

## DECEMBER 16, 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. Rackley made a motion to approve the meeting minutes from October 21, 2020, November 4<sup>th</sup>, 2020 and November 18<sup>th</sup>, 2020, noting that the October minutes are just over the 45 day deadline. Motion seconded by Mr. McDougal and passed.

**PUBLIC INPUT:** Pat Irwin and Jordan McKinney were present on behalf of the Lover's Aloft Balloon Festival. Mr. Irwin stated that they are still planning on moving forward, but do have plans if we are in full closure. There are currently 23 pilots committed. St. Agnes will be making a spaghetti dinner that can be picked up. There will be no in-person events. This year's balloon festival will be held February 11-14, 2021. Approval to use McDougal Field will be put on a future agenda.

Bart Campbell, a local contractor, spoke about the frost depth for home foundations. He had assumed it was 24" and doesn't know how and when it got changed to 36". Mr. McDougal stated that he is aware of the concerns and is agreement of it being 24". The Board has the authority to override any section of the Building Code that they see fit. Mr. Shields stated that the Development Code was amended in 2017, to adopt the 2012 International Building Codes and Residential Codes. This is when the change occurred. Mr. Campbell stated that he has always done 24". Mr. Shields doesn't think Mr. Campbell is in any danger of past projects being penalized, but the frost depth is currently 36". Mr. Campbell has a project on hold right now for this reason. Mrs. Shank stated that they can put an item on the next agenda for further discussion and possible action.

**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.

### **UNCLASSIFIED DEPARTMENTS:**

ROAD DEPARTMENT – Dan Hill was present.

Mr. Hill reported that he has terminated his newest hire. He currently has an employee out with COVID symptoms; no test results are available yet. Mr. Hill met with NDOT (Nevada Department of Transportation) in regard to the Right-of-Way Encroachment Permit for Coyote Creek. Everything is going well, and it should move forward. He also hauled sand to Coeur twice. He has been transporting blades around the county. Mr. Monroe has been training the other new hire and that is going well. Mr. Blondheim and Mr. Hill plowed snow on Saturday. The crew cleared weeds on Old Victory Highway and cleaned up the Unionville burn area. They also cleaned up the Grass Valley Transfer Site again. The screening plant was taken down and is currently sitting at the Grass Valley Firehouse. It will be moved back to town. Most of the crew attended Flagger training in Sparks last Friday. The crew has been busy plowing snow where needed.

*Resolution to set speed limit signs on Relief Canyon Road:* Mr. McDougal made a motion to adopt Resolution #20-1213, setting speed limits on Relief Canyon Road as follows:

35 mph from Coal Canyon Road to the first cattle guard on Relief Canyon Road;

25 mph from the first cattle guard on Relief Canyon Road to the south Relief Canyon Road turn (1.2 miles) and that speed limit signs be placed as such. Motion seconded by Mr. Rackley and passed.

*Approval of Resolution to name a portion of the road starting at Poker Brown Camp Road (left of Upper Valley frontage road) to Old Emigrant Road “Duncan Road”:* Mr. McDougal made a motion to adopt Resolution #20-1214, renaming a portion of the road starting at Poker Brown Camp Road to Old Emigrant Road, “Duncan Road”. Motion seconded by Mr. Rackley and passed.

*Approval for payment out of the Building Fund for repairs on diesel pump in the amount of \$1,747.83:* Mrs. Childs stated that she has spoken with Mr. Hill.

Mr. Rackley made a motion to approve payment out of the Building Fund, Emergency Line Item, for repairs on the diesel pump in the amount of \$1,747.83. Motion seconded by Mr. McDougal and passed.

LANDFILL & RECYCLING – Dan Hill and Mitch Nielsen were present.

Mr. Nielsen stated that things are finally starting to slow down. Mr. Nielsen was contacted by Robinson Metal. They have their baler in the area and wanted to come down. In regard to other recyclables, everyone is having issues getting rid of their items.

*Proposal for re-opening the Recycling Center and placing the Recycling Center under Landfill Operations; Approval to advertise/hire part-time (less than 20 hour) position to work at the Recycle Center:* Mrs. Shank spoke about Commissioner Rackley and his family’s dedication to the Recycling Center for the past six years. Mrs. Shank met with Mr. Hill and Mr. Nielsen prior to the meeting to get their ideas about moving forward.

Mr. Rackley stated that the Recycling Center is already under the Landfill Operations. Mrs. Shank stated that the oversight has been the Rackley’s and that is what she is discussing. She is proposing using the funding that has paid the center facilitator to hire a part-time employee. She also spoke to Jeanette Hughes, Road Department Secretary, and asked if she would be willing to oversee the volunteers.

Mr. Rackley stated that he finds it ironic that he has operated the Center for six years as a volunteer and now that he is no longer physically able to do it, there is discussion about paying someone to do it. Mrs. Shank stated that if that was an issue, Mr. Rackley could have made a proposal to the Board at any time.

There was also discussion about the recyclables themselves. Mr. Nielsen stated that no one is taking recyclables. There is no market for plastic or paper. Mr. Rackley stated that when the Center re-opens, they will no longer accept plastics or paper. He also stated that any proposals need to go before the Recycling Board.

Mrs. Childs informed the Board that we are currently budgeted for 300 hours or 5 hours per week.

Mr. Shields clarified that the Recycling Board is an Advisory Board to the Commission. They can only make recommendations; any action has to come from the Commission. The one requirement is that we solicit input from the City of Lovelock, as they are a partner in the Center.

Mr. Hill thought more time and discussion is needed.

BUILDINGS & GROUNDS – John Handka was present.

Mr. Handka stated that it has been a pleasure working with Commissioner McDougal during his term in office. Mr. Handka reported that the Parade of Lights and Tree Lighting were held the first weekend in December. Everything went well. Santa’s Chair has been placed by the tree and lots of people have taken advantage by stopping and taking pictures.

Mr. Handka also reported that the window installation at the Imlay rental house is about ½ way done. The Crew plowed and shoveled snow the beginning of the week. A window at the Senior Center was cracked and has been replaced.

*Approval to purchase three pressurized sanitation washer stations to be paid from COVID Cares Funding in the amount of \$7,350.00:* Mrs. Shank stated that these are the same units Sheriff Allen requested. Sean Burke would like to order four more for the Fire Departments as well. This item was not included in the original Cares Funding budget, so it needs Board approval. Mr. Handka stated that one would stay at the Community Center and one at the Courthouse. The other could be moved around as needed.

Mr. McDougal made a motion to approve the purchase of three pressurized sanitation washer stations to be paid from COVID Cares Funding in the amount of \$7,350.00. Motion seconded by Mr. Rackley and passed.

Mr. Handka also stated that he would be willing to help at the Recycling Center when they don't have other projects.

*SENIOR CENTER – Approval to set date for County Commissioners / Commissioner Elect / HR Representative to interview for Senior Center Director position:* Mr. Rackley gave some history regarding the Director position. When the Director resigned, the position was advertised and the only application came from current employee, Crystal Dahilig. Mr. Rackley stated that Ms. Dahilig knows the Center and the position and would do a good job. The HR Rep extended the advertisement without his knowledge. The Senior Center Board met and recommended Crystal for the position. Mr. Rackley asked for a Salary Resolution to be put on this agenda to start Ms. Dahilig at \$35,000.00. His request was ignored. Mr. Rackley feels this item is unjustified and out of line. He has already offered the job to Ms. Dahilig.

There was discussion about how Department Head positions have been advertised and interviewed in the past.

Mr. McDougal made a motion to schedule interviews for the three current applicants, to be closed interviews, for the first reasonable time after the first of the year, to be conducted by an interview panel and a recommendation made to the Commission. Motion seconded by Mr. Rackley and passed. Mrs. Shank opposed.

*Salary Resolution, Bus Driver, A. Pimental:* It was noted that position is a budgeted position that is currently vacant.

Mr. McDougal made a motion to approve the Salary Resolution for Alejandra Pimental, moving her from the Relief Driver position to the Permanent Driver position effective December 16, 2020. Motion seconded by Mr. Rackley and passed.

Mr. Rackley also reported that a relief driver was hired. The person started Monday and quit on Tuesday!

**PERSHING COUNTY FIRE/AMBULANCE –**

*AMBULANCE REPORT & LOVELOCK FIRE:* Chief Wilcox reported that they are still at 23 members. It looks like they will be picking up 2 EMT firefighters. The new command trucks are finished being outfitted and are in service.

Chief Wilcox would like a workshop to discuss the Fire Department. Chief Wilcox stated that employees may need to be hired in the future and we do not have the employment base in Lovelock. With COVID, a call takes significantly longer due to PPE and then sanitizing the ambulance after the call. Mrs. Shank stated that they had previously discussed the Ambulance Service being taken over by another agency. An item will be put on the January 4<sup>th</sup> agenda to schedule the workshop.

**APPROVAL OF FIRE INSPECTOR STIPEND TO BE PAID TO THE LOVELOCK FIRE DEPARTMENT:** Chief Wilcox gave the Board a proposal asking for \$200 per month paid to the Lovelock Fire Department. The Fire Inspector position would be appointed by the Fire Chief. Mr. McDougal clarified that this is only for County inspections. A separate agreement would have to be reached with the City

Mr. McDougal made a motion to approve the agreement with the Lovelock Fire Department to provide staff to perform fire inspections, with a monthly stipend of \$200 paid directly to the Fire Department. Motion seconded by Mr. Rackley and passed.

The Board asked Mike Heidemann (ZOOM) if he had any updates on Grant Funding. Mr. Heidemann stated that the POOL/PACT reimbursements are on schedule.

**PERSHING COUNTY EMERGENCY OPERATIONS / LEPC** – Sean Burke (ZOOM) thanked Commissioner Rackley for spearheading the purchase of the command vehicles.

**GRASS VALLEY ADVISORY BOARD:** Mr. Burke informed the Board that the only usage the Community Center is seeing is by the Sheriff's office and Domestic Violence Intervention. There have been no community meetings.

**CARES FUNDING UPDATE:** Mr. Burke reported that the first doses of vaccine were delivered to the Hospital yesterday. We should receive a shipment of the Moderna vaccine within the next two weeks.

Mr. Burke also reported that all the washers and dryers have arrived, and vouchers submitted for payment. The Fire Department turnouts have been ordered, as well as another order of PPE (Personal Protective Equipment) from the State.

#### **UNCLASSIFIED DEPARTMENTS, CONT.D:**

**IT DEPARTMENT** – Justin Abbott was present.

Mr. Abbott reported that the new video system for the Round Room has been installed and is being used today. He thanked Mr. Handka and his crew for all their help with the installation. Mr. Abbott also spoke about the two portable video systems that were purchased. One of the systems will be installed in the Emergency Operations trailer. Mr. Handka has been facilitating any of the Departments with end of year requests. He has also been working on budget prep for next year. Mr. McDougal asked where he was at with adding an answering service in the Assessor's office. He has received a quote from AT&T that isn't unreasonable.

**ECONOMIC DEVELOPMENT** – Heidi Lusby-Angvick was present.

Mrs. Lusby-Angvick reported that the second Brownfield meeting was last Friday. There was not as much participation as she had wanted. She also gave the Board a letter from Humboldt County withdrawing from NNRDA (Northeastern Nevada Regional Development Authority) that we can use as template. Mrs. Shank stated that it will be put on the next agenda.

Mr. McDougal stated that it has been a pleasure working with Mrs. Lusby-Angvick and she is doing a wonderful job with Economic Development. Mrs. Lusby-Angvick stated that she has enjoyed working with Commissioner McDougal as well.

#### **ELECTED DEPARTMENTS:**

**LACEY DONALDSON, CLERK-TREASURER** – Mrs. Shank asked about corrections. Mrs. Donaldson stated that she asks every week, but we are still waiting.

RENE CHILDS, RECORDER-AUDITOR – Mrs. Childs stated that they have been focusing on the audit and everything should come out good. She received the third file from US Imaging and will be working with Mr. Abbott to get it on the website.

ASSESSOR – A written report was given to the Board.

JUSTICE COURT – Mrs. Childs spoke on behalf of Judge Stephens.

*Request for approval to install security windows for Justice Court (12 windows, approximately \$32,880.00 with 50% of Facility Assessment Fee/50% Building Fund:* Mrs. Childs stated that she found there is Civil Action Fees that can be used (only for Justice Court). She would recommend 25% of the cost be paid with these Civil Action Fee Funds and 25% from the Building Fund. This would equate to \$16,500 out of Fund 10 (Facility Assessment Fees), \$8,250 from Civil Action fees and \$8,250 from the Building Fund.

Mr. Rackley made a motion to approve the request to install security windows for Justice Court in the amount of \$32,880.00 with the payment being split as recommended by the Recorder-Auditor. Motion seconded by Mr. McDougal and passed.

**PROCLAMATIONS AND AWARDS: PRESENTATION OF RECONGNITION AWARDS TO COMMISSIONER ROBERT MCDOUGAL AND SHERRI WOODARD FOR YEARS OF SERVICE TO PERSHING COUNTY** – Sherri Woodard was presented with a Certificate and necklace for retiring from Pershing County with 12 ½ years of service.

Mrs. Shank read a proclamation from NACO (Nevada Association of County Officials) and presented Commissioner McDougal with a pen and pencil set. The Commission also presented him with a Certificate and gift basket for his four years of service to Pershing County.

**ELECTED DEPARTMENTS, CONT.D:**

SHERIFF’S OFFICE – Mr. Rackley stated that Sheriff Allen couldn’t be here today as he is in the field doing Sergeant testing.

SALARY RESOLUTION, E BLONDHEIM, UNDERSHERIFF – Mr. McDougal made a motion to approve the Salary Resolution for Eric Blondheim, Undersheriff, increasing his pay from \$31.77 per hour to \$34.39 per hour effective December 18, 2020. Motion seconded by Mr. Rackley and passed.

**UPDATE ON PROGRESS OF SITE LOCATION, DESIGN, FUNDING, AMENITIES AND CONSTRUCTION OF FUTURE LAW ENFORCEMENT CENTER:** Mr. Rackley stated that he and the Sheriff have been working on a site plan. Mr. Shields stated that purchase of the additional property is complete. He will work with the Road Department regarding moving the shed to the owner’s other property.

**DERBY FIELD AIRPORT:** Mr. Rackley received a report from Armstrong Consultants regarding the fencing project. They anticipate construction to start the middle part of January.

**BOARD APPOINTMENTS: SENIOR CENTER BOARD** – A letter was received from Judy Osmun stating that she was not interested in serving another term. Letters of interest were also received from Susan Bendure, Tami Belcher and Sharron Montes. It was believed Ms. Belcher and Mrs. Montes reside in the City, so they would need to submit their letters to the City Clerk.

Mr. McDougal made a motion to reappoint Susann Bendure to the Senior Center Advisory Board. Motion seconded by Mr. Rackley and passed.

911 SURCHARGE ADVISORY COMMITTEE – A letter was received from Leslie Steward.

Mr. Rackley made a motion to reappoint Leslie Steward to the 911 Surcharge Advisory Committee. Motion seconded by Mr. Rackley and passed.

A letter was also received from Dave Skelton.

Mr. McDougal made a motion to reappoint Dave Skelton to the 911 Surcharge Advisory Committee. Motion seconded by Mrs. Shank and passed.

**MUSEUM ADVISORY BOARD** – A letter was received from Barbara Rackley.

Mr. McDougal made a motion to reappoint Barbara Rackley to the Museum Board. Motion seconded by Mrs. Shank and passed.

**AIRPORT ADVISORY BOARD** – A letter was received from Hugh Montrose.

Mr. Rackley made a motion to reappoint Hugh Montrose to the Airport Advisory Board. Motion seconded by Mr. McDougal and passed.

**JERRY ALLEN, SHERIFF:** Sheriff Allen stated that he is conducting Sergeant testing. There are currently 11 inmates in custody. Sheriff Allen reported that the employee that has been out on medical will be returning to work on December 23<sup>rd</sup>. There is still one deputy on medical and one on admin leave. The State audited their grants yesterday and everything looked good. Sheriff Allen met with Commissioner Rackley yesterday about the new Law Enforcement Center. Sheriff Allen still doesn't think it will fit adequately and feels a better solution would be for the current building to be demolished. Mr. Shields asked if it was time to get an architect involved again.

**APPROVAL OF MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN STATE OF NEVADA OFFICE OF THE LABOR COMMISSION 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:** Mr. Shields explained the purpose of the MOU. Pershing County does not need to enter into this MOU as we don't have numerous Public Works projects that need to be overseen.

**MATTERS OF THE BOARD FOR DISCUSSION, BOARD MEMBER REPORTS, BOARD LIAISON REPORTS:** Mr. McDougal stated that CNRWA (Central Nevada Regional Water Authority) held their meeting by Zoom last Friday. He also participated in the Brownfields workshop. Neither Mr. Rackley nor Mrs. Shank had anything to report.

**PUBLIC INPUT:** DA Shields thanked Commissioner McDougal for his service to the County Commission the last four years.

Carmen Turrillas also thanked the Board and wished everyone a happy New Year.

Mrs. Donaldson informed the Board that the Swearing-In Ceremony will be held Monday, January 4<sup>th</sup> at 7:30 a.m. in the Courtroom.

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

The meeting recessed at 10:36 a.m. and reconvened at 1:00 p.m.

**APPROVAL TO GO INTO A CLOSED PERSONNEL SESSION PURSUANT TO NRS 241.030(1) AND NRS 241.020(C)(4):** Mr. Rackley made a motion to recess the regular meeting to go into a closed personnel session pursuant to NRS 241.030(1) and NRS 241.020(C)(4). Motion seconded by Mr. McDougal and passed.

The regular meeting recessed at 1:00 p.m. and came out of closed session at 1:45 p.m.

**DISCUSSION AND POSSIBLE ACTION REGARDING DISCIPLINE UP TO AND INCLUDING TERMINATION OF JAMES EVANS, PLANNING AND BUILDING DIRECTOR:**

Mrs. Shank apologized that the wording on the agenda is misleading; it is mandatory wording. She has some suggestions for Mr. Evans. She would like Mr. Evans to obtain additional training and take more of a leadership role within the office. She would also like him to bring necessary issues to the Board when needed. She also stressed the importance of good customer service. Mrs. Shank stated that she wants the County to present a good image when it comes to the knowledge and understanding in the office when it comes to the future projects that are coming our way.

Mr. Rackley would just like to see a more concerted effort from both Mr. Evans and Mrs. Garretson to work with customers better.

Mr. McDougal stated that Mr. Evans has a lot of skill and institutional knowledge. The last thing he would want to do is dismiss him. He would like to see Mr. Evans continue to work on the areas as discussed.

Mrs. Shank added that better communication is a must.

Mr. Evans stated that none of the recommendations are unreasonable and he respects and appreciates the feedback.

As there was nothing further to come before the Board, the meeting adjourned at 1:50 p.m.

Approved 1/20/21: \_\_\_\_\_ /s/  
Larry Rackley, Chairman

Attest: \_\_\_\_\_ /s/  
Lacey Donaldson, Clerk