

NOVEMBER 6, 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 the September 18, 2019 meeting as submitted, noting that they are just over 45 days. Motion seconded by Mrs. Shank and passed.

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. 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:

ROAD DEPARTMENT – Dan Hill was present.

Mr. Hill reported that the crew finished patching Coal Canyon in preparation for winter. He is seeing some impact from Nevada Cement hauling on that road and they will pay for the materials for the repairs. The crew also started a graveling project by Mud Springs. A local rancher called Mr. Hill and complained that the road is now too smooth, and people are speeding. Mr. Hill instructed him to contact the Sheriff's office.

Mr. Hill spent some time at the Landfill helping get ready for the NDEP (Nevada Division of Environmental Protection) inspection. Mr. Nielsen has been commended for removing recyclable metals from the Landfill and our procedures will be recommended at other rural landfills. Mr. Hill also picked up oil that had been dumped at the Grass Valley Transfer Station.

Mr. Hill also reported that the crew did some work on Meadow Road. The road has a gravel stretch, a chip sealed stretch, and a partially paved stretch that is falling apart. They put some granite on top and smoothed it out, but it will have to be grinded up in the future. They also started back up on the clean-up at the Airport, but had to stop so they could do some last minute patching up at Coeur.

Mrs. Shank had given Mr. Hill a list of suggestions in Imlay. He looked at some of the signs and they will replace the ones that are in bad shape. There are "children at play" signs that the State installed by the school. Mr. Hill stated that they don't normally do any work on alleys, but they could, and he will investigate it further. Regarding the left over sewer materials (man hole covers, etc.), Mr. Hill thought this was being rectified. Mr. Monroe had called Sunrise, but they didn't return his call. Mr. Hill will follow-up. Mrs. Shank stated that the Sewer Coop should be taking care of this. Mr. Hill also stated that they dug up County roads without notifying us.

Mr. McDougal spoke about some issues brought up at the Grass Valley Advisory Board meeting, including a cattle guard on Muddy Road and weeds on the side of roads. Mr. McDougal also stated that they have concerns about uncovered trash going to the Transfer Site. There have been concerns raised in Lovelock too and Mr. McDougal thought that any signs we decide to put up here we could put up in Grass Valley as well. He also mentioned reviewing the littering fines.

LANDFILL & RECYCLING – Dan Hill was present.

Mr. Hill stated that when NDEP was here, the supervisor from the Eureka County Landfill was here and was very impressed with our operation. The backstop in Grass Valley is being fixed. Mr. Hill is hoping to get reimbursed by our insurance, but it had to be repaired either way.

Mr. Rackley stated that we were not successful in obtaining the recycling grant.

SENIOR CENTER / VOLUNTEER COORDINATOR – Jordan McKinney was present.

Mrs. McKinney stated that the wrap for the new Senior Center van turned out great. There were eight cancer survivors that attended the luncheon last month. November is Alzheimer's Awareness Month. Mrs. McKinney included information in the newsletter and is making information available at the Center as well. There will be an AARP Driver Safety Class on November 14th. Thanksgiving Dinner will be held on November 26th and breakfast will be held on November 27th. The Christmas tree and wreath raffle will be on December 13th.

Mrs. Shank asked if the sound panels have been installed. Mr. Handka stated that they have not gotten to them yet. Mrs. McKinney stated that she has asked a construction company for a quote to get them installed.

Approval to hire a relief cook/relief driver: It was noted that this is a budgeted position.

Mrs. Shank made a motion to approve hiring a relief cook/driver for the Senior Center. Motion seconded by Mr. McDougal and passed.

BUILDINGS AND GROUNDS – John Handka was present.

Mr. Handka reported that the crew has been winterizing buildings and doing maintenance on heating systems, changing filters, etc. Mr. Handka stated that they recently found that the pipes under the Senior Center are not insulated, so he will be working on that.

Discussion / Approval of trimming trees at the Deputy's house and Imlay Road Department: Mr. Handka stated that he had the arborist go out and look at the property. There are a total of 21 trees and 11 of those are around the rental house. The cost to prune them all would be \$15,000.00. If we were to just trim the trees around the house it would cost \$7,500.00. It was noted that this is included in the tree trimming budget in the Building Fund.

Mrs. Shank made a motion to approve trimming trees on the County property in Imlay for a total cost of \$15,000.00. Motion seconded by Mr. McDougal and passed.

Discussion / Approval of plans for the law library / conference rooms / employee break room:

Mr. Handka gave the Board an updated plan for the remodel of the space. Mr. McDougal helped with the layout. Both Judges like the layout. Mr. Handka stated that he already has one quote and is waiting for another to come in, but will probably need to try to get a few more. The original quote was approximately \$50,000.

Mrs. Shank made a motion to approve the plans for the remodeling of the law library, conference room and employee break room as presented. Motion seconded by Mr. McDougal and passed.

Mr. Shields stated that Judge Stephens had some concerns about the allocation of funding for this project. Mrs. Shank stated that the allocation of funding will depend on the cost to complete the project.

Mr. Handka also reported that NDF (Nevada Division of Forestry) is supposed to be here today to clean up leaves. Mr. Rackley stated that there are a lot of leaves at the Recycle Center too if they have time. Mr. Handka also attended the Cemetery Board meeting. They discussed mapping out the plots and relocating some if necessary.

FIRE DEPTS: Mr. Rackley has been working on getting prices for command vehicles for Rye Patch and Imlay.

COMMUNITY CENTER – Dixie McKay was present.

Mrs. McKay reported that the net income for the Center in October was \$685. Coeur Rochester and US Silica have not sent payment for their rentals. Several successful events were held in October. The new salad bar was received. Mrs. McKay also ordered ice chests for clients to use. A relief custodian has been cleaning the Center and Mrs. McKay stated there have been some problems. Mrs.

McKay hopes these issues are being resolved. Mrs. McKay also stated that she is waiting for Charlie Sparke to come change the locks on all the doors. She still has not heard from Sheldon Back about the microphones. There haven't been any issues with the microphones the last couple times they've been used, so Mrs. McKay will hold off on calling him again until there is a problem.

Mr. McDougal stated that the issues with the custodial services were discussed at the PCEDA meeting. They are suggesting shifting the oversight of the custodial staff at the Community Center to the Community Center Director instead of B&G.

COOPERATIVE EXTENSION – Josh McKinney was present.

Mr. McKinney reported that Mr. Foster is on vacation. Mr. McKinney stated that they will be starting "Fun Fridays" in January. These activities will be less education based and more of a social gathering. Mr. McKinney has been working with the Lovers Aloft group to start an aviation group. He is also working on starting a Community Club in Imlay. The next Leaders Council meeting will be on November 25th.

IT DEPARTMENT – Justin Abbott was present.

Mr. Abbott reported that he had 31 tickets opened in October and 32 resolved. There were a lot of undocumented issues as well. Configuration and testing of Office 365 is complete. Mr. Abbott stated that he should be ready to begin implementation after the Department Head meeting. The Kaseya onboarding is ongoing. Mr. Abbott also reported that he is supporting the scanning project in the Recorder's office with US Imaging as needed. Mr. Abbott will also be reaching out to department heads regarding computer upgrade needs.

ECONOMIC DEVELOPMENT – Heidi Lusby-Angvick was present.

Mrs. Lusby-Angvick stated that WNDD (Western Nevada Development District) will be hosting an Economic Resiliency Training on November 13th. Mrs. Lusby-Angvick, Mr. McDougal and Ted Bendure will be attending. Mrs. Lusby-Angvick has been participating in the NDOT (Nevada Department of Transportation) inter-county transit study of I-80. The study group consists of Lyon, Washoe, Storey, Douglas, and Carson City. Pershing and Churchill were added to the discussion as an afterthought.

Mrs. Lusby-Angvick stated that PCEDA met with the Brownfield consultants last Tuesday and did a "windshield" tour. They identified about 28 different sites they'd like to look at for Phase 1. Mrs. Lusby-Angvick also met with Mr. Shields and Mr. Rackley about a few properties as well. Mrs. Lusby-Angvick also attended a workforce development meeting in Humboldt County. In preparation for the meeting, Mrs. Lusby-Angvick sent a survey to local employers regarding employment statistics over the next five years. Over the next five years there are 303 new mining jobs expected in Pershing County and 875 in Humboldt County. There is also the potential of 300 additional, non-mining jobs near the Pershing / Humboldt county line and 1,185 construction jobs. Mrs. Lusby-Angvick stated that we do not have enough housing to accommodate this growth. The biggest influx is expected in 2021. Mr. McDougal stated that if we could find ways to encourage investments in housing it would also help our school district numbers.

Mrs. Lusby-Angvick also spoke about Highway 95 Rural Development Authority. Fallon and Churchill County have not followed through with the restructuring since the Director left. Mrs. Lusby-Angvick has spoken with Bob Potts, Rural Director of the Governor's Office of Economic Development. He is aware this relationship isn't salvageable, and we will be changing direction. North Eastern Nevada Regional Development Authority has agreed to let us join with them. Mr. Potts also agreed to carve out a portion of the money that would go to Highway 95 for us.

PUBLIC DEFENDER – Steve Cochran was present.

The Board was given the office's monthly report. Mr. Cochran reported that Mayra will be taking maternity leave this spring. Mr. Cochran won't be able to attend the Department Head meeting on the 14th as he has a trial in Humboldt County. Mr. Cochran also stated that the Governor announced appointments to the Board of Indigent Services yesterday. There was only one rural attorney appointed.

ELECTED DEPARTMENTS:

LACEY DONALDSON, CLERK-TREASURER – Mrs. Donaldson stated that a representative from Devnet was here all last week. The intent was to go-live on Monday, October 28th; however, there were still updates being made to the system and things didn't go as smoothly as Mrs. Donaldson had anticipated. As of this week, the staff is posting payments in both Devnet and ADS.

RENE CHILDS, RECORDER-AUDITOR – Mrs. Childs gave the Board the month end financial reports. US Imaging set up yesterday to start scanning the office's historical records. They will be working 24 hours a day, so Mrs. Childs let the Sheriff's office and the City Police Department know people would be in the building after hours. Mrs. Childs stated that they have been live on Tyler / Eagle Recording for a year and a half and that whole process went very smoothly. The Tyler Financial conversion has been the complete opposite.

BID AWARD FOR PERSHING COUNTY COURTHOUSE PARK PLAYGROUND EQUIPMENT PROJECT: Two bids were received and opened by Mr. Shields, Mrs. Wesner and Mrs. Donaldson yesterday. The bids received are as followed:

Sierra Winds – Original bid \$86,254

Mr. Shields called them as they had not included removing and disposing of our old equipment. They revised their bid to \$87,054

Big T Recreation - \$99,970.00

The Kaboom Grant would cover \$15,000. We have raised approximately \$8,200. It was noted that Big T Recreation is a vendor that Kaboom recommended. Mr. Shields spoke about the Big T bid being close to the threshold and if there were any change orders, we could be looking at prevailing wages.

Mrs. Shank made a motion to award the bid for the Pershing County Courthouse Park Playground Equipment Project to Sierra Winds in the amount of \$87,054. Motion seconded by Mr. McDougal and passed.

ELECTED DEPARTMENTS, CONT.D:

SHERIFF'S DEPARTMENT – Mr. Rackley reported that Sheriff Allen is in Las Vegas at the Sheriff's and Chief's Conference. Sheriff Allen was offered a Humvee by the Carson City Sheriff's Department to use for Search and Rescue at no charge. An item will be put on the next agenda for discussion and possible approval.

LAUREEN BASSO-CERINI, ASSESSOR – Ms. Basso-Cerini found a place to make decals for the Jeep. Mrs. Shank also suggested seeing if the Road Department had any "official use only" stickers available.

Resolution directing the County Assessor to take certain actions regarding the Secured Tax Roll per NRS 361.300(3): Mr. McDougal made a motion to adopt Resolution #19-1111, directing the County Assessor to take certain actions regarding the Secured Tax Roll. Motion seconded by Mrs. Shank and passed unanimously.

Ms. Basso-Cerini also stated that she asked that Imlay and Grass Valley put her on their agendas so she can give an update on the conversion and answer any questions related to her office. She will also be asking to speak at the Senior Center.

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

Mr. Evans gave the Board his monthly fees collected and permits issued report. Mr. Evans reported that he, Mrs. Garretson and Mrs. Shank had a demo from Caselle Government Accounting Software. Mrs. Shank would like to move forward with obtaining this software for the Planning and

Building Department to use for billing and county licenses. Mr. Evans stated that there is a one-time cost of \$8,588.00 and then it is \$661 per month. An item will be put on the next agenda for approval.

Mr. Evans stated that the water tank in Imlay was inspected and cleaned. They patched 50 spots on the bottom of the tank. There was also some cracking in the coating at the top of the tank. It isn't an immediate threat, but they need to start thinking about replacing the tank.

PROCLAMATIONS AND AWARDS: YEARS OF SERVICE CERTIFICATE/PIN – The Board presented Sandra Arias a certificate and pin for five years of service. The Board presented Chris Casias a certificate and pin for fifteen years of service. Mr. Hill received the award on behalf of Mr. Casias as he was not present.

DERBY FIELD AIRPORT: REVIEW OF STATEMENTS OF QUALIFICATIONS AND EXPERIENCE FOR AIRPORT PLANNING AND ENGINEERING SERVICES FOR THE DERBY FIELD AIRPORT AND SELECTION OF FIRM – RFQs were due to the Clerk-Treasurer's office by October 30th. Armstrong Consultants was the only company that submitted anything. Mike Dikun of Armstrong Consultants was present. Armstrong Consultants is our current Airport Consultant and Mr. Rackley stated that they have done a good job for the County.

Mr. McDougal made a motion to accept the Statement of Qualifications from Armstrong Consultants and selected them as our firm pending project negotiations. Motion seconded by Mrs. Shank and passed.

Mr. Dikun thanked the Board for their continued support and faith in Armstrong Consultants. They look forward to working with Pershing County over the next five years.

Mr. Rackley spoke with someone at Trans Aero and they hope to get their fuel tank moved this week.

UPDATE ON PROGRESS OF SITE LOCATION, DESIGN, FUNDING, AMENITIES AND CONSTRUCTION OF FUTURE LAW ENFORCEMENT CENTER: APPROVAL TO PROCEED WITH PURCHASE OF PROPERTY APN #001-133-17 AND #001-133-18 – Mr. Shields stated that we are not ready to move forward with the purchase at this time.

APPROVAL TO PROCEED WITH PHASE I OF THE ENVIRONMENTAL ASSESSMENT UNDER THE BROWNFIELD GRANT – Mr. McDougal made a motion to proceed with Phase I of the Environmental Assessment under the Brownfield grant. Motion seconded by Mrs. Shank and passed.

GRASS VALLEY: REVIEW OF ESTIMATE FROM QUINTIN BOYLES TO REPAIR THE GRASS VALLEY CATTLE FREE FENCE IN THE AMOUNT OF \$20,510.00 – Mr. Rackley spoke with Mr. Boyles and he feels the cost could go down. Mrs. Childs stated that there was \$15,000 allocated last year as this project was supposed to get done by June 30, 2019. There is nothing allocated this year. Mrs. Childs stated that projects on the Capital Improvement List could be reprioritized. Mr. Abbott stated that we are not ready to replace the phone system, so that project could be pushed back.

Mrs. Shank made a motion to approve the estimate from Quintin Boyles to repair the Grass Valley Cattle Free Fence in the amount of \$20,510.00. Motion seconded by Mr. McDougal and passed.

NORTHERN NEVADA EMS CONSORTIUM RESPECTFULLY REQUESTS THAT THE PERSHING COUNTY COMMISSIONERS APPROVE A CONTRIBUTION TOWARD A DONATION TO THE NORTHERN NEVADA EMS CONSORTIUM ALONG WITH PERSHING GENERAL HOSPITAL BOARD OF TRUSTEES. DONATION WILL HELP NNEMSC CONTINUE TO ALLOW PERSHING COUNTY RESIDENTS TO NOT HAVE A PAYMENT DUE TO MED X AIRONE FOR EMERGENCY HELICOPTER SERVICES, ASSIST NORTHERN NEVADA EMS ENTITIES WITH SMALL GRANTS AND MAINTAIN

THE PROGRAM. NNEMSC IS ASKING THE COUNTY AND CITY TO HELP CONTRIBUTE TOWARD THE \$5,000.00 DONATION REQUEST: Christina Dickerman, Chief Nurse at Pershing General Hospital, was present.

The Northern Nevada EMS Consortium is asking for support to raise funds to provide air medical membership for every permanent resident in six Northern Nevada counties. Mrs. Dickerman stated that the Hospital donated \$5,000 last year to provide coverage for Pershing County residents. They are asking the City and County to help contribute this year. It was noted that the City approved \$1,500 at their meeting last night.

Mrs. Shank made a motion to approve \$2,000 for the Northern Nevada EMS Consortium to help provide Pershing County residents air medical membership, with the funds coming from the Ambulance Fund. Motion seconded by Mr. McDougal and passed.

APPROVAL OF EXCLUSION REQUEST FORM REGARDING THE NATIONAL PRESCRIPTION OPIATE LITIGATION: Mr. Shields spoke about the litigation. The estimated settlement for Pershing County is approximately \$18 per citizen. If we choose to stay in the Negotiation Class, any other opioid lawsuit we could be a party to would become void. Mr. Shields stated that we could pursue litigation on our own. He is recommending that we opt out and then decide what our next step should be.

Mr. McDougal made a motion to opt out of the National Prescription Opiate Litigation. Motion seconded by Mrs. Shank and passed.

FIRST READING OF AN ORDINANCE IMPOSING AN INCREASE IN THE DIESEL FUEL TAX, EXCLUDING AGRICULTURAL EQUIPMENT, UP TO FIVE (5) CENTS IN PERSHING COUNTY: Mr. Shields spoke with someone with the Department of Taxation and they referred him to the Department of Motor Vehicles. If passed, per Nevada Law, this would not become effective until January 1st, 2020. Also, DMV will want approximately 60 days to prepare for the increase. Mr. Shields stated that White Pine County enacted a similar Ordinance in July. Mr. McDougal believes that Humboldt County is moving forward with enacting a diesel fuel tax as well. Mr. Shields also informed the Board that there are two ways to move forward with enacting the tax; the Commission can adopt an Ordinance, or it can be put to a vote of the people.

Mr. McDougal stated that he felt this Board has the fortitude to proceed with enacting the increase. He feels educating the public that 100% of the tax would stay in Pershing County, 80% to the Road Fund and 20% for NDOT to improve truck parking, is critical. Mrs. Shank stated that she pays gas tax and feels it is only fair that diesel vehicle owners contribute as well.

Commissioner McDougal introduced Bill No. 337 and read it by title as follows:

A PROPOSED ORDINANCE ADDING CHAPTER 3.68, ENTITLED DIESEL FUEL TAX, TO TITLE 3 OF THE PERSHING COUNTY CODE BY IMPOSING A FIVE CENT (\$0.05) TAX ON DIESEL FUEL SOLD WITHIN PERSHING COUNTY; EXEMPTING CERTAIN DIESEL FUEL FROM TAXATION; PROVIDING FOR THE ADMINISTRATION, DEPOSITS AND DISBURSEMENTS OF TAX REVENUE; REQUIRING ANNUAL REPORTING TO THE DEPARTMENT OF TAXATION; ADOPTING SUBSEQUENT AMENDMENTS TO CERTAIN NEVADA REVISED STATUTES; LIMITING REPEAL; ADDING A SEVERABILITY CLAUSE; AND OTHER MATTERS PROPERLY RELATING THERETO.

It was decided to hold a special meeting on Thursday, December 5, 2019 at 6:00 p.m. for the Public Hearing. Mrs. Donaldson stated that she would ask the paper to run the notice as a display ad instead of a legal notice, so that it is more visible to the public. Mr. Abbott will also post the notice on the website.

FIRST READING OF AN ORDINANCE CREATING THE BUSINESS LICENSE DEPARTMENT WITHIN THE PLANNING AND BUILDING DEPARTMENT: Mr. Shields stated that he didn't prepare an Ordinance as he was told the Sheriff had some reservations. Mr. Rackley stated that the Sheriff is fine with the transfer if all licenses go. He doesn't want his department left with part of it. This item will be moved to the next meeting.

REPORT FROM LEGAL COUNSEL: Mr. Shields spoke about Grass Valley and increasing the fines for littering. His understanding is that the fine is already at the max. Mr. McDougal just wanted clarification so that we can put up signs, etc.

REPORT FROM ADMINISTRATIVE ASSISTANT / HR: Mrs. Wesner stated that she received a memo from POOL/PACT regarding "whistle blowers". She is working on getting the information out to Department Heads and employees. There is a Department Head meeting on November 14th at 10:00 a.m.

ITEMS FOR FUTURE AGENDAS: Mrs. Shank thought that a meeting regarding Broadband between the City, the County and PCEDA was supposed to be set up for November 12th, but that didn't happen. Mrs. Wesner will see when everyone is available. Mr. McDougal would like an agenda item to discuss replacing the sign for the Grass Valley Community Center and adding additional lighting.

CORRESPONDENCE: There was no additional correspondence.

MATTERS OF THE BOARD FOR DISCUSSION, BOARD MEMBER REPORTS, BOARD LIAISON REPORTS: Mr. McDougal reported that tomorrow's Recreation Board meeting has been cancelled due to lack of agenda items.

Mrs. Shank spoke about the Unionville Cemetery. The Notice of Realty Action is supposed to be published today in the Federal Register. Mrs. Shank also reported that last Friday was the deadline to submit a letter of intent to apply for a Historical Preservation Grant. The Museum Board has been discussing some upgrades they would like to see, so Mrs. Shank went ahead and submitted a letter. She also included the Courthouse exterior resurfacing as a second priority. The Cemetery Board is looking into different software programs to manage the cemeteries. The Library Board declared a vacancy on the board.

Mr. Rackley stated that he would be making another trip up to Toulon to meet with the maintenance company for the generator. Mr. Rackley also stated that funding was approved for a shed for the Rye Patch sub-station. Willy Boyd has a similar shed for \$2,500, but we'd have to move it out there. Mrs. Childs felt it would cost more to reimburse the Road Department for their time and equipment.

PUBLIC INPUT: Mr. Shields spoke about the diesel fuel tax again. Mr. Shields wanted the record to reflect that the proposed increase was agendized in October and there was no public input at that meeting and there was no public input at today's meeting. He feels the Board has gone above and beyond trying to inform and receive input from the public.

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

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

There was some discussion regarding January's meetings. The Board agreed to moving the January meetings from January 1st (holiday) and January 15th to January 8th and January 22nd. An item will be put on the next agenda for formal approval, then Mrs. Wesner will advertise the date changes.

As there was nothing further to come before the Board, the meeting adjourned at 11:46 a.m.

Approved 12/18/19: _____ /s/
Larry Rackley, Chairman

Attest: _____ /s/
Lacey Donaldson, Clerk