



Board of Mineral County Commissioners

Hawthorne, Nevada

January 18, 2017

The Honorable Board of Mineral County Commissioners met this day in a regular session with the following people present:

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| Honorable Garth Price | Chairman |
| Honorable Jerrie Tipton | Vice-Chairman |
| Honorable Chris Hegg | Member |
| Honorable Christopher Nepper | Clerk-Treasurer |
| Honorable Sean Rowe | District Attorney |

1. Pledge of Allegiance and Safety Message

The Pledge of Allegiance was lead by Commissioner Tipton.

No Safety Message was given.

2. Public Comment

Honorable Christine Hoferer said she had set up the Legislative Council notifications, some people were receiving incorrect notifications, and she has corrected the notification information.

3. Approval of Agenda/Necessary Changes

Item number 11 on the agenda was skipped in error.

Public Comment: None

A MOTION WAS MADE BY Commissioner Tipton, seconded by Commissioner Hegg and unanimously carried by the Board to approve the agenda and changes as presented.

4. Accounts Payable Vouchers, Credit Card Approval Form Requests, Capital Outlay Purchase Orders and Auditor's Cash Report by Fund presented for review, discussion and possible action.

Vouchers were presented to the Commissioners by Ms. Hoferer.

No capital outlay requests were presented.

Barbara Owens turned in a credit card request for \$2,000.00, to purchase items to set up a ceramics room.

Public Comment: Mr. Nepper asked if the school had any surplus ceramic supplies, it was stated the school was still using their ceramic equipment.

A MOTION WAS MADE BY Commissioner Tipton, seconded by Commissioner Hegg and unanimously carried by the Board to approve credit card approval form request from Parks & Recreation not to exceed \$2,000 to purchase ceramic supplies.

5. Treasurer's Accounting Fund Summary Balance Report and Financial Horizon Credit Union Accounts Report – presented for review, discussion and possible action.

Financial Reports were presented to the Commissioners.

Public Comment: None

6. Reports and Correspondence

Deputy Clerk Treasurer read into the record the following letters:

A resignation letter received from Sue Silver from the Mineral County Museum, effective January 29, 2017.

A resignation letter received from Sherry Rhyne from the Mina Town Advisory Council.

A letter received from Nevada Division of Environmental Protection (NDEP), Public Notice that an updated listing of the hazardous waste facility permit modification was approved by the NDEP is available for review.

Public Comment: None

7. Minutes of January 3 and January 4, 2017 – for review and possible action.

Public Comment: None

A MOTION WAS MADE BY Commissioner Tipton, seconded by Commissioner Hegg and unanimously carried by the Board to approved minutes of January 3, and January 4, 2017 as presented.

8. Carla James – For consideration and possible action relative to the BLM program updates.

Ms. James reminded the Board our new BLM representative, Kenneth Collins, would be starting in February.

A Preliminary Resource Management Plan is being reviewed and would be released Spring or Summer 2017.

The State BLM Office, Range Permit Team would be holding a workshop class Saturday, January 21, 2017 in Fallon on Safe Grass issues.

Commissioner Tipton asked Ms. James to remind the company from Marrietta they needed to come before the Planning Commission. Ms. James stated her office sent a letter to the company regarding permits and her office requested the company to come before the Mineral County Regional Planning Commission.

Public Comment: None

9. Quarterly Sponsored Grants Status and Departmental “Look Ahead” Projections/Reports for Mineral County – For consideration and possible action relative to the status of current/open grant funded projects presented to the Board, by the following grant project managers (as applicable) and projects/reports presented to the Board by County Department heads as follows.

Honorable Dorothy Fowler, Assessor – Not present

Mike Fontaine, Building Inspector – Mr. Fontaine presented the Board with a quarterly report document. Luning Solar is constructing their O&M Building for maintenance services. They are working on getting their certificate of operation, and providing his office with engineer’s reports, finalization of testing reports, some items were rejected and sent back to their engineer, items are being replaced because the original item did not meet code.

He was also working with the State Floodplain group for the purpose of remapping the county.

Cherrie George, Care & Share – Ms. George presented the Board with a quarterly report document and reviewed the Care & Share grants. She would be applying for a new grant this year for care giver services.

Over all program participation is up for last quarter over the same quarter last year.

There was a decrease in program income, they suggest a donation of \$2.50, however the average donation was \$1.90 for meals served at the senior center and .85 cents for delivered meals.

Carla Hemmer, CAHS – USDA Grant used to repair wall insulation and purchased cooler and is closed out. The CDGB grant closed last year that updated the entryway. New grant from Catholic Charities benefit enrollment center to help people with services that maybe available to them.

Honorable Christopher Nepper, Clerk-Treasurer – Mr. Nepper, we are working the CDGB Grant, the tax sale is set for April 17, still working on the phone system. Our office is also working on cross training.

Staci Emm, Cooperative Extension – Not present

Honorable Sean Rowe, District Attorney – No grants to report, staff is working on

statistics and data for Mineral County, and preparing budgets, in addition to keeping up with the normal flow of business.

Patrick Hughes, Emergency Management – Gave update on grants. Ambulance billing from REMSA getting better. Fire & Prevention Grant was denied, all funds were spent prior to receiving the request. Working on year end compliance requirements.

Charles Mann, Fire Department – Mr. Mann, Medicare recertification was completed and submitted on January 15th, 70 EMS calls in the last 49 days, 18 billed at BLS (basic life support), billed at 52 ALS (advanced life support), billed out \$57,047.00 in services. Training for seasonal fire fighters started. EMT Basic and Advanced classes due to start mid February. Trip ticks, Infers 94-96% compliant. In the near future replacement of A1 ambulance would need to be considered. Weather related items, they had seen an increase in rollovers.

Larry Grant, Hawthorne Utilities – Review of CDBG Grant Regional Water Plan received \$27,000.00, we have used \$14,564.00. Received funding from SRF (State Revolving Funds), our match was \$3,000.00. Facility Grant from USDA for security equipment. Mr. Grant is the Nevada representative for the Landfill Association. Next quarter, they expected to start fencing at the landfill. Scale at the landfill would be installed by July. Sewer, working on cleaning out old ponds, must be complete by June 2017. Will be requesting SRF funding in April for the Wetlands. Will build some sand fencing at the ponds. Sanitary survey complete and good. Babbitt tank on Armory Road needs to be painted. There was interest from someone taking over the Walker Lake garbage haul.

Curtis Schlep, Juvenile Probation – Not Present

Wanda Nixon, Public Health Nurse – Not Present

Honorable Jay Gunter, Justice of the Peace – Not Present

Courtney Oberhansli, Library – Ms. Oberhansli presented the Commissioners with a handout. She reviewed the status of grants for the Library. With the assistance of public works Library landscaping will be updated. Library Assistant Director was attending a conference aimed at middle school children and how to help them to be college ready. School to careers student was working at the library. An Easter raffle was planned for March.

Sue Silver, Museum – Not Present

Barbara Owens, Parks & Recreation – Ms. Owens gave an update on grants for Parks & Recreation. Basketball doing well, approximately 120 participants. Starting ceramic program at JPO facility. YCAC Program aide position has been filled. Need to budget playground bark for each year. Looking forward to additional plans for the parks.

Beth Cichowlaz, Public Administrator – Not Present

Mike James, Public Guardian – Mr. James provided a handout with his current projects. Twenty-two active cases, one to two cases pending, four real properties for sale, two estates in probate and six vehicles. Three cases were pending Medicaid approval. Working on out of state placement for two individuals

Eric Hamrey, Public Works/Road/Airport – Mr. Hamrey gave an update of grant progress. They plan to finish fencing at the cemetery, need to work on the annex, working on road repairs. Moving excess snow at Lucky Boy to keep the roads open.

Honorable Christine Hoferer, Recorder Auditor – Ms. Hoferer said the W-2's had been distributed, new reports for the Affordable Care Act were being processed. Working to resolve issues with banking upgrade. Budgets sent out last week. Advanced Data Systems (ADS) would be retiring, fifteen counties were working together to find a replacement for ADS services. Ms. Hoferer was also working with Judge Shirley for a record retention storage building.

Honorable Randy Adams, Sheriff – Sheriff Adams reviewed current grant status. He also stated there is a need to have IT person at the county. Discussed the need for fiber optic and the dangers of systems going down.

10. **Board of Commissioners** – For consideration and possible action relative to Mineral County Independent News request to print the tax roll for 2016-2017.

Heidi Bunch for Mineral County Independent News started a discussion regarding the new NRS rule allowing the tax roll to be posted on-line, with additional copies located in the library and the assessor's office verses being printed in the newspaper. Ms. Bunch expressed concerns regarding all requirements of the NRS rule were not being met.

The Commissioners advised Ms. Bunch, they could not require the Assessor to meet the statute.

Public Comment: None

No action taken.

- 12. Honorable Sheriff Randy Adams** – For consideration and possible action relative to request for payout of annual leave for critical staff.

Sheriff Adams stated he had to deny leave for a staff member for payout of annual leave due to being short staffed and ask for the employee to be paid. This was done in writing per the contract agreement.

Commissioner Hegg said he would like to see more staff cross trained.

Public Comment: None

A MOTION WAS MADE BY Commissioner Tipton, seconded by Commissioner Hegg and unanimously carried by the Board to approve payout of leave in the amount of \$2,829.00.

- 13.** For consideration and possible action relative to a request to conduct a vehicle auction.

Sheriff Adams asked to be allowed to hold an auction and sell drug forfeiture vehicles and additional vehicles to offset the cost of the 800 MHZ radio system. He expected to hold an auction in the two weeks. Discussion ensued regarding auction fees and costs.

Public Comment: None

A MOTION WAS MADE BY Commissioner Hegg, seconded by Commissioner Tipton and unanimously carried by the Board to approve the auction with funds being used for the 800 MHZ Radio system.

- 14.** For consideration and possible action relative to installation of a telephone recording system.

Sheriff Adams advised the new phone system is not compatible with the current recording system.

Estimated cost is \$19,950.00 to replace and update the recording system at the Sheriff's office.

Commissioner Tipton asked that if CC Communications could match or make a better offer that CC Communications would be utilized for the project.

Public Comment: None

A MOTION WAS MADE BY Commissioner Tipton, seconded by Commissioner Hegg and unanimously carried by the Board to not to exceed \$20,000.00 for purchase and installation of a telephone recording server to be charged to the Sheriff's Budget.

- 15. Honorable Jay Gunter, Justice of the Peace** – For consideration and possible action relative to additional part-time employee to be paid by grant funding.

Gary Hall Chief of Police Walker River Tribe said the job notice would be posted from January 13th to January 25th. The position was created to help with the backlog of tickets in Justice Court and applications were not limited to tribal members. However the grant would require the employee to be between 18 and 24 years of age. Chief Hall said the tribe is working to move to the State Brazos's system which would eliminate a step in processing tribal tickets.

Commissioner Tipton asked Chief Hall to return next quarter to give a report on their progress.

Ms. Hoferer suggested statistics for ticket volume should be reviewed.

Public Comment: None

- 16. Honorable Chris Nepper, Clerk Treasurer** – For consideration and possible action relative to appointment of member to the Mina Town Advisory Committee.

A letter of interest from Rita Crist for the Mina Town Advisory Committee was presented to the Commissioners.

Public Comment: None

A MOTION WAS MADE BY Commissioner Tipton, seconded by Commissioner Hegg and unanimously carried by the Board to appointment of Rita Crist to the Mina Town Advisory Committee.

- 17. Honorable Chris Hegg, Commissioner** – For consideration and possible action relative to emergency funding and resources to update safety and related working condition of county workers.

Commissioner Hegg explained he would like to see departments set aside funds for next budget year for safety training. He was asking for a Safety Plan and Policy and Procedure Book for each department. He would also like to see a Safety Recognition Program in place.

Discussion ensued regarding policy and procedure. Commissioner Hegg stated he would take on being the point person for Safety discussions with departments.

Public Comment: None

- 18. Honorable Christine Hoferer, Recorder** – For consideration and possible action on letter to Department of Taxation addressing budget violations listed in FY2016 financial statements as required by NRS 354.6245.

Ms. Hoferer presented a letter to the Department of Taxation. The Deputy Treasurer read the letter into record. Discussion ensued regarding audit findings.

Public Comment: None

A MOTION WAS MADE BY Commissioner Tipton, seconded by Commissioner Hegg and unanimously carried by the Board to have Commissioner Price, Board Chairman sign the letter to the Department of Taxation.

- 19. Closed Session** – Pursuant to NRS 288.220 to discuss/review all labor/bargaining unit contracts, grievances and negotiations.

A MOTION WAS MADE BY Commissioner Tipton, seconded by Commissioner Hegg and unanimously carried by the Board to move to a closed session.

A MOTION WAS MADE BY Commissioner Tipton, seconded by Commissioner Hegg and unanimously carried by the Board to return to open session.

- 20. Open Session** – Discussion and possible action relative to all labor/bargaining unit contracts, grievances and negotiations.

Public Comment: None

District Attorney Sean Rowe advised the Board he was contacted by Local 39 and would be scheduling initial opening negotiation meetings with them.

TIME SPECIFIC ITEMS:

- 10:30 Cherrie George, Senior Services Program Director** – For consideration and possible action relative to the 6th Street School; may include action relative to the following topics: environment, property acquisition, structural, renovations, funding issues and sources, collaboration with School District and other agencies.

Ms. George asked if it would be possible to accept a "lease option" the building from the

School Board.

Commissioner Price asked Ms. George what grants might be available. She said it might be possible to receive a Community Development Block Grant (CDBG), State Historical Preservation Office (SHPO) Grant or other Federal Grants..

Commissioner Price would like to see the feasibility study to be completed prior to accepting the building. He would also like to know how rooms would be finished by Brownfields.

Commissioner Hegg stated he would not want to accept the building until we have more information on the building needs.

Discussion ensued regarding future needs for Senior Services.

Eric Hamery, Public Works Director stated he would like to see documentation of the building being asbestos free.

Larry Grant suggested the property as a community garden. In prior years a community garden was welcomed in our community and self sustaining.

Commissioners agreed that they were more comfortable with a lease option instead of the building being deeded to the county at this time.

Public Comment: School Superintendent Walt Hackford stated the school district would be willing to take the building back if the County was not able to find funding for the upgrades of the 6th Street School. Monthly fees to maintain the building was estimated at less \$100.00 per month. He stated the school district would be willing assist with the monthly maintenance of the building. There is no exposed asbestos in the building.

Mr. Hackford stated the school would be responsible to remove the contents of the building.

11:00 Mark Nixon, Mineral County Regional Planning Commission Chairman – For consideration and possible action relative to the First Reading by Title Only a Proposed Ordinance to amend Mineral County Code, Title 17 to establish and revise zoning regulation, standards and procedures.

Public Comment: None

Commissioner Hegg, First Reading by Title Only a Proposed Ordinance to amend Mineral County Code, Title 17 to establish and revise zoning regulation, standards and procedures. Public Hearings were scheduled for February 15, 1:30 PM and 5:30 PM.

Immediately Following For consideration and possible action relative to approval of Zoning Change from C1 to R2 for 454 F Street Lot #15, APN 001-231-15.

The Regional Planning Commission recommends approval of the zoning change from C1 to R2 for 454 F Street Lot #15, APN 001-231-15.

Public Comment: None

A MOTION WAS MADE BY Commissioner Tipton, seconded by Commissioner Hegg and unanimously carried by the Board to accept and approve the zoning change from C1 to R2 for 454 F Street Lot #15, APN 001-231-15.

Immediately Following For consideration and possible action relative to vacancies or approval of appointments to the Mineral County Regional Planning Commission.

The recommendation of the Regional Planning Commission is to reappoint Mark Nixon, Larry Grant, James Pruss and Robert Mathias to four (4) year terms per statue. Appointment to begin January 1, 2017 and expire December 31, 2021.

Public Comment: None

A MOTION WAS MADE BY Commissioner Tipton, seconded by Commissioner Hegg and unanimously carried by the Board to approve the appointments of James Pruss, Robert Mathias, Larry Grant, Mark Nixon.

Immediately Following **Larry Grant, Chairman Hawthorne Industrial Airport/Mineral County Airport Land Use Advisory Committee** – For consideration and possible action relative to approval of a two year appointment for Betty Easley, Kirk Bausman and Larry Grant to the Hawthorne Industrial Airport/Mineral County Airport Land Use Advisory Committee.

Discussion ensued regarding reappointment of board members to the Hawthorne Industrial Airport/Mineral County Airport Land Use Advisory Committee. Appointment to begin January 1, 2017 to December 31, 2019.

Public Comment: None

A MOTION WAS MADE BY Commissioner Tipton, seconded by Commissioner Hegg and unanimously carried by the Board to approve a two year appointment for Betty Easley, Kirk Bausman and Larry Grant the Hawthorne Industrial Airport/Mineral County Airport Land Use Advisory Committee.

1:00 PM **Honorable Board of County Commissioners** – For consideration and possible action relative to nuisance complaint at 714 F St. Hawthorne, NV; Parcel 001-111-016.

Discussion ensued regarding property. Not found to be a nuisance at this time.

Public Comment: None

No action taken.

Immediately Following **Patrick Hughes, Mineral County Emergency Manager** – For consideration and possible action relative to use of county credit card to pay for re-validation of Medicare for ambulance service.

Mr. Hughes explained that he used the county credit card to pay for re-validation of Medicare for the ambulance service.

Public Comment: None

A MOTION WAS MADE BY Commissioner Tipton, seconded by Commissioner Hegg and unanimously carried by the Board to approve spending \$560.00 on the county credit card, approval form request for rapid pay for re-validation of Medicare for ambulance service.

Immediately Following **Charles “Charlie” Mann, Interim Fire Chief** – For consideration and possible action relative to request to apply for SAFER Grant FY 2017.

Fire Chief Mann explained the FEMA (Federal Emergency Management Agency) sponsored Safer Grant. Discussion ensued regarding the county obligation if the grant is won.

Discussion regarding ALS (advanced life support) and BLS (basic life support) billing rates and how to provide funds to cover the county portion of the grant requirements.

Ms. Hoferer discussed how the Fire Department and Ambulance are funded.

Public Comment: None

A MOTION WAS MADE BY Commissioner Hegg, seconded by Commissioner Tipton and unanimously carried by the Board to approve submitting an application of the Safer Grant for FY 2017.

Immediately Following For consideration and possible action relative to Emergency Medical Technician (EMT) Basic, EMT Advanced Course funding for staff overtime and class supplies.

Fire Chief Mann explained the options for Advanced EMT and EMT training. Two of three fire fighters are able to attend advanced training and six volunteers. Costs for Advanced EMT course is \$11,769.36 overtime, class is \$5,000.00.

Discussion ensued regarding the Basic EMT class, estimated attendance was 16 volunteers at a cost of \$7,000.00.

EMT students would be requested to fulfill a two year volunteer commitment.

Public Comment: None

A MOTION WAS MADE BY Commissioner Tipton, seconded by Commissioner Hegg and unanimously carried by the Board to approve Advanced EMT Training not to exceed \$17,000.00. \$250.00 to be reimbursed for books by non-county employees, funds to be paid from Ambulance Administrative position.

A MOTION WAS MADE BY Commissioner Tipton, seconded by Commissioner Hegg and unanimously carried by the Board to approve up to \$6,050.00 for EMT Training for up to 16 students.

Immediately Following

For consideration and possible action relative to the appointment of the Interim Fire Chief to include review of EMT Advanced Staffing of Ambulance at per diem rate when not on duty as Interim Fire Chief.

Fire Chief Mann discussed his staffing issues.

Mr. Rowe suggested the Board could set a weekly rate, commensurate with a weekly per diem rate. Mr. Mann would agree to perform the duties of a per diem employee in addition to the Interim Fire Chief duties until such time the Fire Chief returns or other action is taken by the Board. The weekly per diem rate being \$1248.00.

Public Comment: None

A MOTION WAS MADE BY Commissioner Tipton, seconded by Commissioner Hegg and unanimously carried by the Board to set a per diem weekly rate of \$1248.00 retro-active to date of transition to interim fire chief and until such time the Fire Chief returns to duty.

Board of Highway Commissioners – No Business

Public Comment

Commissioner Recognition

There being no further business to come before this Board, the meeting of the Board adjourned until Wednesday, February 1, 2017 at 9:00 AM.


A verbatim recording of this meeting has been prepared and by reference becomes a part thereof.

Approved: Board of County Commissioners

By: 
Garth D. Price, Chairman

Date: 2/1/17

Attest:


Christopher Nepper, Clerk of the Board

Mineral County is an equal opportunity provider and employer. If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov.