

NOVEMBER 18, 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 Rachel King, Deputy Clerk.

APPROVAL OF MINUTES: Mr. Rackley made a motion to approve the minutes of the September 16, 2020 meeting, noting that they were presented past the 45 day deadline. Motion seconded by Mr. McDougal and passed.

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 asked Mr. Shields if item #13, regarding the sign ordinance, qualified. Mr. Shields stated that because it is an ordinance and a planning issue it doesn't qualify for a business impact statement.

Mr. McDougal made a motion that there were no items that caused an economic burden. Motion seconded by Mr. Rackley and passed.

UNCLASSIFIED DEPARTMENTS:

ROAD DEPARTMENT – *Review and possible approval of speed limit signs for Relief Canyon Mine Road:* Sandra Polanco, Health, Safety, and Security Superintendent with Gold Acquisition Corp., Relief Canyon Mine was in attendance to discuss the lack of speed limit signs on Relief Canyon Mine Road. Mrs. Polanco stated that there are no posted speed limit signs. Because the road is a dirt road and currently has no posted speed limit, the default speed limit of 45 mph applies. As the Safety Coordinator for Relief Canyon Mine, Mrs. Polanco feels the speed limit should be reduced to 35 mph in certain areas and 25 mph in other, curvier areas. Dan Hill agrees that the speed limit should be reduced. Mr. Hill stated that the road is mostly used for mine traffic and employees. Nevada Cement also uses the road and would be another company that would be affected. Mr. Hill reached out to invite them to the meeting so they could have input on the decision, but no one was in attendance. Mr. Shields suggested that the Board enact a resolution and have a hearing so the public might weigh in on the suggested changes.

Salary Resolution, T. Milich: Mr. Hill stated that Tad Milich was hired at a higher wage because he has some experience with equipment. Mr. Hill also stated that he has had an issue retaining employees and feels the higher wage might help with employee retainment.

Mr. Rackley made a motion to approve the Salary Resolution for Tad Milich, hiring him at a Range 27, Step 5, effective on his hire date. Motion seconded by Mr. McDougal and passed.

Update: Mr. Hill stated that they made salt and sand in order to get prepared for winter. He met with Mrs. Polanco about Relief Canyon Road and also did some work on that road, shoring up some of the curves and putting up advance warning signs. He went and looked at Willow Creek Road. The blades have been busy. They are almost done blading Grass Valley Road. They worked on the road up at Ragged Top. C-Punch had a truck that was stuck, and they helped take care of that. They also bladed Unionville, Kyle Hot Springs, Buena Vista Valley, N. Meridian, Holmstrom, Star Creek, and Duncan roads to get a start on preparing for winter. Mr. Hill and Mrs. Hughes attended some Title 6 training as is required in order to receive Federal Highway Funds. Mr. Hill stated that more people in our organization might need the same training in order to get approved for those funds.

LANDFILL & RECYCLING MATTERS – Dan Hill was present.

The Grass Valley transfer site was cleaned up again. The landfill is running smoothly. The baling at the recycling center isn't caught up. Mr. Rackley stated that he has no help with the baling.

BUILDINGS & GROUNDS – John Handka was present.

Mr. Handka stated that they have replaced the bathroom doors at the Courthouse Park. They turned out very nice. He will be adding an occupied/unoccupied feature so people can see if they are locked due to being closed for the day or just in use. The crew has been doing extra cleaning at the Courthouse due to the increase in COVID-19 cases there. They are getting ready for Christmas. They've been checking lights and the Christmas tree will be here the day after Thanksgiving. They have been inspecting and preparing for work at the Imlay house, which will start tomorrow. Mr. Handka picked up the plexiglass dividers for the Senior Center. Other than that, they have been checking for downed trees and leaks and just generally getting ready for winter.

SENIOR CENTER – Mr. Rackley gave an update. He and Mr. Handka set up one of the plexiglass dividers to see how they are going to work when they can open again. They are still working on an open date, but due to the increase in COVID-19 cases they haven't set a date.

Approval to extend advertisement for Senior Center Director position: Mr. Rackley stated that in the last go-around they had one applicant. He is okay with that applicant and feels that they would do a good job, but because they only had the one applicant, he wants to extend the hiring period to see if they can get any other applicants.

Mr. Rackley made a motion to extend the advertisement for the Senior Center Director position until filled. Motion seconded by Mr. McDougal and passed.

Approval to advertise/hire part-time Bus Driver position: Mr. Rackley stated that the driver they had was working delivering meals, but is no longer employed. Mr. Rackley did one day of delivery and said that it was very rewarding; he'll be doing it again. A while back the Center had a fill-in driver/meal delivery person and that same person is willing to continue as the fill-in, but they still need a bus driver.

Mr. Rackley made a motion to advertise for a part-time bus driver, 20-hour with benefits, through Dec. 4th. Motion seconded by Mr. McDougal and passed.

Mr. Rackley also stated that they received 4 boxes of cloth face masks for the Center.

PERSHING CO. FIRE /AMBULANCE DEPARTMENTS –

AMBULANCE REPORT: Rodney Wilcox was present.

Chief Wilcox stated that it is still a challenge to have enough people available to answer calls due to the nature of a volunteer department. They had the EMS testing; all applicants passed the practical, but some need a little work to pass the written. Emilio Jimenez is one the new EMT's; he has been on the department for a while. They have one applicant who passed the course and wants to join the fire department. They will be voting on that applicant soon. They sent two people to Winnemucca to complete a two-day recertification course. They are still down one 2-person team.

LOVELOCK FIRE: Chief Wilcox stated that they had two structure fires last week, both were put out with minimal structural damage. The training for Firefighter I is still on track. The new trucks both got campers on; the radios, lights, and sirens will be done soon. Chief Wilcox met with OASIS Heating and Air about the venting for the new dryer. It needs about a 10-inch vent on the side of the building and he feels it needs to be professionally installed. They will give him a price and come out to install it. Chief Wilcox met with BLM to discuss this year's wildfires and the end of season. They had 66 wildfires last season; 22 were started by lightning and the other 44 were caused by humans. Chief Wilcox stated that they have cancelled all their events and gatherings, like their crab feed, due to COVID.

Mrs. Shank wanted to discuss the possibility of discontinuing PERS (Public Employees Retirement System) for the Volunteer Firefighter Department individuals and reiterated that in order for that change to take effect that all four departments have to be in agreement. Mrs. Shank said that they need to know if there is still an interest, so those funds could be used for something else, i.e. direct pay

or a 401K. Chief Wilcox stated that because the first five years a person is on the department they aren't vested, and that with turnover being what it is, he feels that a different use of that money would be preferred. Mrs. Shank would like a consensus as soon as possible in order to move forward.

Mrs. Shank asked Chief Wilcox if there were any other applicants for the Fire Inspector and if Chief Wilcox himself would be willing to take the classes to get certified. Chief Wilcox suggested that the job description might be more than it should be and suggested meeting with Mike Heideman to go over the description. Mr. Heideman was on ZOOM and said that even though the job wasn't for him he would be willing to meet and go over the job description. Mrs. Shank also asked Mr. Heideman where they were with grants for the Department. Mr. Heideman stated that the Rye Patch item was received and accepted. He stated that there was some confusion with how to order the jackets due to credit card limits, but that they did get a purchase order and they have been ordered. They are waiting on reimbursement from FEMA for the books that were ordered. Mrs. Shank also asked about new recruits getting reimbursed for their turnouts. Mr. Heideman stated that there is a bit of a struggle and that it takes a long time to get the funds reimbursed. Mrs. Shank asked about getting reimbursements for highway accidents. Chief Wilcox explained that in order to get the all information they would need to submit a claim for reimbursement, they would need to stay on scene for an extended amount of time and being a volunteer department it's a burden to have someone stay and get all the needed info. The Highway Patrol and Sheriff can't share the information. He said they would probably need a separate rig for someone so they can stay and get the required information in order not to hold up getting people the help they need.

GRASS VALLEY FIRE: Sean Burke was present via ZOOM.

Mr. Burke stated that the burn ban is off, and they'll be burning the trash pile on Saturday. He thanked Mr. Heideman for getting the grant for the high-vis coats. They currently have no other significant issues.

RYE PATCH FIRE: Mr. Rackley got an email from Georgia Morgan stating that they did a fundraiser and donated the money to the Rye Patch Fire Department.

SAFETY/CHN/CEMETERY – Cheryl Haas was present.

They will be doing the CPR/AED class at the Community Center; the instruction will be virtual with the exception of the practical. She ordered a new AED for the Juvenile office and is working on getting all AED's replaced. She discussed the upcoming COVID vaccine and said they will need a number of required doses as soon as possible so they can get that request into the State. Mrs. Shank asked if Ms. Haas knew how many active COVID cases we have in the County; she did not have an answer as to the active cases, only that there was a total of 44 with several outstanding tests.

For the cemetery, they've been keeping busy working on the map for Lone Mountain Cemetery. It's much more complicated than the map of Big Meadow Cemetery and is taking longer to finish.

Approval of updated specification and requirements for curbing of cemetery plots: The requested updates and changes have already been approved by the Cemetery Board. One of the main changes is that 5 inches of the curbing must be below ground level in order to prevent breakage.

Mr. McDougal made a motion to approve the updated specifications and requirements for curbing of cemetery plots as presented. Motion seconded by Mr. Rackley and passed.

PERSHING COUNTY EMERGENCY OPERATIONS MANAGER-LEPC UPDATE – Sean Burke was present via ZOOM.

Mr. Burke stated that they had a vendor come out to both Lovelock and Grass Valley to get measurements for turnouts so they can get those ordered. They have also ordered the PPE; the hand sanitizer stations are in and will be distributed. They are finishing up the hazmat drills. Mr. Burke is working on a COVID vaccination plan for Tier I people, which includes first responders, fire and EMS, health care workers, people in long term care, law enforcement, and prison staff. He's working with Marsha Foreman, our Community Health Nurse, to get the number of needed vaccines so they can turn that request in to the State. The Board of Health will be meeting on December 2nd in the Round Room.

Mr. Burke stated that he's waiting on guidance from the State on how many people can meet and the mask requirements, but in the meantime, he has cancelled the next Grass Valley Advisory Board meeting due to the current outbreak that we are experiencing. There are currently 7 active cases, all of which were reported in one day. He stated that there are still about 20 outstanding tests and some of those are expected to be positive. Mrs. Shank asked if they are also cancelling the December Grass Valley Advisory Board meeting. Mr. Burke stated that they are cancelling, they usually cancel that meeting anyway being that it is so close to Christmas and New Year's.

COOPERATIVE EXTENSION – Steven Foster and Colby Burke were present.

Mr. Foster stated that they have cancelled most meetings due to COVID. They are doing pesticide training through ZOOM in December. Mrs. Burke, 4-H Coordinator, stated that they have 12 new clubs and 9 new leaders. The snow skiing club had a meeting, cooking club will meet tonight, and the self-defense class is starting soon. She's excited that there are more opportunities for kids other than the farm kids. Mrs. Burke is trying to do a tree planting with an educational component. The horse club is also starting up.

Approval to purchase a 2021 Chevrolet Colorado Crew Cab 4-Wheel Drive LT pickup in the amount of \$28,966.25 to be paid from Capital Outlay budget: Mr. Foster explained that the way the University works is that the County pays mileage and then the University wants to trade in the vehicle after 5 years. This way the vehicle will be owned by the County and can be used as seen fit.

Mr. Rackley made a motion to approve the purchase of the 2021 Chevrolet Colorado for Cooperative Extension as presented. Motion seconded by Mr. McDougal and passed.

IT DEPARTMENT – Justin Abbott was present.

IT has been working on the case management software. Mr. Abbott has also been working on the Caselle software with Planning and Building. He worked with the Assessor's office to enable remote work. He is still working on getting all the Windows 10 upgrades done. Mr. Rackley thanked Mr. Abbott for his help at the Senior Center.

ELECTED DEPARTMENTS:

RENE CHILDS, RECORDER-AUDITOR – Mrs. Childs stated that they have requested an extension to file the annual audit from the State. Eide Bailly will most likely be out the second meeting of January to present the audit. Our auditing firm is working remotely, and with the new software systems it's just taking longer.

LAUREEN BASSO-CERINI, ASSESSOR – A written report was submitted by Ms. Basso-Cerini. In addition, through Mrs. Wesner, Ms. Basso-Cerini asked to extend the application period for her current job opening to try and get more applicants. Mrs. Wesner gave her approval to extend the application period and it will be on the agenda for the next meeting.

JERRY ALLEN, SHERIFF – Sheriff Allen stated that they had two new hires start this week, they are both out doing training today and couldn't come to the meeting for introductions. They still have two employees out on medical leave and one out on admin leave. They did some training with the MRAP on Monday. They have a virtual jail audit tomorrow with POOL/PACT, which is expected to last 2-3 hours. Mr. Allen stated that the jail is currently at 56% capacity with 15 inmates.

UPDATE ON PROGRESS OF SITE LOCATION, DESIGN, FUNDING, AMENITIES AND CONSTRUCTION OF FUTURE LAW ENFORCEMENT CENTER: Mrs. Shank stated that they are in the process of purchasing the property next to the church and now they need to get the architects/engineers involved and get the USDA involved in order to assure funding. Mr. Rackley stated that the USDA will need a dollar amount before we can go forward with getting funding. Mr. McDougal offered his services as a courtesy to the County as a retired architect once he is no longer a Commissioner. Sheriff Allen also stated that one of his new hires is an engineer. Mr. Allen asked if

both buildings will be moved from the property? Mr. Rackley stated that one building is being removed and the other is being demolished.

PUBLIC HEARING ON PROPOSED ORDINANCE #344 AMENDING CHAPTER 17.308.05 OF TITLE 17 OF THE PERSHING COUNTY DEVELOPMENT CODE BY CHANGING PROVISIONS RELATING TO THE PERMITTED AGES OF MANUFACTURED HOMES; AND OTHER MATTERS PROPERLY RELATING THERETO: The only change was relating to accepting an older model as long as it's updated structurally and aesthetically.

Mr. McDougal made a motion to adopt Ordinance #344 relating to the permitted ages of manufactured homes. Seconded by Mr. Rackley and passed unanimously.

PUBLIC HEARING ON PROPOSED ORDINANCE #345 CREATING CHAPTER 17.800.10, WHICH SHALL BE KNOWN AS THE SIGN ORDINANCE OF PERSHING COUNTY, NEVADA: There was no public comment or questions.

Mr. Rackley made a motion to adopt Ordinance #345 regarding signage. Motion seconded by Mr. McDougal and passed unanimously.

CONTINUED PUBLIC HEARING ON PROPOSED ORDINANCE #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. McDougal stated that they want to hold off for approval until there is a new home for the Community Center Advisory Board.

DERBY FIELD AIRPORT: APPROVAL OF DERBY FIELD AIRPORT LEASE AGREEMENT FOR FUEL TANK/EQUIPMENT SPACE WITH CLASSIC HELICOPTERS IN THE AMOUNT OF \$500.00 ANNUALLY – Mr. Shields has reviewed the lease and everything is good.

Mr. Rackley made a motion to approve the Derby Field Airport Lease Agreement for fuel tank/equipment space with Classic Helicopters in the amount of \$500 annually. Motion seconded by Mr. McDougal and passed.

Mr. Rackley discussed the airport fencing. He has been in contact with the engineering firm and the contractor. They will be putting in a cement pad on the airport side of the new gate. They want to get the pad done before temperatures drop. In the pad there will be sensors so the gate will automatically open when someone is driving out of the airport. Mr. Shields asked about the hangar space lease agreements. The engineering firm stated that they would provide assistance with reviewing those leases, but he has reached out for assistance and no one has returned his calls or emails. Mr. Shields asked Mr. Rackley to reach out as well so the leases can get wrapped up.

TV ADVISORY BOARD: APPROVAL OF PROPOSAL FROM VALLEY TV TO ADD A COAXIAL CABLE TO THE ANTENNA SYSTEM AND RUN A NEW CABLE FROM THE SCALA CL 713 ANTENNA IN THE AMOUNT OF \$1,000.00 – Valley TV is the maintenance company used by the TV Board. During the annual inspection they stated that we'd need to replace one cable and add a new one as well.

Motion to approve replacing one cable and adding another one in the amount of \$1,000.00 made by Mr. Rackley. Motion seconded by Mr. McDougal and passed.

APPROVAL OF ANNUAL GENERATOR MAINTENANCE WITH CUMMINS SALES AND SERVICE IN THE AMOUNT OF \$1,000.00 – Mr. Rackley stated that the invoice in the packet was from last year; he just added it so they would have an amount to approve. He hasn't been in contact with Cummins Sales this year. He is trying to get with another company to get a bid as well. Mr.

Rackley asked to approve the amount of \$1000.00 for generator maintenance, but not necessarily the company.

Mr. Rackley made a motion to approve contracting with a company to do yearly generator maintenance in an amount not to exceed \$1,000.00. Motion seconded by Mr. McDougal and passed.

APPROVAL OF MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN STATE OF NEVADA OFFICE OF THE LABOR COMMISSIONER AND PUBLIC/AWARDING BODY-PERSHING COUNTY RELATING TO LAWS AND REGULATIONS GOVERNING PUBLIC WORKS PROJECTS AND THE PAYMENT OF THE PREVAILING WAGE PURSUANT TO NRS 338.010: Mrs. Shank asked if they were asking for payroll records. Mr. Shields stated that he hasn't had time to review the matter and asked that it be tabled until he can further research the MOU.

PLANNING & BUILDING DEPARTMENT / IMLAY WATER SYSTEM MATTERS:
CYNTHIA ALBRIGHT, SENIOR PRINCIPAL, PLANNING & URBAN DESIGN, STANTEC ENGINEERING – DISCUSSION REGARDING SCOPE OF WORK OUTLINED BY THE BOARD OF COMMISSIONERS; OBTAIN COST ESTIMATE TO BEGIN THE PROCESS OF UPDATING THE COUNTY'S MASTER PLAN, INCORPORATE THE WATER RESOURCES PLAN INTO THE MASTER PLAN AND UPDATE THE DEVELOPMENT CODE – James Evans was present. Mrs. Albright was present via ZOOM.

Mrs. Shank stated that they want to bring the Master Plan up to date. She understands that public hearings will need to take place in order for that to happen. Mrs. Shanks stated that the County has adopted a Water Resource Plan, but there have been some changes by the State Legislature, and we need to be sure the plan is in compliance with those changes before it's added to the Master Plan. There have also been citizens asking about different things, like tiny houses and container buildings and the County needs to make sure the Development Code for those things is up to date. Ms. Albright asked if Farr West will be checking the Water Resource Plan or if she will be responsible for that. Mr. McDougal stated that since Farr West wrote the Water Resource Plan that they should be responsible for checking for compliance. Mrs. Albright asked if there were specific areas that need more attention. Mr. McDougal stated that they would work together to assess the areas that would need the most work. Mrs. Albright feels confident that the original plan that she wrote a long time ago is still in compliance with the areas required by NRS. Mr. Shields state that there have been many land uses that weren't anticipated when the Master Plan was written that have come about which need to be incorporated into the Master Plan; for example: data farms, solar farms, etc. Mrs. Albright will get with Mr. Evans to work on the specifics. Mrs. Shank asked if Mrs. Albright could also look at the Building Permit Fee Schedule. Mrs. Albright stated that it isn't something that has been discussed, but if that is needed it is in her purview. Mrs. Shank asked if Mrs. Albright had enough information to give an estimate of the cost for the project? Mr. Shields asked if he could meet with Mrs. Albright, Mr. Evans, and the Chair of the Planning Commission to get more specifics before the cost estimate is submitted.

REPORT FROM LEGAL COUNCIL: Mr. Shields stated that now that the Board has decided where the Law Enforcement Center will be built, he feels that we need a discussion of what will be located there. For instance, will Justice Court be relocated? And if they do move, what will the space currently occupied by Justice Court be used for? Mr. Shields wants to make sure that the space only be used by the County, not another entity. Mrs. Shank stated that they would put a discussion item on the January 2nd agenda.

CARES FUNDING: COVID-19 numbers are going up, Mrs. Shank stated that she doesn't want businesses to shut down because they won't survive. She doesn't think we need the \$95,000 generator and would like to use those funds to update computers and equipment for more virtual/remote work and

meetings. Mr. Rackley stated that he feels we still need the generator at the Community Center, especially because that space might be used as hospital overflow. Mr. McDougal stated the same, that if the Community Center is going to be a Hospital overflow, we need to ensure that we have a reliable power source. Mrs. Shank will look for an alternate funding source for the computers and IT upgrades.

MATTERS OF THE BOARD FOR DISCUSSION; BOARD MEMBER REPORTS; BOARD LIAISON REPORTS: Mr. McDougal attended a Humboldt River Water Basin meeting in Fallon at the Humboldt County Convention Center, in person, spaced out as required. He is also scheduled for a meeting in December for Western Nevada Development, but he doesn't know if it'll be in person or virtual.

Mr. Rackley stated that he is composing the Senior Center newsletter and they are mailing them out to all seniors on their list. He's asking for email addresses so they can send the newsletter electronically as that will save on postage.

Mrs. Shank stated that they had a Cemetery Board meeting and they have a Hospital Board meeting coming up. All meetings have been via ZOOM. The NACO annual conference is today and tomorrow, she'll attend virtually as time permits.

APPROVAL OF VOUCHERS: Mr. McDougal left the board meeting before the discussion of vouchers, but said he would come in to sign them and approve timecards when he can make it into town.

Mr. Rackley made a motion to approve the vouchers. Motion seconded by Mrs. Shank and passed.

Meeting Adjourned at 10:31 a.m.

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

Attest: _____ /s/
Lacey Donaldson, Clerk