

OCTOBER 6, 2021

The meeting was called to order at 8:30 a.m. by Larry Rackley, Chairman. Those present were Shayla Hudson and Carol Shank, Commissioners; Bryce Shields, District Attorney; Karen Wesner, Administrative Assistant; Lacey Donaldson, Clerk; and Justin Abbott, IT.

APPROVAL OF MINUTES: Mrs. Hudson made a motion to approve the minutes from the August 18, 2021 meeting, with the correction of a typo on Page 3, noting they are just over the 45 day deadline. Motion seconded by Mrs. Shank and passed.

PUBLIC INPUT: There was no public comment 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: Mrs. Shank 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 Mrs. Hudson and passed.

UNCLASSIFIED DEPARTMENTS:

ROAD DEPARTMENT – Dan Hill was present.

Mr. Hill reported that they did some patching on Grass Valley Road. Mr. Hill stated that he went ahead and spent some additional funds on the road now, so they don't have to go up there this winter. He expended approximately \$20,000 in RTC (Regional Transportation Commission) Funds. They also installed a gate at the gravel pit in Grass Valley. The crew bladed and patched Mason and Van Diest. They also bladed Herschell, which isn't a County road, but it was necessary for emergency services. They fixed some blowouts toward the Vesco Ranch, on Dago Road, and the bottom of Unionville. Mr. Hill also installed a sign at the Landfill for the Air Quality Permit. They helped with the flu pod and also hauled sand to Coeur.

LANDFILL & RECYCLING – Dan Hill was present.

Mr. Hill reported that the crew cleaned the Imlay and Grass Valley transfer sites again. Everything is running well.

SENIOR CENTER – Mr. Rackley reported that Gisele is at Supervisor training. Ms. Canales submitted a written report. They have been delivering between 22 and 25 homebound meals the last two weeks. On Monday, October 4th, the Senior Center officially re-opened for congregate meals. With all the new staff they are working diligently to get the portion amounts correct and become comfortable with new recipes. The Center is still looking for a bus driver, so she encouraged the Board to send people her way.

Salary Resolution, G. Gonzalez: Mrs. Hudson made a motion to approve the Salary Resolution for Giana Gonzalez, hiring her at an advanced step of Admin. Clerk I/Homebound Driver, Range 23, Step 3 effective on her hire date. Motion seconded by Mrs. Shank and passed.

Salary Resolution, M. Jimenez: Mr. Rackley would like to see Ms. Jimenez start at a Step 7 as she has previous experience. The Salary Resolution would be effective October 11th. Mrs. Wesner is recommending a Step 3 with a review in 3 months.

Mrs. Shank made a motion to approve the Salary Resolution for Maria Carmen Jimenez, hiring her at an advanced step of Cook I, Range 17, Step 3, with a review and possible increase in 3 months. Motion seconded by Mrs. Hudson and passed.

Mr. Rackley also stated that there is a ServSafe class coming up in Reno and Gisele is seeing if the State will fund attendance. Mrs. Hudson stated that someone with ServSafe certification has to be on site at all times.

BUILDINGS AND GROUNDS – John Handka was present.

Mr. Handka reported that they have started winterizing all the sprinkler systems. The bathrooms will stay open as long as possible. They did have some vandalism in the restrooms again. They are also still cleaning up weeds, etc. as needed.

REQUEST FOR APPROVAL AND FUNDING FOR THE FOLLOWING PROJECTS:

Road Department, Panic Buttons, \$2,111.15: Mrs. Hudson made a motion to approve the installation of panic buttons for the Road Department in an amount of \$2,111.15 coming from the Buildings and Grounds Security line item. Motion seconded by Mrs. Shank and passed.

Community Center, Break Room door, \$1,650.00: Mr. Handka stated that this has already been ordered.

Mrs. Shank made a motion to approve the purchase of a new door for the break room at the Community Center in the amount of \$1,650.00, with Mr. Handka working with Mrs. Childs regarding the budget. Motion seconded by Mrs. Hudson and passed.

Derby Field Airport, Fuel System Dispenser, 1) \$11,266.56 or 2) \$10,473.41: Mr. Rackley stated that these funds would come from COVID grant funds for the Airport. There was some discussion regarding the two quotes.

Mrs. Shank made a motion to approve purchasing a new Fuel System Dispenser for the Airport in an amount not to exceed \$12,000. Motion seconded by Mrs. Hudson and passed.

REQUEST TO APPLY FOR POOL/PACT GRANT IN THE AMOUNT OF \$9,973.00 FOR HANDICAPPED DOOR OPENING/CLOSING ASSISTS FOR THE FRONT ENTRANCE DOORS OF THE ADMINISTRATION BUILDING, DMV, AND COMMUNITY CENTER: Mrs. Hudson made a motion to approve submitting a grant application to POOL/PACT in the amount of \$9,973.00 to purchase handicapped door opening and closing assists for the front entrance of the Admin Building, the DMV and the Community Center. Motion seconded by Mrs. Shank and passed.

Mr. Handka stated that the County will have to pay for the electrical upgrades.

PATRICIA BURKE, REQUEST FOR USE OF THE COUNTY COURTHOUSE PARK FOR “DECEMBER TO REMEMBER” ACTIVITIES, PLACING LUMINARIES ON COURTHOUSE STEPS HONORING HEROES, DECEMBER 11, 2021: Cindy Plummer was also present.

Ms. Burke gave an overview of their plans. They would like to decorate more trees in the park. They have lights donated, but don't know what power source is available. Mrs. Shank suggested battery powered lights. Mrs. Plummer stated that it would just be 5-6 feet up the trunk. It was suggested that they speak with Mr. Handka. It was noted that the High School would like to place the luminaries on the Courthouse steps honoring our local heroes on December 11th.

Mrs. Shank made a motion to approve the request to use the Courthouse Park for “December to Remember” activities and placing luminaries on the Courthouse steps on December 11, 2021. Motion seconded by Mrs. Hudson and passed.

LIBRARY – Kathie Brinkerhoff was present.

Ms. Brinkerhoff asked if the Library could be included in the automatic door opener grant. Mrs. Shank stated that the grant limit is \$10,000 so it wouldn't fit this time around. She advised Ms. Brinkerhoff to speak with Mr. Handka about other options.

Request for approval to hire part time employee: Ms. Brinkerhoff stated that she spoke with Mrs. Childs and there is money available in the budget. Mrs. Shank stated that the Commission reduced the tax rate for the Library, and she is concerned that adding a position at this time would not be sustainable. She also asked about Library numbers. Ms. Brinkerhoff stated that numbers are still down. Mrs. Shank stated that she is not in favor of hiring someone. Mrs. Hudson also worries about it being sustainable.

Mrs. Shank made a motion to deny the request to hire a part time employee for the Library. Motion seconded by Mrs. Hudson and passed.

Approval for Library staff to attend the ARSL (Association for Rural and Small Libraries) Conference in Reno, NV October 21-22, 2021 and closure of the Library on those dates: It was noted that the Conference is being held at the Nugget in Sparks. All staff would attend, and expenses will be covered by a grant. Mrs. Childs stated that her office issued a check last week for this conference. Ms. Brinkerhoff stated that the County will be reimbursed.

Mrs. Hudson made a motion to approve the Library staff attending the ARSL Conference in Reno October 21-22, 2021 and closing the Library during that time. Motion seconded by Mrs. Shank and passed.

Approval to apply for an \$838.00 LSTA Continuing Education Grant: Ms. Brinkerhoff stated that this grant would cover the Conference expenses.

Mrs. Shank made a motion to approve applying for an \$838.00 LSTA Continuing Education Grant to cover the ARSL Conference expenses. Motion seconded by Mrs. Hudson and passed.

Approval to apply for American Rescue Plan Grant in the amount of \$20,000.00 to digitize the entire microfilm collection and also newspaper copies: Mrs. Shank made a motion to approve applying for an American Rescue Plan Grant in the amount of \$20,000.00 to digitize the entire microfilm collection as well as newspaper copies. Motion seconded by Mrs. Hudson and passed.

Ms. Brinkerhoff stated that the Friends of the Library are gearing up for the annual Christmas Fair. The Library is not holding Story Hour this year due to the limited space in the classroom. Mr. Shields wanted to talk to the Board about the grant process. He feels, countywide, we have gotten lax in following procedures. The grant application should go before the Board for approval before being submitted. Mr. Shields stated that the application should go to Mrs. Childs first and she will place it on the agenda for approval. There are, of course, instances where we are up against a deadline, but Mrs. Childs should still be made aware and emergency approval should be obtained.

Ms. Brinkerhoff stated that previously, if it was a grant that was ongoing, it didn't need approval every year. Mr. Shields stated every grant app needs to go to Mrs. Childs and then the Board.

PERSHING COUNTY FIRE / AMBULANCE –

LOVELOCK FIRE/AMBULANCE: Chief Wilcox reported that for September they had 44 calls. Chief Wilcox and Patty Bianchi met with Mrs. Wesner to work on the job description for the EMS Coordinator. The Department is still working on their CEU training. On October 18th they will be doing Firefighter I and II testing put on by the State.

RYE PATCH: Mr. Rackley received a written report from the Department.

MIKE HEIDEMANN, FIRE DEPARTMENT GRANTS AND TRAINING REPORTS: Mr. Heidemann reported that the Training Grant would have had to be turned back over as it expired on September 22nd; however, he received a final extension through March 22nd.

Mr. Heidemann also spoke about the North Lyon Fire District. It was established before Fernley became a City.

COMMUNITY CENTER – Mrs. Hudson stated that Ms. Canales is still taking care of both the Community Center and the Senior Center facilities. Mrs. Hudson would like to see her get some comp time. Mrs. Childs stated she is not currently putting comp time on her timecard; she is getting paid overtime.

Cheryl Bjerke, Domestic Violence, Request for waiver of rental fees for annual Soup and Salad Dinner on October 9, 2021: Mrs. Lusby-Angvick, former Community Center Coordinator, stated that fees are not normally waived for fundraisers.

Mrs. Shank made a motion to deny the request from Domestic Violence to waive the rental fees for their annual Soup and Salad Dinner, per the Community Center policies. Motion seconded by Mrs. Hudson and passed.

Mrs. Childs stated that she has been checking the mailbox for the Community Center and is completing the vouchers. She would like to continue doing so until we know a permanent coordinator is in place.

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

Mr. Evans gave the Board his monthly reports. There will be a Planning Commission meeting tonight to review a Special Use Permit for the solar project and also a parcel map.

REQUEST FOR FUNDS TO ENGAGE FARR WEST ENGINEERING TO PREPARE COST FOR NEW WATER STORAGE TANK FOR THE IMLAY WATER SYSTEM – Mr. Evans stated that he emailed the Board the report from Blue Aqua Diving. The well is very clean, but there is rust on the floor at the bottom of the tank. He stated that before he speaks with Farr West the Board needs to decide if a new tank is wanted and what size. Mr. Rackley asked how we go about repairing the tank, while still serving water. Mr. Evans stated that there is a company that specializes in that and they would set up a temporary tank. Mrs. Shank thought it would be best to fix the current tank to use as a backup and purchase a new tank as well. She stated that American Recovery Funds can be used for this project. Mrs. Hudson also mentioned other grants. Mr. Evans stated that if we are looking at using grant funds, someone else needs to write and manage them - not him. Mrs. Shank asked Mr. Evans to get some quotes.

Mrs. Shank made a motion to approve engaging with Farr West Engineering to prepare cost estimates for a new water storage tank for the Imlay Water System. Motion seconded by Mrs. Hudson and passed.

APPEAL REQUEST FROM DESERT MOUNTAIN SURVEYING ON BEHALF OF BART AND PENNY WADFORD TO OVERTURN THE DECISION TO DENY THEIR PARCEL MAP APPLICATION BY THE PLANNING COMMISSION ON SEPTEMBER 1, 2021 – John Milton from Desert Mountain Surveying was present. Mr. Milton stated that the application was denied based on water availability. Mr. Milton contacted the State Water Engineer, which informed him that there are no current restrictions in Grass Valley. He also mentioned that Humboldt County has an agreement with the State Water Engineer that any parcels under 5 acres have to relinquish their water rights in order to be permitted for a domestic well.

Mrs. Hudson stated that we already know that this basin is over appropriated and the State Water Engineer would agree. She also stated that the nitrate levels are astronomical.

Mr. Rackley stated that the State Water Engineer is the one granting the permits. Maybe we should look at entering into an agreement with them as well.

Mr. Shields stated that we currently have a contract with Farr West to do a water study so we can move forward and have factual findings in order to approve or deny these requests. Mr. Shields applauded the Planning Commission; however, the findings can't be based on conjecture or feelings.

Carl Clinger stated that the County's Water Resource Plan says it is over appropriated. Mr. Shields stated that the Plan isn't concrete. The State Water Engineer has not come in and shut any of those basins down.

Mrs. Hudson made a motion to approve the request from Desert Mountain Surveying on behalf of Bart and Penny Wadford to overturn the Planning Commission's decision to deny their parcel map application based on not having sufficient findings. Motion seconded by Mrs. Shank and passed.

Mr. Wadford also spoke about some complaints that were filed. He felt he was being harassed. He is concerned that, to his knowledge, no one from the County came out and looked to see if there was any substance to the allegations. It was noted that Code Enforcement did eventually go out.

APPEAL REQUEST FROM DESERT MOUNTAIN SURVEYING ON BEHALF OF ALEXIS AND MARSHA RAJ TO OVERTURN THE DECISION TO DENY THEIR PARCEL MAP BY MERGER AND RE-SUBDIVISION APPLICATION BY THE PLANNING COMMISSION ON

SEPTEMBER 1, 2021 – Mrs. Hudson made a motion to approve the request from Desert Mountain Surveying on behalf of Alexis and Marsha Raj to overturn the Planning Commission’s decision to deny their parcel map by merger and re-subdivision application based on not having sufficient findings. Motion seconded by Mrs. Shank and passed.

UNCLASSIFIED DEPARTMENTS, CONT.D:

IT DEPARTMENT – Justin Abbott was present.

Mr. Abbott reported that there were a couple outages that have since been resolved. A firewall in the Admin Building was taken out by a power outage. DMV and Voter Registration were down for approximately a week. Mr. Abbott has been working with NNIS to get all the facilities pointed at the Sheriff’s Office. The NNIS project should be completed by the end of the month. Mr. Abbott has a meeting next week with Danny Bax regarding the AT&T project. He was also contacted by OSIT (Office of Science, Innovation & Technology) to schedule a meeting about Broadband. Mr. Abbott has been receiving quite a few support requests, including new equipment requests. Due to shipping delays, there is a 30-45 day lead time on receiving computer equipment.

Mrs. Hudson asked about the phone system. Mr. Abbott sent out a spreadsheet to each department for the programming.

ECONOMIC DEVELOPMENT – Heidi Lusby-Angvick was present.

Mrs. Lusby-Angvick stated that there is a Western Nevada Development District Retreat on November 2nd and 3rd. Mrs. Lusby-Angvick and Jan Morrison held a housing meeting in Winnemucca with several of both counties’ large employers. The first reporting for the Nevada 95/80 grant is in the works currently. The Nevada US 95/I-80 Futures Conference will be held on October 28, 2021 at the Boys & Girls Club in Winnemucca. Through the current Brownfield Grant, Mrs. Lusby-Angvick applied for a technical assistance grant and they were approved for a marketing study on the Industrial Park.

PUBLIC DEFENDER – Steve Cochran was present.

Mr. Cochran reported that there has been an uptick in his case load. They received three applications for the Case Manager position. Two candidates were interviewed, and Mr. Cochran will turn over his recommendation to Mr. Shields. Mr. Cochran also stated that he received notification that no inmates will be allowed into the Jail without a negative COVID test.

ELECTED DEPARTMENTS:

LACEY DONALDSON, CLERK-TREASURER – *Approval of corrections/changes to the Tax Roll:* Mrs. Donaldson didn’t have anything to report and did not submit any corrections or changes to the Tax Roll.

RENE CHILDS, RECORDER-AUDITOR – Mrs. Childs gave the Board the month end reports. The Eide-Bailly Auditors are currently in house.

Inland Business Systems, Sierra Office Concept Copy Invoices (huge increase and overages in copies): Mrs. Childs stated that our copy fees increased over \$800 for color copies at the Courthouse. She is suggesting having Sierra Office set up a code for each department so the usage can be tracked.

LAUREEN BASSO-CERINI, ASSESSOR – *Approval of the Open Roll Log, NRS 360.250 (3), NRS 361.310 (4), NAC 361.154:* Mrs. Shank made a motion to approve the Open Roll Log per NRS 360.250 (3), NRS 361.310 (4), and NAC 361.154 as presented. Motion seconded by Mrs. Hudson and passed.

Morgan Root, Request for approval for outside employment: Ms. Basso-Cerini stated that Ms. Root is helping her uncle set up a new business and she has no concerns.

Mrs. Shank made a motion to approve Morgan Root’s request for outside employment. Motion seconded by Mrs. Hudson and passed.

BRYCE SHIELDS, DISTRICT ATTORNEY – Mr. Shields will be attending a Civil Law Conference next Wednesday through Friday. They are currently in the hiring process for the employee for the Deputy Public Guardian position funded by FCC, which closes on 10/26. This will free up staff to do the minutes for the Planning Commission. The only problem is there is no space for a new employee. Mr. Shields will be working with Mr. Abbott on rearranging the office, but would like to see a new space found for Mr. Abbott. Mrs. Shank thought that maybe the Safety office at the Annex would work. Mr. Abbott stated that if there is some storage space available, that would work until they hire additional IT staff.

PROCLAMATIONS AND AWARDS: ROCIO OLIVAS, 20 YEARS – Ms. Olivas was not available today, but the Board thanked her for her service.

DERBY FIELD AIRPORT: UPDATE – Mr. Rackley stated that he was in a meeting with other airports and was asked several times where we were at getting a courtesy car out there.

APPROVAL OF LEASE RENEWAL FROM \$3,600.00 TO \$4,800.00 AND APPROVAL OF SUBSTITUTING VTS WITH VOYAGER SPACE HOLDINGS – Mrs. Hudson made a motion to approve the lease renewal with an increase from \$3,600 to \$4,800, substituting VTS with Voyager Space Holdings. Motion seconded by Mrs. Shank and passed.

UPDATE ON FAA GRANT FOR TAXIWAY – It was noted that the County received notice that the grant has been put on hold. This does not affect the current Taxiway Planning Grant.

UPDATE FROM EMERGENCY MANAGEMENT RELATING TO COVID-19; LIST OF PROPOSED PROJECTS, PRIORITIZING AND CHANGING/AMENDING THE PROJECTS FOR ALLOCATION OF THE COVID-19 AMERICAN RESCUE PLAN FUNDING FOR PERSHING COUNTY IN THE AMOUNT OF \$1,306,252.00: Mrs. Shank stated that she spoke with Churchill County and they are going to use a large portion of their funding for the Sheriff's Department, which will free up funding to be used how they want. Pershing County was able to show a revenue loss of approximately \$800,000. Mrs. Shank spoke about purchasing a new ambulance. Mrs. Hudson stated that replacing the brush truck for Grass Valley should be a higher priority. Mrs. Shank spoke with Donovan Walker from the BLM. The Lovelock Department will be receiving one of their surplus units in a few months. She asked if their current unit would work for Grass Valley. Mr. Rackley stated that it will not. She stated that if Lovelock doesn't need it right away, maybe it could be diverted to Grass Valley. There is also another round of surplus units coming available in the near future.

Mr. Rackley spoke about the waterline for Derby Field. Mr. Rackley wants to see money allocated for this project. Mrs. Shank stated that they have listed \$400,000.00 for this project, but until we have actual figures and with the cost of pipe, it's not something we will do right away. Mr. Rackley is concerned that if money is not earmarked, the project will be left to the wayside. Mrs. Hudson stated that there are other issues going on in the County that should have a higher priority.

Mrs. Childs stated that we need to better document the use of these funds. The audit for the CARES funds has been unreal. She asked who is going to track these expenditures. Mrs. Shank also stated that we don't have to spend this all at once. Mrs. Hudson stated that public hearings also need to be held, so that the public has input. Mr. Shields asked why we don't have an item on the next agenda to discuss these things and make a plan.

REPORT FROM LEGAL COUNSEL: Mr. Shields spoke about the Indigent Defense position. Mr. Cochran extended an offer to fill that position; however, Mr. Shields was contacted by Marcie Ryba and informed that the Indigent Defense Commission must approve the applicant as well. He is trying to get the necessary information to Ms. Ryba for approval, but will also request that this person answer to the Board of Commissioners.

INTERVIEWS FOR PERSHING COUNTY COMMUNITY CENTER COORDINATOR:
The Board received three applications. One of the candidates did not respond. The Board interviewed Kelly Thompson and Dianne Munden.

SELECTION OF PERSHING COUNTY COMMUNITY CENTER COORDINATOR AND SET SALARY: Mrs. Hudson made a motion to offer the Community Center Coordinator position to Dianne Munden. Motion seconded by Mrs. Shank and passed.

It was noted that the salary for the previous Coordinator was \$16.00 per hour.

Mrs. Hudson made a motion to set the salary for the Community Center Coordinator at \$16.00 per hour with a review in six months. Motion seconded by Mrs. Shank and passed.

REPORT FROM ADMINISTRATIVE ASSISTANT / HR REP: Mrs. Wesner did not have anything to report.

ITEMS FOR FUTURE AGENDAS: The Board would like to add a workshop for the American Rescue Plan Funding on the next agenda. Mr. Shields suggested that the Board list items on the agenda for discussion, prioritization, etc.

CORRESPONDENCE: The Board received letters from Churchill County and Lincoln County.

MATTERS OF THE BOARD FOR DISCUSSION, BOARD MEMBER REPORTS, BOARD LIAISON REPORTS: The Board did not have anything further to add. Mr. Rackley did say they all attended NACO (Nevada Association of County Officials), which was a good conference. Mr. Rackley also attended an Aviation Association meeting.

PUBLIC INPUT: There was no public comment at this time.

VOUCHERS: Mrs. Hudson made a motion to approve the vouchers as submitted with the exception of vouchers for Vendor #556 and #681, Larry Rackley. Motion seconded by Mrs. Shank and passed.

Mrs. Shank made a motion to approve the vouchers for Vendor #556 and Vendor #681, Larry Rackley. Motion seconded by Mrs. Hudson. Mr. Rackley abstained. Motion carried.

WORKSHOP WITH PERSHING COUNTY ELECTED/NON-ELECTED DEPARTMENT HEADS; DISCUSSIONS REGARDING BUDGETS, GOALS, POLICIES, PERSONNEL AND OTHER MATTERS RELATING TO THE COUNTY DEPARTMENTS:
Most of the County's department heads met with the Board and discussed various concerns.

As there was nothing further to come before the Board, the meeting adjourned at 2:14 p.m.

Approved 11/03/21: _____/s/
Larry Rackley, Chairman

Attest: _____/s/
Lacey Donaldson, Clerk