLERK-TREASURER – Mrs. Donaldson stated that tax collection has slowed down. The last day to pay without penalty was August 29th. As of August 30th, the office has a vacancy. Mrs. Donaldson and Ms. King will be gone most of next week attending the annual County Fiscal Officers Association Conference in Elko. Mr. Evans has offered to help cover the office as needed; however, the office will be closed for the lunch hour.

RENE CHILDS, RECORDER-AUDITOR – Mrs. Childs stated that she doesn't have the monthly fund balance report as they have some issues to work out with the new financial system.

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

BRYCE SHIELDS, DISTRICT ATTORNEY – *Request for higher room rate for Todd Banks, Deputy District Attorney, to attend conference in Las Vegas September 10-13, 2019 at a rate of \$139/\$115:* Mrs. Shank made a motion to approve the request for a higher room rate for Todd Banks, Deputy District Attorney, to attend a conference in Las Vegas September 10-13 at a rate of \$139/\$115. Motion seconded by Mr. McDougal and passed.

Mr. Shields spoke about the books in the Law Library. He would like to see concrete plans for what the space will be used for and where the books are going.

JERRY ALLEN, SHERIFF – Sheriff Allen reported that there were 60 arrests made at this year's Burning Man event. The first coming four days before the official start of the event. Two contract deputies sustained minor injuries. One vehicle was taken out of commission during the event when a detainee kicked the window out. There was one fatality at the event, which is under investigation. Sheriff Allen also reported that another vehicle lost a window during an altercation in Rye Patch and one vehicle was taken out of service for equipment replacement. Sheriff Allen spoke about the cooperation he received from LCC (Lovelock Correctional Center) and NDOC (Nevada Department of Corrections) in allowing the use of a transport van and their staff. Sheriff Allen also reported that they had a SART (Sexual Assault Response Team) nurse on site in Gerlach, who was used once.

The Jail currently has 24 inmates. Maximum occupancy during the festival was 32. Staff is in the middle of clean-up on the playa and still actively taking reports.

Sheriff Allen thanked Justin Abbott for allowing him to bother him during his vacation. Mr. Abbott also came in to help with one critical issue during that time.

Mr. McDougal thanked Sheriff Allen and Sgt. Carmichael for allowing him to participate in one of their Tier I meetings during the event.

Mr. Rackley asked if the Jail Inspections that are performed quarterly are done by statute and if they can occasionally be replaced by a vehicle inspection. Mr. Shields stated that they are statutorily required to perform inspections as the Commission has dual-jurisdiction over the jail. That's not to say that they couldn't also do vehicle inspections. Mr. Rackley would like to see that happen.

Salary Resolution, P. Simms – Reserve Deputy: Sheriff Allen explained that Mr. Simms is a Category I officer, retired from NDOC, who previously worked as a deputy for the Sheriff's Office. Sheriff Allen would like to pay him \$24.07 per hour. Mrs. Childs doesn't have any issues with this.

Mr. McDougal made a motion to approve the Salary Resolution for Paul Simms as a temporary full-time employee at \$24.07 per hour effective September 4, 2019. Motion seconded by Mrs. Shank and passed.

UPDATE ON PROGRESS OF SITE LOCATION, DESIGN, FUNDING, AMENITITES, AND CONSTRUCTION OF FUTURE LAW ENFORCEMENT CENTER: Mr. Shields stated that he spoke with Joe at Western Title and the parties need to convey one another certain rights to the property to clear up any discrepancies regarding the boundaries. Once that is done, Western Title can issue the Title Insurance.

COURTHOUSE PLAYGROUND PROJECT: APPROVAL TO PROCEED WITH REQUEST FOR QUOTES; GOING OUT TO BID; DISCUSSION REGARDING FUNDS AVAILABLE FOR THE PROJECT; AND OTHER MATTERS RELATED TO THE PROJECT IN ORDER TO COMPLETE THE PROJECT – Mrs. Shank stated that Mrs. Wesner has been working diligently in getting some quotes for new equipment and fill. Mrs. Shank stated that we cannot comply with the requirements of the Kaboom grant. Mrs. Shank stated that she would also approach the local mines for donations. Mrs. Childs stated that there is \$8,200 in previous donations available. Mr. McDougal stated that there are probably other grant options available as well.

Mr. McDougal made a motion to proceed with getting quotes for the Courthouse Playground Project. Motion seconded by Mrs. Shank and passed.

APPROVAL OF SERVICE AGREEMENT WITH STERICYCLE / SHRED IT FOR COURTHOUSE AND ADMINISTRATION BUILDING, MINIMUM CHARGE OF \$90.00 PER SERVICE: Mrs. Childs stated that Puliz will be picking up their bins in October and will no longer be servicing the Lovelock area. Lynn Christofferson from the District Attorney's office stated that the Hospital will also be using Stericycle. The cost is \$90 per month for 4 bins. Mr. McDougal made a motion to approve the agreement with Stericycle/Shred It for the Courthouse and Administrative Building with a minimum charge of \$90.00 per month. Motion seconded by Mrs. Shank and passed.

LAUREEN BASSO-CERINI, ASSESSOR: Ms. Basso-Cerini reported that she will be attending the Assessors' Fall Conference next week in White Pine County. They have started appraising the farms and ranches and spent about 9 hours in Grass Valley yesterday. They will go back out there one more time and then move to Dixie, Jersey, and Buffalo valleys.

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

DERBY FIELD AIRPORT: There was no further discussion about Derby Field.

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

Mr. Evans gave the Board a list of certificates he and Mrs. Garretson hold and things they want to obtain in the future.

There is a Planning Commission meeting tonight to review a Special Use Permit to allow two homes on one property. Mr. Evans also stated that he has been in contact with Cynthia Albright of Stantec regarding adding the Water Resource Plan to our Master Plan.

ALAINE NYE, AMERICORPS: PRESENTATION OF AMERICORPS RECOGNITION, REPORTING OF NUMBERS SERBED AT THE SUMMER FOOD SERVICE PROGRAM, VOLUNTEER HOURS, PRESENTATION OF APPRECIATION OF COMMUNITY CENTER AND BUILDINGS AND GROUNDS SUPERVISOR – There was no one present on behalf of AmeriCorps.

CODE ENFORCEMENT: Fran Machado was present.

Mrs. Machado showed the board the progress made on a property in Grass Valley. She currently has 211 open cases, with 13 resolved cases, and 16 new cases. Mrs. Machado sent weed notices in July to the areas she has received complaints about. They were, surprisingly, received well. Imlay has been working really hard to get their community cleaned up.

Mr. McDougal stated that he appreciates Mrs. Machado's demeanor while trying to work with people.

REPORT FROM ADMINISTRATIVE ASSISTANT: Mrs. Wesner spoke with Mr. Archer about an appraisal of the property we are trying to obtain for the Law Enforcement Center.

ITEMS FOR FUTURE AGENDAS: Mrs. Shank mentioned a workshop between the County, City of Lovelock and the Fire Department. Mr. McDougal asked Mrs. Wesner to check with the City on a date in October.

CORRESPONDENCE: There was no additional correspondence discussed.

MATTERS OF THE BOARD FOR DISCUSSION, BOARD MEMBER REPORTS, BOARD LIAISON REPORTS: Mr. McDougal reported that he and Mrs. Lusby-Angvick will be attending the Western Nevada Development District meeting at the Tahoe Reno Industrial Complex on Monday. On the afternoon of the 11th the PCEDA Board will review request for proposals for the consultant for the Brownfield Grant. There is a Humboldt River Water Basin Authority meeting next week.

Mrs. Shank attended the Cemetery Board meeting. Interviews for the vacant clerk position need to be scheduled. She attended the Hospital Board and Debt Management meetings. Mrs. Shank and Mr. McDougal also met with Senator Cortez-Masto. Senator Cortez-Masto is working hard on the Pershing County Lands Bill.

Mr. Rackley went to Grass Valley Advisory Board meeting. He looked at the cattle fencing. He was given a name of an individual who may be interested in fixing the fence. The TV Board meeting is September 17th. Regarding the Recycling Center, Mr. Rackley received two phone calls – one asking if we do paper shredding and the other notifying us that the recycling center in Winnemucca closed. The individual wanted to bring their recyclables to our center. A bin has been placed at Golden Gate to collect cardboard. Mr. Rackley also noted that the Volunteer Advisory Board met yesterday.

PUBLIC INPUT: There was no public input.

VOUCHERS: Mr. McDougal made a motion to approve the vouchers except for vouchers for Commissioner Shank and Commissioner Rackley. Motion seconded by Mrs. Shank and passed.

Mr. McDougal made a motion to approve the voucher for Commissioner Shank. Motion seconded by Mr. Rackley. Mrs. Shank abstained. Motion carried.

Mr. McDougal made a motion to approve the voucher for Commissioner Rackley. Motion seconded by Mrs. Shank. Mr. Rackley abstained. Motion carried.

As there was nothing further to come before the Board, the meeting adjourned at 10:41 a.m.

Approved 9/18/19: _____/s/
Larry Rackley, Chairman

Attest: _____/s/
Lacey Donaldson, Clerk