



Board of Mineral County Commissioners

Hawthorne, Nevada
Wednesday June 7, 2017

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

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

Absent:

1. Pledge of Allegiance and Safety Message

The Pledge of Allegiance was led by Commissioner Tipton

No Safety Message was presented.

2. Public Comment –

Cherrie George stated she received a call from the Carson City Chapter of Disabled Veterans stating Mineral County Senior Services was selected to receive a \$400.00 donation and she was invited to attend the annual meeting on June 20th.

Honorable Christine Hoferer, thanked Glenn Bunch, and Search & Rescue and the Sheriff's Office for their assistance in rescuing family members over the weekend. Mr. Bunch said the new boat worked great.

3. Approval of Agenda/Necessary Changes

Item 5 move to June 21st

Item 7 Minutes presented for approval will be April 19th and 25th only.

Item 12 was removed by Nancy Black.

Item 16 was removed by Cherrie George.

Item 19 moved to early in the meeting.

Item 21 has been moved to June 21st.

Item 25 to be addressed when Woody Isom arrives.

Public Comment: None

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

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.

Accounts payable vouchers, credit card approval form request, capital outlay, purchase orders and Auditor's cash report, were presented by Christine Hoferer, Recorder-Auditor and Deputy Auditor Teresa McNally. Ms. McNally stated a petty cash check was written for the pool to allow them to open and the voucher would need to be signed.

Ms. Hoferer stated SOC had been billed, and she was expecting payment of \$464,000.00 this month.

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

Continue to June 21st

6. Reports and Correspondence

The Honorable Christopher Nepper read the following correspondence into the record:

Thank you note from Mineral County High School for donation to the annual Safe Grad Celebration.

Waiving of fees for the use of the USO/Convention Center submitted by Bernie Presnell for Public Meeting regarding Walker Lake update.

7. **Minutes of April 19, 25, May 3, 15, 17th 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 approve the minutes of April 19th and 25th 2017 as presented.

8. **Business License Applications** – The following applications will be presented for discussion and possible action. (Public comment following each application):

Mark Reynolds, Yardman, 2750 Lucas Road, Fallon, NV 89406, New Application – Countywide

Public Comment: None

A MOTION WAS MADE BY Commissioner Tipton, seconded by Commissioner Hegg and unanimously carried by the Board to approve the business license for Mark Reynolds, Yardman.

Robert Cassinelli, Isabella Pearl Mine, 415 Hwy 95A, Suite K-1101, Fernley, NV 89408 – Countywide.

Mr. Cassinelli was present and addressed the Commissioners. He stated they expected to start construction in July and thanked the Commissioners for their help.

Public Comment: None

A MOTION WAS MADE BY Commissioner Tipton, seconded by Commissioner Hegg and unanimously carried by the Board to approve the business license for Robert Cassinelli, Isabella Pearl Mine.

9. **Sheriff Randy Adams** – For consideration and possible action relative to grant approval, expenditure and approval of funds for a padded jail cell.

Sheriff Randy Adams stated the Sheriff's office had applied for a grant for a padded jail cell. They would not have an answer until September 2017.

Public Comment: Sheriff Adams said, the dumbwaiter was operational, and the costs was much lower than expected.

10. **Bill Brewer, Nevada Rural Housing Authority Deputy Director** – For consideration and possible action relative to resolution for private bond cap transfer to Nevada Rural Housing.

Mr. Brewer explained how the Nevada Rural Housing Authority (NRHA) assists Mineral County. The state receives 300 million dollars per year, 50% is distributed to counties. Due to the low allocation to smaller counties, Nevada Rural Housing collects and uses the funds to assist all counties.

Commissioner Tipton read Resolution 17-012 Resolution of the Board of Commissioners of Mineral County, Nevada providing for the transfer of the County's 2017 private activity bond volume cap to the Nevada Rural Housing Authority; and other matters related thereto, into the record.

Public Comment: None

A MOTION WAS MADE BY Commissioner Tipton, seconded by Commissioner Hegg and unanimously carried by the Board to adopt Resolution 17-012 as read into the record.

11. **Debbie Tarleton, Mineral County High School** – For consideration and possible action relative to requesting funds for the continuation for the School to Careers Program with Mineral County High School.

Ms. Tarleton was present for the Mineral County School to Careers Program. Commissioner Tipton stated not all departments have budgeted for School to Careers students. Commissioner Price stated the county was certainly interested in continued participation; however each Department Head would need to be contacted regarding their budget allowances.

Public Comment: None

- 12. Nancy Black, Soroptimists of Hawthorne** – For consideration and possible action relative to request for waiver of fees for the rental of the USO Convention Center on June 17, 2017 for Walker Lake Crusaders to provide a presentation on the lake level.

Bernie Presnell was present and asked for clarification on the rental/ or waiver of fees for use of the Hawthorne USO Convention Center by local 501(c)3 non-profits. She stated there was a large amount of local interest in Walker Lake, in addition to interest from surrounding communities.

Discussion ensued regarding a solution to renting the Convention Center by non-profits. Commissioner Tipton stated there needed to be a meeting between the Mineral County Travel and Tourism Board and The Commissioners to discuss and resolve questions regarding fees.

- 13. Raymond Silva** – For consideration and possible action relative to petition to purchase delinquent tax property 749 L Street, Hawthorne, NV; APN 001-121-07.

Mr. Silva was present before the Board asking for approval of his petition to purchase delinquent tax property.

Public Comment: None

A MOTION WAS MADE BY Commissioner Tipton, seconded by Commissioner Hegg and unanimously carried by the Board to accept the petition to purchase delinquent tax property 749 L Street, Hawthorne, NV; APN 001-121-07.

- 14. Richard Merritt** – For consideration and possible action relative to petition to sell parcels 03-043-01, 03-043-02 and 03-043-07 located in the town of Mina.

Mr. Merritt was present before the Board asking for approval of his petition to purchase delinquent tax property.

Public Comment: None

A MOTION WAS MADE BY Commissioner Tipton, seconded by Commissioner Hegg and unanimously carried by the Board to accept the petition to sell parcels 03-043-01, 03-043-02 and 03-043-07 located in the town of Mina as presented.

- 15. Cherrie George, Senior Services Director** – For consideration and possible action relative to adoption of a resolution/proclamation recognizing the month of June as Elder Abuse Awareness Month and June 15, 2017 as World Elder Abuse Awareness Day.

Ms. George explained the importance of recognizing Elder Abuse and read the Proclamation recognizing the month of June as Elder Abuse Awareness Month and June 15, 2017 as World Elder Abuse Awareness Day into the record.

Public Comment: None

A MOTION WAS MADE BY Commissioner Tipton, seconded by Commissioner Hegg and unanimously carried by the Board to adopt and approve the Proclamation recognizing the month of June as Elder Abuse Awareness Month and June 15, 2017 as World Elder Abuse Awareness Day as read into the record and signed by the Board.

- 16.** For consideration and possible action relative to acceptance of Nevada Aging and Disabilities Services Division Transportation and Case Managements grants, including obtaining document signatures.

Public Comment: None

Item moved to June 21 Agenda by Cherrie George.

- 17.** For consideration and possible action relative to approval for recognition of Senior Services Program employee, including a monetary award.

Ms. George stated her assistant has been an asset to the Senior Services Program. She would like to recognize Nancy Quintero with a \$300.00 monetary award.

Public Comment: None

A MOTION WAS MADE BY Commissioner Tipton, seconded by Commissioner Hegg and unanimously carried by the Board to approve a \$300.00 disbursement out of the Employee Recognition account for Nancy Quintero.

18. For consideration and possible action relative to Nevada Aging and Disabilities Services Division Congregate Meals and Home-Delivered Meals grant applications, previously signed by Clerk-Treasurer.

Ms. George reviewed nutrition grants and stated she applied for more funds than usual for Congregate Meals.

Public Comment: None

A MOTION WAS MADE BY Commissioner Tipton, seconded by Commissioner Hegg and unanimously carried by the Board to approve and have the Chairman sign the Nevada Aging and Disabilities Services Division Congregate Meals grant application.

A MOTION WAS MADE BY Commissioner Tipton, seconded by Commissioner Hegg and unanimously carried by the Board to approve and have the Chairman sign the Home-Delivered Meals grant applications, as presented.

19. **Beth Cichowlaz, Public Administrator** – For consideration and possible action relative to compensation according to the new law for Public Administrators.

Christine Hoferer stated that her office was asked to prepare a salary and benefits package for the Public Administrators. She also stated this position would be coming up for election in March 2018.

The Commissioners stated they would like to wait to see what other rural counties were doing. Commissioner Price stated he would contact other counties to find out how they were handling the new law. Commissioner Tipton suggested \$500.00 a month in salary plus associated benefits.

Ms. Cichowlaz stated a salary and health benefits would be helpful to her.

Commissioner Tipton said she would like to see this item back on the agenda for the September 5th, 2017 Commissioner meeting.

20. **Honorable Christopher Nepper** – For consideration and possible action relative to Affidavit of Delinquent Property Tax Mailings for FY 2016-17 as required by NRS 361.5648

Mr. Nepper read the Affidavit of Delinquent Property Tax Mailings for FY 2016-17.

Public Comment: None

21. For consideration and possible action relative to applying tax exemption to property located at 398 G St., Hawthorne, NV 89415. Exemption was turned in but applied to wrong fiscal year. Remove delinquencies from account and apply exemption properly.

Tabled and moved to the June 21st Agenda.

22. For consideration and possible action relative to DevNet software management system for the Assessor and Treasurer's Office to replace Advanced Data Systems (ADS) software management system.

Mr. Nepper reviewed the DevNet software management system for the Assessor and Treasurer's Office to replace Advanced Data Systems (ADS) software management system.

Public Comment: None

23. For consideration and possible action relative to GIS/Mapping services with Far West Engineering.

Mr. Nepper stated that the county is not getting updated GIS/Mapping services. He also suggested that not having correct updated maps should be reviewed with the Assessor's office.

Public Comment: None

24. For consideration and possible action relative to Recognition of 35 years of service for Brenda Jones in the Clerk-Treasurer's Office.

Mr. Nepper stated it was important to recognize Ms. Jones for her years of service.

Public Comment: None

A MOTION WAS MADE BY Commissioner Tipton, seconded by Commissioner Hegg and unanimously carried by the Board to from the employee recognition fund \$500.00 to recognition of 35 years of service by Brenda Jones.

25. **Honorable Christine Hoferer** – For consideration and possible action relative to acceptance of renewal proposal from Nevada Public Agency Insurance Pool (POOL) and approval for payment from fiscal year 2017-2018 funds.

Woody Isom was present as the Mineral County agent for Pool Pact and presented the Policy for FY 2017-18. The total program cost including all service was \$205,247.51 an \$9,852.00 increase in premium from last year.

Ms. Hoferer asked if the County was still allowed to make payments in three (3) installments. He confirmed payments could be made in three (3) installments.

Public Comment: None

A MOTION WAS MADE BY Commissioner Tipton, seconded by Commissioner Hegg and unanimously carried by the Board to approve the payment of \$205,247.51 for FY 2017-18 and have the Chairman sign it, as presented.

26. For consideration and possible action relative to the review and approval of revised Job Descriptions for the Mineral County Fire Chief and the Mineral County Emergency Manager.

Ms. Hoferer said she typed up the changes made to the Mineral County Fire Chief position. She also clarified that the Fire Chief and the Board of Commissioners form the Mineral County Fire Board.

Public Comment: None

A MOTION WAS MADE BY Commissioner Tipton, seconded by Commissioner Hegg and unanimously carried by the Board to approve the revised job description for the Mineral County Fire Chief as presented.

A MOTION WAS MADE BY Commissioner Tipton, seconded by Commissioner Hegg and unanimously carried by the Board to adopt the revised job description for the Mineral County Emergency Manager as presented.

27. For consideration and possible action relative to the review and approval of revised Job Description for a Mineral County IT Technician.

Ms. Hoferer presented the job description for the county IT Technician. Jim Nugent of CC Communications was also present. The IT Technician position would be a shared position with the County and CC Communications.

Discussion ensued regarding responsibilities and authorities the position would require. It was decided the position would be a Tier II level. It was established that the IT person would be housed in the Clerk's office and the Clerk would be the daily contact for this employee.

It was discussed that CC Communications would assist with Tier III and above projects.

The IT position would be a safety sensitive and require a background check. CC Communications would also be involved with interviewing, assessing and training for this position.

Public Comment: None

28. **Curtis Schlepp, Juvenile Probation Officer** – For consideration and possible action relative to funding for outside common area improvements at the Juvenile Probation Office.

Mr. Schlepp stated Juvenile Probation Office would like to improve the area around the building. The funds would come from Administrative assessments. To include outdoor seating, flag pole,

trees, a concrete pad and possibly a shade structure. He estimated the cost would not be more than \$3,500.00.

Fire Chief Knight suggested the plan should be reviewed by the building inspector.

Public Comment: None

A MOTION WAS MADE BY Commissioner Tipton, seconded by Commissioner Hegg and unanimously carried by the Board to approve proposed upgrades using Juvenile Probation Office assessment funds as presented.

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

Public Comment: None

A MOTION WAS MADE BY Commissioner Tipton, seconded by Commissioner Hegg and unanimously carried by the Board to move into a closed session Pursuant to NRS 288.220 to discuss/review all labor/bargaining unit contracts, grievances and negotiations.

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

Public Comment: None

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

TIME SPECIFIC ITEMS:

- 10:00AM Mark Nixon, Mineral County Regional Planning Commission** – For consideration and possible action relative to first reading by Title Only, Ordinance 241A, Bill 257 Title 17 Zoning.

Mr. Nixon was present for the Regional Planning Commission.

Commissioner Tipton read Ordinance 241A, Bill 257 Title 17 Zoning by title only An Ordinance to amend Mineral County Code to establish and revise zoning regulation, standards and procedures.

A Public Hearing was set for August 2, 2017.

Public Comment: Mr. Nixon and Mac Potter gave the Commissioners a copy of the resolution that was passed by the legislature this year in support of the I-11 Corridor.

- Immediately Following Larry Grant, Hawthorne Utilities Director** – For consideration and possible action relative to approval of a resolution concerning the financing of Sewer Projects; directing the County Clerk to notify the Mineral County Debt Commission of the town's proposal to issue General Obligation Sewer Bonds (additionally secured by pledged revenues); providing certain details in connection herewith; and providing the effective date hereof.

Ana Fitzgerald, Hawthorne Utilities Office Manager introduced Bond Counsel for Hawthorne Utilities.

Counsel stated this was a general obligation limited tax revenue bond secured by the net revenues of the sewer system. Discussion ensued regarding steps required to pass the bond and bond details. One million dollars would be a true loan, and \$500,000.00 would be loan forgiveness.

Commissioner Tipton read Resolution 17-011 by Title into the record.

Public Comment: None

A MOTION WAS MADE BY Commissioner Tipton, seconded by Commissioner Hegg and unanimously carried by the Board to adopt Resolution 17-011 as read and have the Chairman sign.

- Immediately Following** For consideration and possible action relative to Walker Lake Refuse Service and update on status of proposed refuse service.
Mr. Grant stated the Handy Andy Disposal Service from Fallon Nevada would be

starting service on July 1 at Walker Lake. A service agreement between Hawthorne Utilities and Handy Andy's Disposal Service would need to be written by the District Attorney. The dumpster at Walker Lake would be removed on Monday, June 26.

Public Comment: None

Immediately Following **Larry Grant, Hawthorne Industrial Airport/Mineral County Airport Land Use Advisory Committee, Chairman** – For consideration and possible action relative to approval of American Medflight's consideration of basing a medical transport aircraft and crew at the Hawthorne Airport.

Mr. Grant was present and stated the Hawthorne Industrial Airport/Mineral County Airport Land Use Advisory Committee was seeking support from the Commissioners for

A MOTION WAS MADE BY Commissioner Tipton, seconded by Commissioner Hegg and unanimously carried by the Board to sign and send the recommendation to John Burrue American Medflight.

Public Comment: Mr. Grant stated Hawthorne Utilities would like to support the School to Careers Program with Mineral County High School. Hawthorne Utilities has had success with the program.

Immediately Following **Eric Hamrey, Public Works Director** – For consideration and possible action relative to review, approval and signature for Revised FAA Grant Application (Project No. 3.32.0009.014.2017) for PAPI System Replacement and REIL Relocation at Hawthorne Industrial Airport.

Mr. Hamrey stated the project amount had dropped and presented the Revised FAA Grant Application (Project No. 3.32.0009.014.2017) for PAPI System Replacement and REIL Relocation at Hawthorne Industrial Airport. Mesquite Electric was awarded the bid and construction was expected to start in late July.

Public Comment: None

A MOTION WAS MADE BY Commissioner Tipton, seconded by Commissioner Hegg and unanimously carried by the Board to have the Chairman sign the Revised FAA Grant Application (Project No. 3.32.0009.014.2017) for PAPI System Replacement and REIL Relocation at Hawthorne Industrial Airport.

Immediately Following For consideration and possible action relative to Land & Water Conservation Grant status.

Mr. Hamrey stated State Parks felt Mineral County would have a difficult time meeting the cash/in-kind match of \$95,000.00. Mr. Hamrey said State Parks advised the project could be completed in phases and he intended to re-submit the proposed projects in phases. In October he will be submitting for work on the Pool and complete the project before the next pool season.

Public Comment: None

A MOTION WAS MADE BY Commissioner Tipton, seconded by Commissioner Hegg and unanimously carried by the Board to have Public Works submit the Land & Water Conservation Grant in October for phase I of the pool project.

Immediately Following For consideration and possible action relative to ADA (Americans with Disabilities Act) upgrade costs for Sheriff's Office.

Mr. Hamrey stated the estimate to upgrade the Sheriff's Office to ADA would be between \$170,000.00 and \$270,000.00.

Public Comment: Cherrie George suggested pursuing a USDA Loan or a Justice Grant to pay for needed upgrades.

1:00 PM **Honorable Board of County Commissioners** – For consideration and possible action relative to Nuisance complaint for 351 First Ave, Luning, Nevada APN: 002-011-02.

Commissioner Tipton asked the Building Inspector to bring back photos of the property in two weeks.

Public Comment: None

A MOTION WAS MADE BY Commissioner Tipton, seconded by Commissioner Hegg and unanimously carried by the Board to have the Building Inspector bring photos to the next Commissioner meeting.

Immediately Following For consideration and possible action relative to Nuisance complaint for 685 Frontage Road, Walker Lake, NV. Parcel 008-012-06.

Building Inspector Mike Fontaine provided photos of the property. He stated the property did not meeting the requirements needed to declare the property a nuisance.

Public Comment: None

No action taken.

Immediately Following **T.C. Knight, Mineral County Fire Chief** – For consideration and possible action relative to grant approval for Nevada Department of Forestry Volunteer Assistance Grant for Mineral County \$25,000.00, Nevada Department of Forestry Volunteer Assistance Grant for Walker Lake Volunteer Fire Department \$20,000.00, Fire Prevention and Education Grant \$25,000.00, Firefighters Support Foundation Grant for Mina Volunteer Fire Department \$7,000.00, Firefighters Support Foundation Grant for Mineral County Fire Department \$15,000.00.

Fire Chief Knight stated the items listed were exactly as stated in his quarterly reports.

Ms. Hoferer asked if there were any cash matches required.

It was stated that FEMA – Fire Prevention and Education Grant required a 5% cash match of \$1,250.00 to come from account 310. All other matches were requirements to teach classes in Mineral County.

Public Comment: None

A MOTION WAS MADE BY Commissioner Tipton, seconded by Commissioner Hegg and unanimously carried by the Board to allow the Fire Chief Knight to submit for grants to various organizations as read into the record.

Immediately Following **Glenn Bunch for Donald Jackson, Best In The Desert, Operations Manager** – For consideration and possible action relative to permission to cross Mineral County roads for “Vegas to Reno” event Friday, August 18, 2017.

Mr. Bunch reviewed the course Best In The Desert would take in Mineral County.

Commissioner Tipton advised there was drilling in the area and racers needed to be aware to take safety precautions.

Eric Hamrey stated some of the roads discussed were recently bladed and he asked if Best In The Desert would repair and blade the roads after the race.

Mr. Bunch and Commissioner Tipton stated Best In The Desert historically does repair the roads. Mr. Bunch asked Eric to let him know if he finds a road that was not repaired after the race to please let him know and he would ensure the road was repaired.

Public Comment: None

A MOTION WAS MADE BY Commissioner Tipton, seconded by Commissioner Hegg and unanimously carried by the Board to give Best in the Desert permission to cross county roads and for Best In The Desert to repair county roads after the race.

Board of Highway Commissioners – None

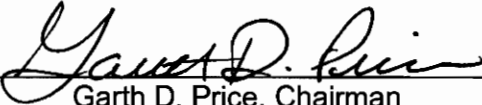
Public Comment – Commissioner Price will be absent June 21st.

Commissioner Recognition – None

There being no further business to come before this Board, the meeting of the Board adjourned until Wednesday, June 21, 2017 at 9:00 AM.

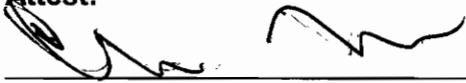
A verbatim recording of this meeting has been prepared and by reference becomes a part thereof.

Approved: Board of County Commissioners

By: 
Garth D. Price, Chairman

Date: 7-5-17

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.