

SEPTEMBER 2, 2020

The meeting was called to order at 8:30 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. McDougal made a motion to approve the minutes from the June 29, 2020 special meeting and the August 5, 2020 regular meeting as submitted. Motion seconded by Mr. Rackley 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: 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 & LANDFILL – Dan Hill was present.

Mr. Hill stated that they finished the chip seal yesterday. Mark Pilon is the newest employee with the department and is doing well. Both Landfill employees helped with the chip seal project. Mr. Hill has been spraying weeds in upper and lower valleys. He attempted to clean-up the goat-heads in Imlay, but it didn't go well, so they have been sprayed. They are screening gravel in Grass Valley and will do some work on Herschell. They have also been replacing various culverts. Mr. Hill spoke with Coeur, as they are getting ready to do a big project. There are two places they have encroachments onto our road planned. Mr. Hill doesn't agree with the area where one of them is, so they have agreed to move it down the road a-ways. Mr. Hill also reported that one of the dump trucks is having issues with the motor. They are looking at having it rebuilt, with an estimated cost of \$16,000-18,000.

Discussion regarding possibly raising shop rates from \$32.00 to \$40.00 per hour: Mr. Hill stated that they haven't raised rates for several years. Mrs. Shank stated that her only concern was that we didn't anticipate the increase when budgets were done. Mr. McDougal would like Mrs. Childs to figure out what it actually costs with salaries, etc. Mr. Hill stated that the idea isn't to recoup all the cost, as that will never happen. The going retail rate in town is \$100 per hour. Mr. McDougal doesn't want to approve a rate that isn't covering our costs. Mr. Hill will work with Mrs. Childs and this will be put back on the agenda.

LANDFILL AND RECYCLING – Dan Hill was present.

Mr. Hill reported that they moved down into the pit and are burying garbage. They also started the trench on top for household garbage. Mr. Hill stated that they still haven't heard about the debris that was hauled up there from the Main Street fire.

Mr. McDougal stated that he attended the Grass Valley Advisory Board meeting and the residents were happy with the roads and the transfer station.

SENIOR CENTER – Debra Campbell was present.

Ms. Campbell reported that she received the award for the Congregate and Homebound grants. They are only awarding for a nine month period instead of 12. The additional funding can be requested at a later date. It was noted that due to COVID-19, there was funding that was returned at the end of the grant cycle due to senior centers being closed. The Homebound numbers have increased.

There was an Advisory Board meeting on Monday, and they spoke about re-opening the dining room. She spoke with the Director of the Carlin Senior Center, as she is the only center currently open. The 6' distancing must be followed, so they could serve approximately 18 at a time. They did send out 86 surveys to congregate clients asking how they feel about following the state guidelines. Mrs. Shank asked if they would have two meal times to accommodate more clients. Ms. Campbell stated that they would only do one.

Mr. Rackley and Mr. McDougal felt like we should just open back up as normal. Ms. Campbell stated that we are still subject to inspection and could be fined or closed.

BUILDINGS AND GROUNDS – John Handka was present.

Mr. Handka reported that the crew has been working on weeds and pruning trees. There has been an influx of critters chewing on the drip lines. They have been working with the Senior Center in preparation for them re-opening.

Mr. McDougal asked about the air conditioner for the Community Center. Mr. Handka stated that it is on order.

Mr. Handka is also looking into replacing the front doors at the Admin Building as the original doors are now over 20 years old.

Request for approval to replace Courthouse Park Restroom Doors: Three quotes were received as follows:

Gary Romero, Inc.	\$4,586.00
KH Construction	\$5,774.00
Thompson Doors	\$7,365.19

Mr. McDougal made a motion to approve the bid from Gary Romero, Inc in the amount of \$4,586.00 to replace the doors of the Courthouse Park Restrooms. Motion seconded by Mr. Rackley and passed.

PERSHING COUNTY FIRE / AMBULANCE – There was no reports from any of the departments.

Approval of Contract/Job Duties for the Fire Inspector; Approval of salary/compensation; Approval to advertise/hire position: Mr. McDougal had some concerns regarding the verbiage relating to the State Fire Marshall and wanted the job duties to reflect that our Fire Inspector would only be required to do inspections on those businesses not covered by the State Fire Marshall, but required by NRS.

Mr. McDougal made a motion to approve the Contract and Job Duties for the Fire Inspector as amended. Motion seconded by Mr. Rackley and passed.

Regarding the salary/compensation, Mr. Rackley suggested a fee per inspection. Mr. Shields stated that the initial inspection isn't the only job duty, so would they receive payment for follow-up? He was also concerned that if it was per inspection, it may incentivize someone to perform inspections that are unnecessary. Mrs. Shank suggested \$200 per month. Mr. McDougal also mentioned that we did not budget for this position and asked if this would be passed on to the businesses. Mrs. Shank stated that in previous discussions, the Board didn't want to burden the businesses with an additional expense.

Mr. Shields spoke about increasing the Business License fee, which would take approval from the Department of Taxation. He suggested moving forward with the approval, but delaying the hiring until the Business License fees can be increased.

COMMUNITY CENTER – A written report was submitted by Mrs. McKay. Mrs. McKay was also on the Zoom meeting and asked when the kitchen can be opened. The Board did not have a problem with it opening now.

Mr. McDougal stated that he still needs to discuss the changes to the PCEDA/Community Center Board with Mr. Shields. Mr. Shields stated that he is available whenever Mr. McDougal wants to meet.

IT DEPARTMENT – Justin Abbott was present.

Mr. Abbott reported that he has been doing several Office 365 trainings, with two departments left. Once that transition is complete, he will start working on Windows 10 upgrades.

ECONOMIC DEVELOPMENT – Heidi Lusby-Angvick was present.

Mrs. Lusby-Angvick spoke about the Build Nevada Core program. Lovelock was the only one that actually got the classes up and running. They started August 15th and there are still a few weeks left. Mrs. Lusby-Angvick has already had interest expressed for the next course.

Mrs. Lusby-Angvick was part of the interview panel for two positions Western Nevada Development District obtained CARES funding for. The positions will be funded for 24 months and will help with economic recovery and resiliency.

Mrs. Lusby-Angvick, along with Mayor Giles, met with Senator Rosen on August 24th via Zoom. They discussed the Brownfield Grant and the virtual tour. They also spoke about the Census. Pershing County is currently at 44.9% self-reporting. Mrs. Lusby-Angvick informed Senator Rosen about the Census information not being mailed to Post Office boxes, which is a large portion of the County. Mrs. Shank wondered if the County should send out a mailing, urging residents to complete their surveys. This will be put on the next agenda for further discussion and possible approval.

Mrs. Lusby-Angvick also attended the Grass Valley meeting on July 31st with Jan Morrison of Northeastern Nevada Regional Development Authority. They spoke about the Build Nevada Core Construction classes as well as some new housing development in Humboldt County. They also gave an update on some business opportunities that are looking at the region.

Mrs. Lusby-Angvick attended the Northeastern Nevada Regional Development Authority meeting through Zoom. They will be adopting a Resolution regarding the Mining Tax Proposal.

Mrs. Lusby-Angvick reported that they completed the virtual tour with just over 80 participants. They will be having a quarterly meeting tomorrow. Mrs. Lusby-Angvick thought that meeting would include the City and the County; however, they decided on having a roundtable with the consultants.

PCEDA (Pershing County Economic Development Authority) will be meeting on the September 14th. They haven't had a meeting in quite some time. USDA and the Small Business Administration representatives will be coming for a tour on the 16th. They would like to see some local businesses with success stories from the COVID funding. Mrs. Shank has a couple suggestions she will share with Mrs. Lusby-Angvick.

PUBLIC DEFENDER – Mr. Cochran submitted a written report.

ELECTED DEPARTMENTS:

LACEY DONALDSON, CLERK-TREASURER – Mrs. Donaldson reported that she has been busy with election prep. The office is still busy collecting first installment taxes, but it is starting to slow down. Mrs. Donaldson attended the Grass Valley Advisory Board meeting on Monday and gave them an update on the General Election. Mrs. Donaldson also reported that she is still working with Devnet on the Corrections module and should have some to present to the Board at the next meeting.

RENE CHILDS, RECORDER-AUDITOR – Mrs. Childs gave the Board the monthly fund balance report. Gas Tax and CTX revenue are both up for June. Mr. McDougal stated that the CTX revenue reminds him that we need to push for a separate zip code for Grass Valley.

Mr. Rackley asked when the Rye Patch Firehouse expansion can start. Mrs. Childs stated that the Capital Improvement committee met yesterday and had to cut \$300,000 from the budget, partially due to a large expenditure that was approved for the Sheriff's office. The firehouse project was pushed into next fiscal year.

BRYCE SHIELDS, DISTRICT ATTORNEY – Mr. Shields did not have anything to report.

Mrs. Shank stated that there was a meeting yesterday with the City to discuss law enforcement. Mr. Shields stated that he didn't have anything to report yet. The City did approve the abandonment of 9th Street at their regular meeting.

The meeting recessed at 9:34 a.m. for a Litigation meeting and reconvened at 9:45 a.m.

LAUREEN BASSO-CERINI, ASSESSOR – Ms. Basso-Cerini reported that things have been hectic with a resignation in the office that occurred in June. Ms. Basso-Cerini has been working with a mentor and Devnet to train on personal property. She is accepting applications to fill the position. Ms. Lerner is still working from home and Mrs. Reid is working longer hours.

PROCLAMATIONS AND AWARDS: YEARS OF SERVICE CERTIFICATE / PIN – Judge Karen Stephens was presented with a pin and certificate for 30 years of service to Pershing County.

ELECTED DEPARTMENTS, CONT.D:

ASSESSOR REPORT, CONT.D:

Assessor Technology List of Expenditures per NRS 250.085 and due to budget cuts a request to have each county department that utilizes the imagery to contribute a portion of the costs: Mrs. Basso-Cerini stated that it was brought to her attention by Mrs. Childs that the ending fund balance for the Tech Fund is down. Ms. Basso-Cerini stated that it is not the Tech Fund's responsibility to fund countywide GIS.

Mrs. Childs stated that 50% of the GIS usage is between Planning and Code Enforcement. Mr. Shields stated that it is not a requirement for Code Enforcement and if they must pay for it than they just won't use it anymore. Mrs. Shank and Mr. Rackley felt it is a valuable resource for Code Enforcement. Mr. Shields was concerned that he was being told how to run his department. If the County can't afford the service than it should be suspended.

Mr. McDougal would like to meet with Mrs. Childs regarding alternative funding or accounting. This will be put back on the next agenda.

UPDATE ON PROGRESS OF SITE LOCATION, DESIGN, FUNDING, AMENITIES AND CONSTRUCTION OF FUTURE LAW ENFORCEMENT CENTER; FURTHER DISCUSSION REGARDING CHOOSING ONE OF THE FOLLOWING PROPERTIES FOR THE FUTURE LAW ENFORCEMENT CENTER (APN #007-242-81 AND 007-242-62 OWNED BY PERSHING COUNTY, APN #001-124-04 OWNED BY JADE RIVER GROUP, LLC AND APN'S 001-162-01, 02, 03, 04, 05, 06 AND THE SOUTHWEST ½ OF THE 9TH STREET RIGHT OF WAY OWNED BY LOVELOCK ECONOMIC DEVELOPMENT GROUP, LLC (STEVE YOUNG): This item will be put back on the next agenda.

BOARD APPOINTMENTS: GRASS VALLEY ADVISORY BOARD – An email was received from Kim Klemmish asking to be reappointed to the Grass Valley Advisory Board.

Mr. McDougal made a motion to reappoint Kim Klemmish to the Grass Valley Advisory Board. Motion seconded by Mr. Rackley and passed.

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

Mr. Evans stated that he has no issue paying his fair share on the Pictometry (GIS) as it is invaluable to his office. Mr. Evans gave the Board his monthly permits issued, and fees collected reports.

DISCUSSION REGARDING RAISING BUSINESS LICENCE FEES AND SEEKING AUTHORIZATION FROM THE NEVADA STATE DEPARTMENT OF TAXATION TO INCREASE THE FEES IN ACCORDANCE WITH NRS 354.5989 – Mr. Shields stated that he will draft the letter to send to Taxation in order to get the ball rolling.

DERBY FIELD AIRPORT: It was noted that the Grant Offer had to be resigned due to a typo on the award amount. Mrs. Donaldson stated that she also received the contract for the fencing contractor this morning. It will be on the next agenda for approval.

REVIEW OF RENEWAL LEASE AGREEMENT WITH VALLEY TECH SYSTEMS, INC. FOR 1,000 SQUARE FEET OF SPACE AT DERBY FIELD AIRPORT FOR ONE YEAR WITH AN OPTION TO RENEW FOR AN ADDITIONAL YEAR FOR ANNUAL RENT OF \$3,600.00 TO PERSHING COUNTY AND WILL USE THE LEASED PREMISES TO TEST ROCKET MOTOR COMPONENTS – Mr. Rackley made a motion to renew the lease agreement with Valley Tech Systems, Inc. for 1,000 square feet of space at Derby Field Airport for one year with an option to renew for an additional year for an annual rent of \$3,600.00. Motion seconded by Mr. McDougal and passed.

Mr. Rackley stated that he normally attends the annual Airport Conference. It will be an all-day online conference this year and will be held next month.

Mrs. Shank asked if the Airport will be locked during the day when the new fencing is installed. Mr. Rackley stated that it will, and you will need a code to get in.

CEMETERY BOARD: Mrs. Shank stated that the Cemetery Board did not have a quorum, so their meeting was cancelled.

REPORT FROM LEGAL COUNSEL: Mr. Shields reiterated that the GIS is essential for the Assessor's office, but not for his office, so he will not be paying for it. He stated that the DA's office is down a prosecutor and he hasn't asked for anything additional for the Public Guardian.

REPORT FROM ADMINISTRATIVE ASSISTANT / HR REP: Mrs. Wesner didn't have anything to report.

MATTERS OF THE BOARD FOR DISCUSSION, BOARD MEMBER REPORTS, BOARD LIAISON REPORTS: Mr. McDougal stated that there is a Recreation Board meeting tomorrow night. He will also sit in on the Brownfield meeting.

Mr. Rackley stated that the Senior Center Advisory Board met earlier in the week. Airport and Recycling meetings are both coming up. Regarding the TV Board, the new translator for CBS was supposed to be installed on Toulon Peak on Friday.

Mrs. Shank stated that are application for CARES funding has been approved. \$447,147.00, which is half of the funding approved, will be released this week.

It was noted that there will be a Town Hall meeting in Grass Valley on Saturday, September 26th with food being served at 12:00 p.m. and discussion starting at 1:00 p.m.

PUBLIC INPUT: A written statement was received from Dixie McKay informing the Board that with the help of Charlsie Duffy-Wilcox, Margaret Tantilla and DJ Stepz (Mrs. McKay), they have reduced the feral cat population quite a bit.

The meeting recessed at 10:30 a.m. and reconvened at 10:46 a.m. to review vouchers.

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

As there was nothing further to come before the Board, the meeting adjourned at 10:57 a.m.

Approved 10/7/2020: _____ /s/
Carol Shank, Chairwoman

Attest: _____ /s/
Lacey Donaldson, Clerk