

JANUARY 8, 2020

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.

REORGANIZATION OF THE BOARD; SELECTION OF CHAIR AND VICE-CHAIR; 2020 COMMISSIONER BOARD APPOINTMENTS: Mr. McDougal made a motion to appoint Commissioner Shank as Chairwoman. Motion seconded by Mr. Rackley and passed.

Mrs. Shank took over the meeting at this time.

Mr. McDougal made a motion to appoint Commissioner Rackley as Vice-Chairman. Motion seconded by Mrs. Shank and passed.

Mr. McDougal made a motion that no changes will be made to the Commissioner Board Appointments for 2020. Motion seconded by Mr. Rackley and passed.

APPROVAL OF MINUTES: It was noted that the November 20, 2019 minutes are just beyond the 45 day deadline.

Mr. McDougal made a motion to approve the minutes from the November 20, 2019 and December 4, 2019 meetings with the grammatical corrections noted by Mrs. Shank. Motion seconded by Mr. Rackley 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. Shields did not see anything on the agenda that would impose an impact.

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:

UPDATE FROM MIKE HEIDEMANN REGARDING GRANT WRITING, BILLING, AND COMPLIANCE FOR FIRE DEPARTMENTS – Mr. Heidemann reported that they have been successful in holding quarterly Chief’s meetings. We were successful in obtaining a grant for the Fire Fighter I program, and Mr. Heidemann has been keeping Mrs. Childs abreast of things.

ROAD DEPARTMENT – Dan Hill was present.

Mr. Hill stated that with the two short weeks during Christmas and New Year, several employees took some time off. There are several blades working in various areas of the County.

Approval to go to bid for oil and mag chloride projects: Mr. Rackley made a motion to go out to bid for the oil and mag chloride projects. Motion seconded by Mr. McDougal and passed.

LANDFILL/RECYCLING – Dan Hill was present.

Mr. Hill stated that the oil pump went out in the dozer. They are still waiting for the NDEP (Nevada Division of Environmental Protection) inspection, but haven’t heard anything yet. Several appliances have been left at the Grass Valley transfer site. Mr. Hill was there on a nice day and it was very busy. He stated that they need to start looking at staffing the site during peak times.

SENIOR CENTER/VOLUNTEER COORDINATOR – Jordan McKinney was present.

Mrs. McKinney reported that they collected approximately \$1,100 for the Christmas Tree Raffle. They have already started selling tickets for the Courthouse replica birdhouse. Mrs. McKinney reported

that their daily attendance has increased from approximately 35 to 50 per day. The Center received a 99% on their annual Health Inspection in December. There was a note that the ice machine needs to be cleaned more often. Mrs. McKinney reported that breakfast this month will be held on January 31st.

Mrs. Shank asked about the sound panel installation. Mrs. McKinney stated that she hasn't been able to get anyone to come look at the project. Mr. Rackley asked if it had to be a licensed contractor. Mr. Shields stated that it does. Mrs. Wesner suggested the contractor that was awarded the Law Library bid. She will get Mrs. McKinney the contact information.

BUILDINGS AND GROUNDS – Mr. Handka was not present. Mr. Rackley stated that they are working on a water leak in Imlay.

GRASS VALLEY – Mr. Rackley stated that the work on the cattle exclusion fence started on Monday and should be finished this week. Due to the alkali, they have had to replace more of the metal posts than anticipated.

COMMUNITY CENTER – Dixie McKay was present.

Mrs. McKay gave an overview of the revenue collected since March 2019. The Community Center had 832 visitors during the month of December. There were 65 meetings held at the Center.

Mechanical/Alarm/Camera room usage: Mrs. McKay stated that this was discussed at the monthly meeting on Monday. It was decided that the Bonanza Room will be used only as needed when all of the other rooms are already being used. Only three people are permitted in the room at a time for counseling, Monday through Friday, and only when the Director is in the building. The room will not be rented.

Discussion regarding custodial staffing: Mr. McDougal stated that with the holidays he hasn't had a chance to sit down with Mrs. McKay and Mr. Handka. Things have gotten a little bit better, but he will give an update after he has a chance to speak with them.

COOPERATIVE EXTENSION – Dixie McKay was present.

Mr. Foster is traveling the state for the Cattleman's Update this week and will not be back in the office until Monday, January 13, 2020. Joshua McKinney has submitted his resignation effective immediately.

IT DEPARTMENT – Justin Abbott was present.

Mr. Abbott gave the Board the ticket report generated from the new system. Mr. Abbott explained that the Monitoring System line item will probably always have a high number, but most of those are resolved automatically. The automated maintenance monitoring has been pushed out to most of the offices, with just a few workstations needing to be manually added.

Mr. Abbott spoke about a Senate Bill that was recently introduced that could affect the County's website. The title of the bill is DOTGOV Online Trust in Government Act of 2019. It would require Federal, State, and local governments to have a .gov website address. Mr. Abbott would like to see how the bill progresses before he takes any steps to implement the change.

Mr. Abbott also informed the Board that he would be attending the State Cyber Security Workshop later in the month.

ECONOMIC DEVELOPMENT – Heidi Lusby-Angvick was present.

Mrs. Lusby-Angvick reported that PCEDA (Pershing County Economic Development Authority) met on Monday. They discussed the Comprehensive Economic Development Strategy Project List to submit to Western Nevada Development District. WNDD would like the projects ranked with a description of how they fit into our regional plan.

Brownfields Grant Project, Project Scope of Work; modifications to Scope of Work; Project budget/funding; Professional Services Agreement and Planning/Operation Services; Expenditures for work or services related to the project; agreements, amendments and funding documents: Mrs. Lusby-Angvick would like this to be an ongoing agenda item. She reported that four properties were assessed in December. Three of the properties are private property and the other belongs to the County. The reports should be done next week. Three of the properties are on Main Street and the assessment report

could present an opportunity to apply for Community Development Block Grant de-obligated funds to help with the clean-up.

Mrs. Lusby-Angvick stated that they are implementing a monthly call on the second Wednesday of each month at 11:00 a.m. to discuss project progress, etc. Mrs. Lusby-Angvick stated that there is also a community workshop scheduled for Monday, January 27th at 6:00 p.m.

Mr. Shields stated that he has received comments from the community regarding the usefulness of using these funds to access property that has been vacant for years. Mrs. Lusby-Angvick stated that it is a tool to dispel any concerns as to why the property has been vacant for so long. Mr. McDougal also stated that there is a concern that public monies are being used for private gain. The workshop should dispel these concerns.

Mrs. Shank asked if there would be a way that Shelly Nee could record the workshop and run it on PBS. Mrs. Lusby-Angvick will speak with her. She also stated that she is advertising as much as possible.

Mrs. Shank also asked about the burned property on Main Street. Mrs. Lusby-Angvick stated that at this time it is a private property issue.

BROADBAND: APPROVAL TO PROCEED WITH REQUEST FOR PROPOSALS FOR COMBINED BROADBAND INFRASTRUCTURE DEVELOPMENT PROJECT FOR PERSHING COUNTY AND THE CITY OF LOVELOCK WITH ASSISTANCE FROM THE NEVADA OFFICE OF OSIT (OFFICE OF SCIENCE INNOVATION AND TECHNOLOGY) – Mrs. Lusby-Angvick asked Mr. Shields if we can legally go out for an RFP (Request for Proposals) if we aren't going to act on it. Mr. Shields stated that there isn't anything that would legally stop us from doing it, but asked what the purpose would be if we weren't going to act on it.

Mr. Shields stated that if we are putting out an RFP for the City and the County, we need expressed permission from the City to do so. There was a question as to whether we should wait to discuss this further with the City at the annual joint meeting.

Mr. McDougal made a motion to postpone proceeding with Request for Proposals for a combined broadband infrastructure development project and make the discussion a priority at the joint City/County meeting. Motion seconded by Mr. Rackley and passed.

UNCLASSIFIED DEPARTMENTS, CONT.D:

CODE ENFORCEMENT – Fran Machado was present.

Mrs. Machado gave the Board her report for October through December. Mrs. Machado met with the Imlay Action Alliance and is excited to work with them to clean up Imlay.

PUBLIC DEFENDER – Steve Cochran was present.

The Board received Mr. Cochran's monthly case load report. Mr. Cochran reported that he had mentioned at the last meeting that the office was quieter in the winter, but he did recently have some new cases opened.

ELECTED DEPARTMENTS:

LACEY DONALDSON, CLERK-TREASURER – Mrs. Donaldson reported that December was pretty quiet. They are still double posting in the Devnet and ADS tax systems. Mrs. Donaldson had hoped to be doing single entry starting in January, but there are still some issues that they aren't comfortable with. Automatic Voter Registration through DMV started on January 2nd. Mrs. Donaldson has been participating in daily conference calls to work through the new process and any issues. This is currently scheduled for the next two weeks. Judicial Filing opened on January 6th and runs for two weeks, however, there are no offices that require filing in Pershing County.

RENE CHILDS, RECORDER-AUDITOR – Mrs. Childs gave the Board the month end fund balances. The General Fund’s spendable balance is down to \$837,000. We are two months in arrears on some State payments, so it will increase.

Mrs. Shank asked about the conversion with Tyler. Mrs. Childs stated that the auditors urged her to contact Eureka County as they have been on Tyler for over a year, to help with budget prep.

BRYCE SHIELDS, DISTRICT ATTORNEY – *Salary Resolution, C. Steele:* Mr. McDougal made a motion to approve the Salary Resolution for Cassandra Steele, moving her from an Administrative Clerk I, Range 23, Step 4 to an Administrative Clerk II, Range 26, Step 1, effective January 7, 2020. Motion seconded by Mr. Rackley and passed.

JERRY ALLEN, SHERIFF – Sheriff Allen stated he has two new hires that have started. John Rogers, was a deputy previously and has been a reserve, is working in Grass Valley. The other new officer is working in the Jail. There is currently 13 in custody, with 2 of those housed at other facilities.

Sheriff Allen spoke about the lawsuit filed against the Red Flag law. Sheriff Allen is interested in joining the lawsuit, but was informed by the DA that he cannot join in his professional capacity. Sheriff Allen would like an item on the next agenda for the Board to consider joining the lawsuit.

Approval of 911 Upgrade: Sheriff Allen gave the Board two options to consider.

Mr. McDougal asked Mrs. Childs if she could verify budget numbers for the 911 Surcharge Fund.

Budget figures will be checked, and Sheriff Allen will speak with Kent Ames at AT&T regarding lead time and billing. This item will be put back on the next agenda for possible approval.

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

Mr. Evans gave the Board his monthly report as well as his year-end report. There is a Planning Commission meeting tonight to consider a parcel map, a boundary line adjustment and a reversion to acreage.

Mrs. Shank asked if the new software has been ordered from Caselle. Mr. Evans stated that they have received our check and he had a phone call with them regarding implementation.

Mr. Evans is looking into having plans drawn up for the Rye Patch Fire Department expansion.

UPDATE ON PROGRESS OF SITE LOCATION, DESIGN, FUNDING, AMENITIES, AND CONSTRUCTION OF FUTURE LAW ENFORCEMENT CENTER: Mr. Rackley met with the Mayor of Lovelock on Monday to discuss the property the City owns.

PROCLAMATIONS AND AWARDS: Mrs. Shank made a motion proclaiming January 2020 National Radon Action Month in Pershing County. Motion seconded by Mr. McDougal and passed.

DERBY FIELD AIRPORT: Mr. Rackley spoke about the 2020 Fencing project. Will be on next agenda for formal approval.

REPORT FROM LEGAL COUNSEL: Mr. Shields spoke about the issue with Charlie Sparke’s salary, which is partially grant funded. Mr. Shields spoke with a representative from the State and she is waiting on a report specific to our county before she will discuss this further.

REPORT FROM ADMINISTRATIVE ASSISTANT: Mrs. Wesner reported that the new playground equipment has been ordered. She is still working on the Policies and Procedures updates.

ITEMS FOR FUTURE AGENDAS: The Board did not have anything to add at this time.

CORRESPONDENCE: There was no additional correspondence discussed.

The meeting recessed at 10:17 a.m. for a Litigation meeting and reconvened at 10:25 a.m.

**MATTERS OF THE BOARD FOR DISCUSSION; BOARD MEMBER REPORTS;
BOARD LIAISON REPORTS:** Mr. McDougal stated that he has a Recreation Board meeting tomorrow night. He will be attending the Humboldt River Basin Water Authority meeting on Friday in Winnemucca. Next Tuesday the Division of Water Resources will be at City Hall to report on the Humboldt River Modeling Project. On Friday, February 7th, he will be a presenter at the NACO Water Resource Plan Workshop.

Mr. Rackley reported that the Airport Advisory Board will be scheduling a meeting in February. He ordered the shed for the Rye Patch Electric Utility and it will be delivered on the 23rd.

Mrs. Shank spoke about the Law Library remodel. They would like to get started. Mrs. Shank mentioned boxing up the books.

PUBLIC INPUT: Carolyn Hultgren stated that she has spoken to several people in Rye Patch regarding 50-60 box cars being parked on the tracks. The residents are tired of looking at them.

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

As there was nothing further to come before the Board, the meeting adjourned at 10:43 a.m.

Approved 2/19/20: _____ /s/
Carol Shank, Chairwoman

Attest: _____ /s/
Lacey Donaldson, Clerk