

**NOVEMBER 15, 2017**

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. McDougal made a motion to approve the October 18, 2017 regular meeting minutes as submitted. Motion seconded by Mr. Rackley and passed.

**PUBLIC INPUT:** Carolyn Hultgren wanted to remind everyone that the 39<sup>th</sup> Annual Christmas Craft Fair is on December 2, 2017. She also informed the Board that the Chamber of Commerce will have craft booths on that day as well. Mrs. Hultgren also spoke about Bill HR2957, which was submitted to Congress and supported by the National Rural Health Association named "Save Our Rural Hospitals".

Linda Whyte had concerns about the Lovelock Correctional Center, stating that they lied to Pershing County about releasing inmates into the area, specifically pedophiles. Mrs. Whyte asked if the Board could look into whether or not the County had entered into an agreement with the Prison when it opened. She also spoke about Code Enforcement in the City, stating that there are some properties that look really bad and asked if the County could do something.

**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 agenda items #11 and #12, both regarding marijuana dispensaries, could 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** – A written report was submitted by Mr. Hill and read by Commissioner Rackley. They are getting the snow plows put together. The Imlay truck is down, so they borrowed a truck from the Landfill. Mr. Hill is still working on a bridge maintenance list for NDOT (Nevada Department of Transportation). Blades are working in Grass Valley, Pleasant Valley and the Lovelock Valley. They started a graveling project on the back side of Rye Patch Road. The screening plant is in Buena Vista Valley and they will move it next week.

**LANDFILL & RECYCLING** – Mitch Nielsen was present.

Mr. Nielsen reported that the fire is 100% contained and they will start working on rehab tomorrow. Mr. Nielsen stated that he received a call that the Grass Valley bins were full. Three bins came in from there on Sunday. He called Hoss Disposal, but apparently the message was not relayed to the driver.

The new employee is doing very well. He completed his MSHA (Mine Safety and Health Administration) training and CPR (Cardiopulmonary Resuscitation) training. They are working on scheduling his online OSHA (Occupational Safety and Health Administration) training.

**BUILDINGS & GROUNDS** – John Handka was present.

Mr. Handka reported that they are getting all the decorations prepped to put up after Thanksgiving weekend. They have been testing all the lights and the tree will be delivered the day after Thanksgiving.

They have also been doing some work at Derby Field to prep for the utility installation at the trailer. The propane company is supposed to be here today. Mr. Handka stated that they are still waiting on the State Inspection. Once the patching inside is done he will paint.

They have been busy cleaning up leaves. Solar lights were installed at the art work at Exit 105.

*Approval of contract with Tyco SimplexGrinnell for duress button/fire communicator installation at various county buildings in the amount of \$20,739.00 to be paid from County Capital Improvements Fund and annual recurring costs for monitoring and maintenance for each building to be paid from the budget:* Mr. McDougal would like to see a comparison of what we were paying in the past. Mr. Handka stated that the previous system was \$20 for the Courthouse only, but they were not monitoring and inspecting as they should have been. Mr. McDougal stated he didn't disagree with the need, but doesn't see that the annual costs are budgeted.

Mrs. Munk suggested applying for a POOL/PACT grant for the purchase and installation of the system.

Mr. Rackley made a motion to approve the contract with Tyco SimplexGrinnell for duress buttons/fire communicator installation at various county buildings in the amount of \$20,739.00 contingent on obtaining a POOL/PACT grant to cover the cost. Motion seconded by Mr. McDougal and passed.

*Frontier Days Committee, Request to use Courthouse Park July 26-29, 2018 for the 2018 Frontier Days Event:* Linda Whyte was present on behalf of Frontier Days.

Mrs. Whyte stated that the 2018 event will be their 50<sup>th</sup>. Mrs. Whyte stated that last year they had issues with power. Mr. Handka stated that there isn't a solution that wouldn't cost the County thousands of dollars. Mrs. Munk suggested that the band rent a generator.

Mr. McDougal made a motion to approve the request of the Frontier Days Committee to use the Courthouse Park July 26-29, 2018 for the annual Frontier Days event. Motion seconded by Mr. Rackley to include the closing of the parking lot between the Courthouse and the Library. Motion carried.

PERSHING COUNTY FIRE/AMBULANCE – Chief Nathan Carmichael was present.

*AMBULANCE/LOVELOCK FIRE DEPT.:* Chief Carmichael stated that they are back up to 22 members. He is expecting one or two of them to drop off due to retirement and/or training requirements. Mrs. Pritchard completed all the paperwork with the State for Dr. Van Gilder. They will be starting an EMT (Emergency Medical Technician) class on November 27<sup>th</sup>. They have been busy with multiple fire and ambulance calls.

**PROCLAMATIONS AND AWARDS: FIRE FIGHTERS APPRECIATION** – Commissioner McDougal read a Proclamation extending the sincerest thanks and appreciation to the local firefighters.

**UNCLASSIFIED DEPARTMENTS, CONT.D:**

SAFETY/GRANT WRITER – Pam Munk was present.

Mrs. Munk reported that she has been in contact with the Nevada Cancer Coalition Sun Smart Schools Program. They provide grant funding for sun shades for swimming pools and playgrounds. The school district would have to buy-in to their curriculum. They also provide a year's worth of sunscreen.

Mrs. Munk would like to apply for a Kaboom Grant in the amount of \$20,000 for the new playground equipment. She did the initial paperwork and photos and measurements are due today. It does require a grant match, but volunteer time and fundraising can be used. An item will have to be put on the next agenda for formal approval. Mrs. Shank also reminded Mrs. Munk to give Mrs. Childs copies of all grants.

Mrs. Munk has also been looking at an Economic Development Grant and was told to work with Mrs. Lusby-Angvick and get the information to Mrs. Wesner for the next agenda.

Mrs. Munk mentioned that she will be attending the downtown revitalization meeting tonight and she would like to piggy-back on their 501c3 status for the playground grant.

Mrs. Munk would like to attend a grant writing workshop in Phoenix, Arizona February 6-8. She would need funds for the registration fee, which is \$1,095, and for a plane ticket. It was suggested

that Mrs. Munk speak with Mrs. Childs in regards to funding availability and then an item can be put on the next agenda. Mrs. Munk stated that she does have money available in the Safety budget, but isn't sure if it can be used for this.

Mrs. Munk stated that the booth registration fee for the Depot craft fair will go towards the playground fund.

On May 19<sup>th</sup> she would like to close down Main Street for a Street Fair. There will be a New Year's Eve party at the Community Center. It will be family friendly, non-alcoholic, and have an 80's prom theme.

Mr. McDougal stated that he has seen several Boys and Girls Clubs opened with funding from Pennington. He doesn't necessarily think we could sustain a club, but the swimming pool will need to be re-built at some point and this may be an avenue for funding.

Mr. Rackley asked that she reach out to Senator Heller's and Senator Cortez Masto's offices in regards to grant funding for law enforcement facilities.

Mrs. Munk stated that the volunteers had their safety training on October 26<sup>th</sup>. She held two classes and there were about 35 that didn't participate. Mrs. Munk does need an updated list of volunteers. She will be holding safety training for the Search and Rescue on November 18<sup>th</sup> and will go out to the Road Department to do there's on February 1<sup>st</sup>. The online training is ready to go; however, Mrs. Munk is having log in issues.

*Review and approval of Grant Writer job description:* Mr. McDougal made a motion to approve the Grant Writer job description as submitted. Motion seconded by Mr. Rackley and passed.

#### **DERBY FIELD AIRPORT, APPROVAL OF ANY REPAIR COSTS TO MOBILE**

**HOME:** Mr. Rackley stated that there are some places where the sheet rock is cracked. Mr. McDougal did do a walk through and most of the issues are cosmetic. Mr. McDougal stated that Mr. McKinney's agreement with Nile Valley ends November 30<sup>th</sup>, but they would like to see it end sooner.

Mr. McDougal made a motion to approve any repair costs for the Derby Field mobile home not to exceed \$500.00. Motion seconded by Mr. Rackley and passed.

#### **ELECTED DEPARTMENTS:**

**JERRY ALLEN, SHERIFF** – Sheriff Allen stated that he is having some issues with his budget as there are five invoices from last year that didn't come in until recently. He is trying to rectify one of those as it was supposed to be covered under a maintenance warranty, but the others will have to come out of this year's budget. Sheriff Allen also stated that he just lost his dispatch computer. One new hire has completed some of the preliminary requirements and should start soon. There is still one open position. Sheriff Allen stated that they will also be assisting the City as they are losing two officers.

*Request for approval of "out of state travel" for Deputy Dickerman to attend DARE training in Tennessee December 3-15, 2017 to be paid from Frontier Community Coalition funds:* Sheriff Allen stated that the Frontier Community Coalition will reimburse us for airfare, hotel and rental car fee. Mrs. Childs stated that she emailed Jeff Munk for clarification and he replied that they would also cover the Deputy's per diem.

Mr. Rackley made a motion to approve the out of state travel for Deputy Dickerman to attend DARE training in Tennessee December 3-15, 2017 with the travel costs being reimbursed by the Frontier Community Coalition. Motion seconded by Mr. McDougal and passed.

**UPDATE ON PROGRESS OF SITE LOCATION, DESIGN, FUNDING, AMENITIES, AND CONSTRUCTION OF POTENTIAL NEW LAW ENFORCEMENT CENTER:** Mr. Shields is working with the architect on a Contract for Services and they may have it ready for the December 6<sup>th</sup> meeting.

Mr. Rackley stated that the property owners have not responded regarding our sale proposal. On the lot that the County does own, there are 7 trees that need to come down. Dan Knisley has stated that his employees could do it. An item will be put on the next agenda for possible approval.

Sheriff Allen stated that the American Jail Association Conference is scheduled April 21-25, 2018 in Sacramento and he and/or a staff member is planning on attending. He also suggested that a Commissioner attend.

**ELECTED DEPARTMENTS, CONT.D:**

**LACEY DONALDSON, CLERK-TREASURER** – Mrs. Donaldson reported on the status of the new voting equipment. Dominion will be here before the end of the year to pick up the old equipment and then will deliver the new equipment in January or February. The first payment is in today's run and Mrs. Donaldson will submit the paperwork to obtain reimbursement from the State.

*Approval of corrections/changes to the Tax Roll:* Ryle – Mr. McDougal made a motion to approve the Tax Roll Adjustment for Louis Ryle, APN #001-171-02, adding a 100% Disabled Veteran's Exemption. Motion seconded by Mr. Rackley and passed.

**RENE CHILDS, RECORDER-AUDITOR** – Mrs. Childs gave the Board the monthly fund balance report.

**KAREN STEPHENS, JUSTICE COURT** – *Approval of construction bids for Justice Court remodel to be paid for from JP Admin Fund and approval of Justice of the Peace office remodel from County Capital Improvement Fund:* Bids were received as follows:

Katsaris Construction	\$22,000.00
Michael Clay Corporation	\$14,321.80

Mr. McDougal made a motion to accept the bid from Michael Clay Corporation in the amount of \$14,321.80. Motion seconded by Mr. Rackley and passed.

Mrs. Childs stated that the remodel of the Judge's Chambers cannot be paid for with JP Admin money. It was also noted that it is not a budgeted item in the Capital Improvement Fund.

Mr. McDougal amended his motion to pay \$1,346.00 for the Judge's Chambers out of the Capital Improvement Fund. Motion seconded by Mr. Rackley and passed.

**BOARD APPOINTMENTS/RESIGNATIONS/ VACANCIES:** There were no board appointments, resignations or vacancies discussed.

**GRASS VALLEY ADVISORY BOARD:** Paul Schlehr was present.

Mr. Schlehr was just appointed at the last Commission meeting. He asked about a use policy for the Grass Valley Community Center. Mr. Schlehr was told to speak with Mrs. Lusby-Angvick as it is believed she and Annette Stripe had been working on one.

**PERSHING COUNTY IT TECHNICIAN POSITION: RECOMMENDATION FROM INTERVIEW PANEL AND APPROVAL OF OFFER OF EMPLOYMENT** – Mrs. Wesner stated that the interview committee consisted of herself, Rene Childs, Lacey Donaldson, Abi Generoso, and Sean Kearney from ADS. There were four really good candidates and the committee would like to recommend Justin Abbott.

Mr. Abbott was present at the meeting. Mrs. Shank asked him to tell the Board about himself. Mr. Abbott stated that he is a recent transplant to Lovelock from Fallon. He previously worked for CC Communications in their Managed Services Department. He has approximately 10 years of experience in a formal IT position. Mrs. Shank asked if he was familiar with servers. Mr. Abbott stated that he does have experience with different servers.

Mrs. Shank asked if the committee had discussed a salary range and a start date. They did not.

The Board agreed on a starting salary of \$40,000 with benefits and a start date of November 20, 2017.

Mr. Rackley made a motion to offer employment to Justin Abbott as the Pershing County IT Technician, with a starting salary of \$40,000 and a start date of November 20<sup>th</sup>. Motion seconded by Mr. McDougal and passed.

Mrs. Wesner expressed to the Board the need for all Department Heads to be informed that Mr. Abbot is the County's IT and outside IT should not be used. The Board agreed.

The meeting recessed at 10:12 a.m. and reconvened at 10:15 a.m.

**PUBLIC HEARING ON BILL #331, AN ORDINANCE AMENDING CHAPTER 5.04, TITLE 5, OF THE PERSHING COUNTY CODE; AMENDING THE CODE TO REQUIRE COMPLIANCE WITH ZONING, TAX AND OTHER ORDINANCES AS A CONDITION OF MAINTAINING A BUSINESS LICENSE; AUTHORIZING THE BOARD OF COUNTY COMMISSIONERS TO SUSPEND OR REVOKE THE BUSINESS LICENSE OF A PERSON FOUND TO BE IN VIOLATION OF THE PROVISIONS OF TITLE 5:** Mrs. Shank asked for public comment and there was none.

Mr. Shields gave an overview of the changes. One such changes is that a business license can be suspended or revoked if any real or personal property taxes are more than 60 days delinquent.

Carolyn Hultgren stated that there had been someone running a business in the Humboldt River Ranch without a license. Mr. Shields stated that is a misdemeanor.

Mr. McDougal made a motion to adopt Ordinance #331 amending Chapter 5.04, Title 5, of the Pershing County Code. Motion seconded by Mr. Rackley and passed unanimously.

**FIRST READING OF PROPOSED ORDINANCE PROHIBITING MEDICAL AND RECREATIONAL MARIJUANA ESTABLISHMENTS IN PERSHING COUNTY:**

Commissioner McDougal introduced Bill #333 and read it by title as follows:

**AN ORDINANCE AMENDING TITLE 17, CHAPTER 326, TO PROHIBIT MEDICAL MARIJUANA ESTABLISHMENTS AND RECREATIONAL MARIJUANA ESTABLISHMENTS WITHIN THE UNINCORPORATED AREAS OF PERSHING COUNTY.**

Mr. McDougal had issue with using the word "Marijuana". Mr. Shields stated that is the legal term as defined by State and Federal Law.

**CORRESPONDENCE:** There was no correspondence discussed.

The meeting recessed at 10:25 a.m. for a litigation meeting and reconvened at 10:49 a.m.

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

**REPORT FROM ADMINISTRATIVE ASSISTANT:** Mrs. Wesner reported that she, Mrs. Childs and Mrs. Donaldson, along with Sean Kearney from ADS conducted the interviews of four candidates for the IT position. All four candidates were very qualified. There was a Department Head meeting with John Bates from POOL/PACT yesterday. Mrs. Wesner stated that she would be out of the office starting tomorrow through the 28<sup>th</sup>.

**UPDATE ON THE PERSHING COUNTY ECONOMIC DEVELOPMENT AND CONSERVATION ACT:** The Board did not have any new information. Commissioner Rackley spoke with Senator Dean Heller and he doesn't feel they can proceed without Senator Cortez Masto's by-in.

**ITEMS FOR FUTURE AGENDA:** There was no discussion.

**MATTERS OF THE BOARD FOR DISCUSSION, BOARD MEMBER REPORTS, BOARD LIAISON REPORTS:** Mr. Rackley stated that the Senior Center Advisory Board meeting was cancelled due to quorum issues. They did not have a quorum for the Recycling Board either, but they shipped everything out, but cardboard last week. They had 23 metered bales. The TV Board met last night. The Volunteer Advisory Board will have abuse training on December 6<sup>th</sup> and a regular meeting on December 12<sup>th</sup>. Mr. Rackley stated that he has confirmation from five people who are willing to serve on the 911 Advisory Committee. They have all been told to submit a letter.

Mr. McDougal didn't have anything to report.

Mrs. Shank attended the Cemetery Board meeting. She also spoke about the transition to the new website, which should happen soon.

**PUBLIC INPUT:** There was no public input at this time.

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

**PUBLIC INPUT:** There was no additional public input at this time.

As there was no further business to come before the Board, the meeting adjourned at 11:08 a.m.

Approved 12/20/17: \_\_\_\_\_/s/  
Carol Shank, Chairwoman

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