

NOVEMBER 4, 2020

The meeting was called to order at 8:30 a.m. by Carol Shank, Chairwoman. Those present were Robert McDougal (by ZOOM) and Larry Rackley, 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 input.

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 DEPARTMENT OF TRANSPORTATION (NDOT): PRESENTATION OF AND ACCEPTANCE OF THE ANNUAL WORK PROGRAM AND MODIFY OR CONFIRM THE COUNTY'S TOP TWO PRIORITIES – Kristina Swallow, NDOT Director spoke from the ZOOM connection. The top two priorities for Pershing County are SR 398, Central Avenue, Western Avenue, and Dartmouth Avenue Intersection Study and SR 856, Cornell Avenue, 14th Street and Upper Valley Road Intersection Study. Mrs. Shank stated, and Mr. Rackley and Mr. McDougal agreed, that they feel like the G-29 Bridge replacement needs to be the #1 priority. Mr. Rackley added that this has been on the list for a long time and it seems to just keep being pushed back. Mr. McDougal stated that there is economic development projects scheduled to start in the area and the bridge replacement is long overdue.

Mrs. Shank stated that the #2 priority should be the landscaping and aesthetics at all exits.

Mr. Rackley made a motion to change the top two priorities for Pershing County to reflect that the #1 priority is the G-29 Bridge and the #2 priority is the Landscaping. Motion seconded by Mr. McDougal and passed.

Mrs. Shank asked about the availability of any federal funding for Grass Valley Road.

The Board felt that they couldn't approve or accept the Annual Work Program the way it sits. G-29 needs to be a priority. Ms. Swallow stated that nothing changes whether the Commission accepts it or not, as it has already been approved by their board. Lee Bonner confirmed.

Mr. Rackley made a motion to not accept NDOT's 2021 Work Program as the G-29 Bridge, which has been discussed for several years, is not on the list. Motion seconded by Mr. McDougal and passed.

UNCLASSIFIED DEPARTMENTS:

ROAD DEPARTMENT – Dan Hill was present.

Mr. Hill reported that Good Choice Road is done. He also reported that the newest hire has already quit. Mr. Hill stated that he was approached by a private mining company doing some exploration at Willow Creek. They would like to help maintain the road. Mr. Hill has worked with Mr. Shields on a Road Agreement, which will come before the Board at the next meeting. Mr. Hill gave them verbal authorization, and someone turned us into the BLM (Bureau of Land Management), saying major improvements were being made. That is not the case and it has been worked out; although they should use more water. Mr. Hill also stated that he had already received complaints throughout the

summer that the other end of Willow Creek Road was blown out, which was probably exacerbated by this company. Enegix helped and the Road Department fixed three miles of the road.

The crew has also been working in Grass Valley. They finished work on Herschell Road and put some gravel on Van Diest. Mr. Reese is working on Buena Vista Valley Road. Coeur Rochester Mine and Elko Mining have impacted the Road. Mr. Hill spoke with Scott Hill from Coeur. Scott received a proposal from their contractor to fix the road, but it is quite a lot of money. Mr. Hill stated that the Road Department is going to fix about ½ of the road and then Coeur will pay their contractor to finish down Spring Valley. Mr. Hill also stated that they have received salt and have hauled some to Coeur. Coeur will also be contributing half of the cost for the salt.

Mr. Hill stated that while traveling Humboldt House Road, he noticed a lot of dust from the geothermal project and Florida Canyon. He has spoken to representatives and is going to try to pursue a road agreement again to get the frontage road taken care of. There was also a complaint on Fuss Road. There is some damage to the bridge. Wood has been ordered to make the repairs and some mitigation has been done in the meantime. Mr. Hill met with Sean Burke at the Grass Valley Firehouse. Mr. Burke will work with Mrs. Childs on the accounting aspect of the Road Department using their fuel. Mr. Burke was also agreeable to the Road Department parking the blade there, but additional power outlets are needed, so Mr. Hill will get a quote.

Mr. Hill also reported that he is looking into options to pave Grass Valley Road; which will most likely involve financing, with payments being made with the Diesel Fuel Tax Funds.

Salary Resolution, Mitch Nielsen: Mr. Rackley made a motion to approve the Salary Resolution for Mitch Nielsen moving him from a Head Landfill Operator, Range 32, Step 9 to a Range 32, Step A effective 11/15/20. Motion seconded by Mr. McDougal and passed.

LANDFILL & RECYCLING – Dan Hill was present.

Mr. Hill stated that they cleaned up the Grass Valley transfer site again. Mr. Hill hasn't had a lot of time to spend at the Landfill.

Mrs. Shank asked about the Recycling Center. Mr. Rackley stated that there has been no progress on the bailing, and he is not ready to re-open.

SENIOR CENTER / VOLUNTEER COORDINATOR – Mr. Rackley reported that he has been working through a re-opening plan. He has spoken to two State Departments and received authorization from them to open.

Approval to purchase plexiglass partitions for tables under CARES Act Funding in the amount of \$5,670.50: Mr. McDougal made a motion to approve the purchase of plexiglass partitions for the tables at the Senior Center, using CARES Act Funding in the amount of \$5,670.00. Motion seconded by Mr. Rackley and passed.

Mr. Handka stated that it will be 3-4 weeks before the product arrives.

Mr. Rackley also reported that the Center received a surprise inspection, which they received a perfect score on. He also stated that he has requested 2,000 masks from a program that is offering them.

BUILDINGS AND GROUNDS – John Handka was present.

Mr. Handka has been working with Mr. Rackley on the Senior Center. They have been doing the yearly maintenance on all the County heating and a/c units. Mr. Handka stated that the ADA power door was installed yesterday, but doesn't have power to it yet. The crew has been doing some preventative maintenance at the jail. A new unit was installed at the Community Center yesterday. Mr. Handka has been working with the contractor on the Imlay house repairs. The installation of the new roof should start next week. He spoke with the Road Department about a truck to put the debris in.

Approval for repair of the Derby Field Airport Fuel System by B & T Sales and Services, Inc. in the amount of \$3,737.74: Mr. Handka explained what needed to be repaired. Mrs. Shank asked if there are funds available in the Airport Budget. Mr. Handka stated that it is a reimbursable expense through the CARES ACT funding.

Mr. Rackley made a motion to approve the repair of the Derby Field Airport Fuel System by B & T Sales and Services, Inc. in the amount of \$3,737.74. Motion seconded by Mr. McDougal and passed.

Mr. Handka stated that they are still dealing with swimming pool issues. They received a verbal recommendation that the shell should be replaced. Mr. McDougal stated that he received an email from Ann Carpenter at Coeur, and she is interested in talking about what needs to happen to replace the pool.

LIBRARY – Ms. Brinkerhoff joined the meeting through ZOOM. Mrs. Shank asked Ms. Brinkerhoff for an update as the Board hasn't received one for quite a while.

While waiting for a response from Ms. Brinkerhoff, Kent Mowry and Nannette Chalupa were present from K & H Insurance. Mr. Mowry stated that the application for our insurance renewal will come out mid-December.

Ms. Brinkerhoff stated that they have a lot of people calling in and requesting library materials. They are checking them out and meeting patrons at the door. Computers are being used by appointment.

Approval to apply for \$10,000.00 LSTA Mini grant for 2020-2021; Approval to apply for CARES Act Grant in the amount of \$13,906.00 with IT Department: Ms. Brinkerhoff stated that the Mini grant has a 10% match. The CARES Act Grant does not have a match. Both grants have been awarded, she just needs approval from the Commission to accept.

Mr. Rackley made a motion to approve the \$10,000.00 LSTA Mini Grant for 2020-21 and the CARES Act Grant in the amount of \$13,906.00. Motion seconded by Mr. McDougal and passed.

Mrs. Shank asked about the Library opening. Ms. Brinkerhoff doesn't know yet. They are meeting the needs of their patrons. Mrs. Shank would like the Library Board to discuss what steps need to be taken to reopen the Library at their next meeting.

PERSHING COUNTY FIRE AND AMBLANCE –

Ambulance Report: Chief Wilcox reported that he was on vacation last week and Rich Wagner took over in his absence. The ambulance service has been very busy. Chief Wilcox stated that the EMT (Emergency Medical Technician) class is done and the students will be doing their testing on Saturday. They currently have one pending member application. The EMS (Emergency Medical Services) Conference in Utah has been cancelled.

Lovelock Fire: Chief Wilcox reported that the Firefighting II class is still ongoing. They received 10 new hand-held radios from the City through the CARES Funding. They were also given \$10,000 to redo the bathroom in the old part of the firehouse. The camper shells for the new trucks should be done in the next week or so. Sierra Electronics will start installing lights and radios when the shells are put on. The new extractor and dryer that were purchased with CARES Funding have been partially installed. There was a LEPC (Local Emergency Planning Committee) drill a couple weeks ago. They will be having a post-season Chiefs' meeting on Saturday.

Fire Inspector – Approval to extend the advertisement to fill position: Mr. Rackley made a motion to approve extending the advertisement for the Fire Inspector position until filled. Motion seconded by Mr. McDougal and passed.

Grass Valley Fire: Mr. Rackley had a written report from Mr. Burke. The water tender has been repaired, costing \$9,500. A budget augmentation will be necessary. Mr. Burke is not happy with the County road mechanic and is researching other options to provide service to the Grass Valley Fire Department. The Burn Ban is still in effect. They are hoping for some moisture so it can be lifted. The burn pile at the transfer station is huge and will take the better part of a day to burn it.

Mrs. Shank acknowledged that she missed the 9:30 Public Hearing time and will get to it as soon as DA Shields is back in the room.

Mr. Rackley continued with his update on the Grass Valley Fire. Mr. Burke is working on ordering items with CARES Funding and it seems to be going well. He is also working on a plan for vaccination distribution.

PUBLIC HEARING ON PROPOSED ORDINANCE NO. 343, AMENDING CHAPTER 2.12 OF THE PERSHING COUNTY CODE, WHICH CREATED AN ADVISORY BOARD TO THE COUNTY COMMISSIONERS KNOWN AS THE PERSHING COUNTY ECONOMIC DEVELOPMENT AUTHORITY AND COMMUNITY CENTER ADVISORY BOARD: Mr. Shields would like this tabled until we have direction on what will happen to the Community Center, i.e.: do we put it under another board or create a new board to oversee the center. Mr. McDougal added that he would work with Mr. Shields regarding this issue when he gets back to town.

UNCLASSIFIED DEPARTMENTS, CONT.D:

COMMUNITY CENTER – Dixie McKay was present.

Mrs. McKay sent the Board a written report. She also reported that the Center is down on revenue compared to last year. She stated that over 300 people came through the Center yesterday for voting and all wore a mask.

Mrs. McKay also thanked Dan Hill for bringing over and spreading some more gravel.

Mrs. McKay is working with Lucy Peters and Bill Laird at the High School on having students refinish the round tables. She is also working on a plan to have PCEDA removed from the sign in front of the building. She is also researching a fix for the fabric sound covers in the big room and may need to look at replacing them.

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

Mr. Evans gave the Board the monthly report. There isn't a Planning Commission meeting this month. They broke ground on the new truck stop in Rye Patch yesterday.

Mr. Shields reiterated the need for a workshop regarding the sign ordinance and suggested adding it to the special meeting on November 16th.

DISCUSSION ON WHAT GOALS AND SCOPE OF WORK THE COMMISSION WOULD LIKE TO ACCOMPLISH WITH THE UPDATING OF THE MASTER PLAN, DEVELOPMENT CODE AND INCLUSION OF THE WATER RESOURCE PLAN IN PREPARATION FOR A MEETING WITH CYNTHIA ALBRIGHT, SENIOR PRINCIPAL PLANNER FOR STANTEC ENGINEERING – Cynthia Albright will be at the meeting on the 18th.

REVIEW OF BUSINESS LICENSE FEES FROM SURROUNDING COUNTIES REGARDING RAISING PERSHING COUNTY BUSINESS LICENSE FEES AND SEEKING AUTHORIZATION FROM THE NEVADA STATE DEPARTMENT OF TAXATION TO INCREASE THE FEES IN ACCORDANCE WITH NRS 354.5989 – Mrs. Shank stated that the letter needs to go to Taxation to get the ball rolling. Mr. Evans gave several examples of Business License structures in other counties. Mr. Evans likes how Mineral County has their structure laid out.

Mr. Rackley made a motion to send a letter to the Nevada State Department of Taxation seeking authorization to increase Pershing County's Business License fees in accordance with NRS 354.5989. Motion seconded by Mr. McDougal and passed.

UNCLASSIFIED DEPARTMENTS, CONT.D:

IT DEPARTMENT – Justin Abbott was present.

Mr. Abbott reported that he is moving forward with the network upgrade projects that were approved.

PUBLIC DEFENDER – Steve Cochran submitted a written report.

LEPC / EMERGENCY MANAGEMENT – *Approval of 2020 EMPG Grant in the amount of \$12,500.00 with a \$12,500.00 match:* Mr. Rackley made a motion to approve the 2020 EMPG Grant in the amount of \$12,500 with \$12,500 matching funds. Motion seconded by Mr. McDougal and passed.

ELECTED DEPARTMENTS:

LACEY DONALDSON, CLERK-TREASURER – Mrs. Donaldson stated that the staff is cleaning up from a month of Election activity.

RENE CHILDS, RECORDER – AUDITOR – Mrs. Childs gave the Board the Month End Fund Balance Report. The conversion of Fixed Assets is almost done.

ASSESSOR – Ms. Basso-Cerini submitted a written report. She received 6 applications for the vacancy and hopes to have interviews on November 10th.

Approval of contracts with Jana Seddon (\$20.00 per hour) and Samantha Loper (\$15.00 per hour) to assist the Pershing County Assessor in completing the mandates of NRS 361.260 and 361.300 during the 2020-2021 appraisal and reappraisal cycle: Mr. McDougal made a motion to approve the contracts with Jana Seddon and Samantha Loper to assist the Pershing County Assessor's office. Motion seconded by Mr. Rackley and passed.

Recommended assistance with GIS & Pictometry costs, allocate \$50,000.00 in the General Government Budget: Mrs. Shank met with Mrs. Childs and this is the recommendation they have come up with.

Mr. Rackley made a motion to allocate \$50,000.00 in the General Government Budget to assist with the GIS and Pictometry costs. Motion seconded by Mr. McDougal and passed.

BRYCE SHIELDS, DISTRICT ATTORNEY – Mr. Shields stated that they received training on the new Carpel Software, and everything went smoothly.

UPDATE ON PROGRESS OF SITE LOCATION, DESIGN, FUNDING, AMENITIES AND CONSTRUCTION OF FUTURE LAW ENFORCEMENT CENTER: Mr. Rackley stated that at the last meeting, the Sheriff indicated there was another property that may be an option. He and the Sheriff spoke with the owner of that property last week and they are looking into it.

Mr. Shields stated that the purchase of the other property closed last week. Mr. Shields has drawn up a purchase agreement. Speaking with Mr. Griffin, there is a propane tank on the property that needs to be moved to Jade River's new property. Mr. Shields stated that he told Mr. Griffin that he would inform the Board. Mr. Rackley wondered if the tank actually belongs to the propane company. Mr. Shields will find out. There is also a little building that we agreed to move.

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

DERBY FIELD AIRPORT: Mr. Rackley didn't have anything to report. He sent a message to the contractor regarding a start date for the fencing project, but hasn't heard anything.

PROJECT ADVISORY COMMITTEE (PAC) PARTICIPATION IN THE NEVADA AIRPORT & HELIPORT SYSTEM PLAN (NAHSP) AND AIRPORT ECONOMIC IMPACT STUDY (AEIS); APPROVAL TO APPOINT REPRESENTATIVE TO COMMITTEE: Mr. Rackley would like to participate.

Mr. McDougal made a motion to participate in PAC and appoint Mr. Rackley as our representative. Motion seconded by Mrs. Shank and passed.

The meeting recessed at 10:33 a.m. for a Litigation meeting and reconvened at 10:39 a.m.

REPORT FROM LEGAL COUNSEL: Mr. Shields did not have anything to report.

REPORT FROM ADMINISTRATIVE ASSISTANT / HR REP: Mrs. Wesner reported that she has completed revising the Personnel Rules and hopes to have them for approval at the last meeting in December.

APPROVAL OF AMENDED PERSHING COUNTY VEHICLE POLICY – Mrs. Wesner added a section to cover the request by the Road Department.

Mr. Rackley made a motion to approve the amended Pershing County Vehicle Policy as presented. Motion seconded by Mr. McDougal and passed.

ITEMS FOR FUTURE AGENDAS: No additional items for a future agenda were discussed.

CORRESPONDENCE: There was no correspondence.

MATTERS OF THE BOARD FOR DISCUSSION, BOARD MEMBER REPORTS; BOARD LIAISON REPORTS: Mr. McDougal stated that next Friday, Humboldt River Basin Water Authority will be meeting in person in Winnemucca. Carl Clinger asked if Mr. McDougal attended the Central Nevada Regional Water Authority meeting recently and if they discussed the number of basins being designated. Mr. McDougal stated that he was on the call. CNRWA will be writing a letter expressing their dissatisfaction over the Division's actions. He has instructed Mrs. Wesner to draft a letter regarding Basins #78 and #79 indicating that the Board is opposed to the concept of making irrigation a non-preferred use.

Mr. Rackley spoke about the TV Board. He made a trip up there last week to replace filters. He also repaired an electric box. The technician was also up there a couple days prior to complete the second half of his annual inspection. He suggested replacing some cabling at a cost of approximately \$1,000. Mr. Rackley will be approval on the next agenda. Mr. Rackley also spoke about the generator and annual maintenance. It also costs approximately \$1,000.00.

Mrs. Shank has a cemetery meeting tonight and there is a Board of Health meeting this afternoon. She also stated that she is pushing for a Library Board meeting to consider re-opening the Library. She also met with Cheryl Haas at Big Meadow Cemetery. They walked the diagram made by Spatial Generations.

PUBLIC INPUT: Carl Clinger stated that he had spoken with Commissioner McDougal previously about adopting a Resolution to require developers to dedicate water rights prior to development. Mr. McDougal stated that he hasn't had a chance to speak with Mr. Shields.

Mr. McDougal left the meeting.

APPROVAL OF VOUCHERS: Mr. Rackley made a motion to approve the vouchers as submitted. Motion seconded by Mrs. Shank and passed.

As there was nothing further to come before the Board, the meeting adjourned at 11:00 a.m.

Approved 12/16/20: _____/s/
Carol Shank, Chairwoman

Attest: _____/s/
Lacey Donaldson, Clerk