



Board of Mineral County Commissioners

June 6, 2018

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

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

Absent: Honorable Sean Rowe District Attorney

1. Pledge of Allegiance and Safety Message

Pledge of Allegiance was led by Commissioner Hegg

Safety Message was given by Emergency Manager Patrick Hughes relative to protecting workers from heat illness.

2. Public Comment - Commissioner Price advised he would be gone for the afternoon; he left his evaluation for the Museum Conservator with the Chairman.

3. Approval of Agenda/Necessary Changes

The changes to the agenda were: RTC meeting was cancelled; agenda item 13 was moved to June 21, 2018 and agenda item 25 was removed.

Public Comment: None

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

Accounts Payable vouchers were presented for review

Christine Hoferer, Recorder Auditor advised the cash balance was \$279,000 and Accounts Payable vouchers were \$224,000; they still had a PILT transfer.

5. Honorable Christine Hoferer, Recorder Auditor – For consideration and possible action relative to approval to enter into a License and Services Agreement with Tyler Technologies for the purchase of the new In code Financial Software for Mineral County and Hawthorne Utilities.

Ms. Hoferer advised she was asking for authorization to enter into the contract with Tyler Technologies for the Financial Software; some changes were made about their travel and training and she had made a deal to get things started but they would not bill until after July 1, 2018, 50% is due upon them starting and 50% when they go live; in September they are going live with Eagle for the recording.

Public Comment: None

A MOTION WAS MADE BY Commissioner Price, seconded by Commissioner Hegg and unanimously carried by the Board to accept the Tyler contract as presented with the review and approval of the District Attorney.

6. Reports and Correspondence

Thank you note from High School Class President Bailey Pena for Safe Grad Night donation and a letter of resignation from George Markle for the Walker Lake Advisory Board.

7. Minutes of – May 16, 2018 and May 21, 2018 for review and possible action.

Public Comment: None

A MOTION WAS MADE BY Commissioner Price, seconded by Commissioner Hegg and unanimously carried by the Board to approve the minutes of May 16, 2018 and May 21, 2018 as presented.

8. Business License Applications – The following applications will be presented for discussion and possible action.

- A. **Ryan Greenhalgh**, Titan Electrical Contracting, Inc.; 5450 Mill St. #100, Reno, NV 89502

Public Comment: None

A MOTION WAS MADE BY Commissioner Price, seconded by Commissioner Price and unanimously carried by the Board to approve the business application of Titan Electrical Contracting, Inc.

Public Comment: None

A MOTION WAS MADE BY Commissioner Price, seconded by Commissioner Hegg and unanimously carried by the Board to suspend the Board of Commissioners and convene the Liquor Board.

9. **Liquor License Applications** – The following applications will be presented for discussion and possible action.

- A. **Nevada Restaurant Services, Inc.**; Bourbon Street Sports Bar #159; 2045 Hwy 95, Hawthorne, NV 89415; New Applicant

Sheriff Randy Adams advised the fingerprints return they had been waiting for had come back.

Public Comment: None

A MOTION WAS MADE BY Commissioner Price, seconded by Commissioner Hegg and unanimously carried by the Board to approve the Liquor License applications of Nevada Restaurant Services, Inc.

Public Comment: None

A MOTION WAS MADE BY Commissioner Price, seconded by Commissioner Hegg and unanimously carried by the Board to Suspend the Liquor Board and convene the Board of Commissioners.

AN AMENDED MOTION WAS MADE BY Commissioner Price, seconded by Commissioner Hegg and unanimously carried by the Board to Suspend the Liquor Board and convene the Gaming Board.

10. **Gaming License Applications** – The following applications will be presented for discussion and possible action:

- A. **Nevada Restaurant Services, Inc.**; Bourbon Street Sports Bar #159; 2045 Hwy 95, Hawthorne, NV 89415; New Applicant

Public Comment: None

A MOTION WAS MADE BY Commissioner Price, seconded by Commissioner Hegg and unanimously carried by the Board to approve the Gaming License application of Nevada Restaurant Services, Inc.

Public Comment: None

A MOTION WAS MADE BY Commissioner Price, seconded by Commissioner Hegg and unanimously carried by the Board to suspend and reconvene the Board of Commissioners.

11. **Honorable Randy Adams, Sheriff** – For consideration and possible action relative to new jail video system.

Agenda item 11 was the same as item 13.

12. For consideration and possible action relative to entering into MOU with SOC/DA/MCSO/Bi- County SWAT.

Sheriff Randy Adams advised this MOU was an update from the one in the past, the BI-County SWAT from Lyon County was added.

Public Comment: None

A MOTION WAS MADE BY Commissioner Price, seconded by Commissioner Hegg and unanimously carried by the Board to accept the MOU with SOC/DA/MCSO/Bi-County SWAT and to have the Chairman to sign.

13. For consideration and possible action relative to USDA Rural Development's Letter of Conditions.

Sheriff Randy Adams advised the paperwork submitted was wrong, so they asked to the agenda item moved to June 21, 2018.

14. For consideration and possible action relative to pursuing grant to purchase ballistic vests.

Mr. Adams advised this grant was with Pool Pact for 6 vests; the amount was for about \$6,000 and the match

was 25%; it would not happen until after the first of the fiscal year and he would have the match money.

Public Comment:

A MOTION WAS MADE BY Commissioner Hegg, seconded by Commissioner Price and unanimously carried by the Board to approve the grant with Pool Pact for six ballistic vests.

15. **Chris Lawrence, Mineral County Fire Chief** – For consideration and possible action relative to approval of MOU with SOC Fire & EMS and to have the Chairman sign.

Fire Chief Chris Lawrence advised this was a forgiveness item; the MOU with SOC Fire & EMS was an Update of the former MOU.

Public Comment: None

A MOTION WAS MADE BY Commissioner Price, seconded by Commissioner Hegg and unanimously carried by the Board to accept the MOU with SOC Fire & EMS and to have the Chairman sign.

16. **Ana Fitzgerald, Hawthorne Utilities Office Manager** – For consideration and possible action relative to the Chairman and Hawthorne Utilities Office Manager signing the Information and Contact Sheet for the Hawthorne Wastewater Treatment Plant Wetlands Project and Hawthorne Regional Water Plan

Ana Fitzgerald advised she would like to update the name to the current Chairman of the Board and to put her name on as the signer on the draw requests and to take Chris Nipper's name off.

Public Comment: None

A MOTION WAS MADE BY Commissioner Price, seconded by Commissioner Hegg and unanimously carried by the Board to approve the name changes.

17. **Cherrie George, Senior Services Director** – For consideration and possible action relative to the submission of Aging and Disability Services Division (ADSD) FY2019 Congregate Meals and Home-Delivered Meals grant applications, due on June 5, 2018.

Ms. George advised these two grants were due yesterday. Mr. Nepper was not available to sign the grant so she contacted Commissioner Tipton and got permission to have Recorder Auditor Christine Hoferer do the signing; she had requested \$83,800 for the Aging and Disability Services Division (ADSD) FY2019 Congregate Meals grant and \$82,300 for the Home-Delivered Meals grant. She advised they had received more increase in the social services and transportation grant.

Commissioner Price advised Ms. George that the Vice Chairman would be next in line to sign a grant.

Public Comment: None

A MOTION WAS MADE BY Commissioner Price, seconded by Commissioner and unanimously carried by the Board to approve the submission of Aging and Disability Services Division (ADSD) FY2019 Congregate Meals grant of \$83,800 and Home-Delivered Meals grant of \$82,300.

18. For consideration and possible action relative to the date for community flea market and craft fair fundraiser event with proceeds to benefit Senior Services.

Ms. George advised they would like to schedule the community flea market and craft fair fundraiser for June 23, 2018 from 8:00 AM to 3:00 PM in the parking lot of the Senior Center; they would be advertising on Face book and in the Newspaper.

Public Comment: None

A MOTION WAS MADE BY Commissioner Price, seconded by Commissioner Hegg and unanimously carried by the Board to allow the flea market and craft fair fundraiser from 8:00AM and 3:00 PM. to be held at the Senior Services Center.

19. For consideration and possible action relative to the disposition of dining room furniture purchased in 2000 with unknown funding source.

Ms. George advised that she had contacted Carolyn Gillis who advised her the dining room furniture was purchased with grant funding and not county funds; she also talked with their Grant Resource Development Specialist and because of the age of the furniture and that it was purchased so long ago they don't care about the disposition so they would be selling some of the furniture at the flea market.

Public Comment: None

A MOTION WAS MADE BY Commissioner Hegg, seconded by Commissioner Price and unanimously carried by the Board to approve the sale of dining room furniture and the proceeds to be used for the Senior Service Center.

- 20. Staci Emm, Cooperative Education** – For consideration and possible action relative to authorizing Leavitt Construction to move cooler from the Armory Building to Cooperative Extension Building.

Ms. Emm advised she found a contractor that would pour the cement pad and move the cooler; the bid was \$4,927; she had pending revenue that would cover the cost, if there was an issue she has money to reimburse the county.

Schlyer Hagen stated after checking on who owned the cooler the conclusion was that it came with the building.

Eric Hamrey, Public Works Director asked if Cooperative Education was going to take care of the future maintenance costs.

Public Comment: None

A MOTION WAS MADE BY Commissioner Hegg, seconded by Commissioner Price and unanimously carried by the Board to authorize Leavitt Construction to move cooler from the Armory Building to Cooperative Extension Building.

- 21. Michael Stephens** – For consideration and possible action relative to Fireworks for July 4th celebration.

Erin Dunagan advised they had talked to Christina Boyles about using the Baseball field and talked to Fire Department they will provide firefighters; they would like to ask for a dumpster to help with the clean up process.

They do have an account with the Credit Union under Mineral County Fireworks

Mr. Hamrey stated last year they had a big problem with the cleanup the debris had spread as far as the school and tree farm because of the wind.

Tom Carrigan at Hawthorne Utilities stated he thought they could pick up the dumpster right afterwards.

Commissioner Hegg suggested they invoice the county instead of giving cash every year.

Public Comment: Glenn Bunch advised he was contacted by the owner of Cliff House and they were having an open house of July 4th and they were planning on fireworks.

Chris Lawrence advised the owner of the Cliff House was not doing fireworks on the July 4th.

A MOTION WAS MADE BY Commissioner Price, seconded by Commissioner Hegg and unanimously carried by the Board to approve \$600 from the commissioner travel and entertainment budget.

- 22. Wade Barton** – For consideration and possible action relative to Mineral County Purchasing a new “Big Flag” from sign city.

Mr. Barton advised he was working with Ricky Isom and the VFW; they had four workable flags, but they would like to have another one for a back up; the cost of the flag was \$1,800.

Public Comment: None

A MOTION WAS MADE BY Commissioner Price, seconded by Commissioner Hegg and unanimously carried by the Board to allow \$1000 from the Commissioner Travel and Training fund for current year and \$800 out of Commissioner Recognition fund for next year.

- 23. Glenn Bunch** – For consideration and possible action relative to letter of request from Mineral County Search and Rescue for financial assistance for the purchase of safety gear.

Mr. Bunch stated that in the past Search and Rescue personnel paid for their jacket so when they left they took it with them; they are changing the colors on the jacket and they have started a program asking people who leave to turn in their jacket; the person would be required to sign a paper saying they were responsible for the coat. This way they don't have people that are not affiliated with search and Rescue wearing the coat.

Ms. Hoferer advised there was \$2,000 available in the Search and Rescue line item.

Ms. George asked if they would be available for a risk management grant.

Public Comment: None

A MOTION WAS MADE BY Commissioner Price, seconded by Commissioner Hegg and unanimously carried by the Board to allow \$2,000 from the Search and Rescue line item current year and \$1,000 from next year budget with the approval of the Mineral County Sheriff.

24. **Barbara Edington, Walker Lake Advisory Board** – For consideration and possible action relative to Walker Lake clean up and Dumpster Support.

Ms. Edington stated she was advised the Board needed to approve the cleanup.

Tom Carrigan, Hawthorne Utilities advised there was two weekends where they would take roll offs on Friday and pickup Monday at Bighorn Well, if they get full they can call to have them picked up.

Public Comment: None

A MOTION WAS MADE BY Commissioner Price, seconded by Commissioner Hegg and unanimously carried by the Board to allow Walker Lake dumpster support June 22 through July 2.

Ms. Edington advised they were having a Walker Lake advisory Board meeting on June 19 at 6:00PM.

25. **Darlene Reed** – For consideration and possible action relative to money for Rose Garden to fix huge leaks.

Agenda item was removed

26. **Honorable Board of County Commissioners** – For consideration and possible action relative to possible amendment of Contractor Procurement Policy.

Board continued item until District Attorney could attend.

District Attorney in attendance

Public Works Director Eric Hamrey stated there were departments doing work on county buildings but not involving public works; also in order for there to be documentation on the work that has been done on the county buildings he thinks that building permits should be issued for any work done; he would like to know who will be liable for engineering costs when the scope of work is beyond his capabilities and if the cost exceeds \$5,000 does it need to go out to bid. Discussion ensued.

Public Comment: None

A MOTION WAS MADE BY Commissioner Hegg, seconded by Commissioner Tipton and unanimously carried by the Board to approve amending the Contractor Procurement Policy increasing the amount from \$5,000 to \$10,000_ for contract services.

27. **Closed Session** – Pursuant to NRS 288.220 to discuss/review all labor/bargaining unit contracts, grievances and negotiations. Not needed
28. **Open Session** – Discussion and possible action relative to all labor/bargaining unit contracts, grievances and negotiations. Not needed

TIME SPECIFIC ITEMS:

- 10:00 AM Wayne Carlson, MBA, CPCU, ARM Executive Director** – 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 2018-2019 funds.

Mr. Carlson and Mr. Isom was present and provided information on Nevada Public Agency Insurance Pool (POOL) and to give an overview of the County Liability insurance renewal and the grants available; he stated the county had taken advantage of over \$100,000 in training classes.

Mr. Isom stated that private insurance does not provide for training programs.

Mr. Hamrey asked if there was a statute of limitations for ongoing building claims and if they were obligated to that contractor only because they were still having problems with the Senior Center floor.

Mr. Carlson advised Pool Pact arranges for the contractor, he said he would check with their claims department.

Public Comment: None

A MOTION WAS MADE BY Commissioner Price, seconded by Commissioner Hegg and unanimously carried by the Board to accept the 2018- 2019 proposal from Nevada Public Agency Insurance Pool (POOL) as presented.

Commissioner Price advised that he had attended the Annual Business Dinner; t was very nice and very informative.

12:30 PM Regional Transportation Commission – Cancelled

Immediately Following **Honorable Board of County Commissioners** – For consideration and possible action relative to Nuisance complaint for parcel #001-253-14.

The Board advised Building Inspector Mike Fontaine to investigate the nuisance complaint.

Public Comment: None

A MOTION WAS MADE BY Commissioner Hegg, seconded by Commissioner Tipton and unanimously carried by the Board to have the Building Inspector investigate the nuisance complaint for parcel # 001-253-14.

2:00 PM **Honorable Board of County Commissioners** – For consideration and possible action relative to conducting annual Performance Evaluation of Mineral County Museum Conservator Kathy Kachelries including, but not limited to possible promotion, endorsement engagement, retention, termination, suspension, demotion, reduction in pay, reprimand or ‘no action.’ (Closed session may be held to consider character, alleged misconduct, professional competence, and physical or mental health pursuant to NRS 241.030.)

The Board evaluated Ms. Kachelries on Safety, Quantity and Quality of work, Teamwork, Initiative/Motivation, Versatility/Time Management, Job/Technical Knowledge and Decision Making-Leadership skills.

Ms. Kachelries advised the board she was resigning her position due to her lack of knowledge in running the Museum; she had submitted an agenda item for the June 21st meeting.

The Board requested an agenda item regarding the Museum position for the meeting on June 19, 2018.

Public Comment: None

Board of Highway Commissioners

Public Comment Hegg would like to recognize Kath Kachelries

Commissioner Recognition

NOTE: Persons attending the meeting who are disabled and require special accommodations or assistance are requested to notify the County Clerk’s Office, PO Box 1450, Hawthorne, NV 89415 or by calling 945-2446 no later than three (3) days prior to the meeting.

Mineral County is an equal opportunity provider and employer. In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotope, American Sign Language, etc.) should contact the responsible

Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at http://www.ascr.usda.gov/complaint_filing_cust.html and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- 1) Mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;
- (2) fax: (202) 690-7442; or
- (3) Email: program.intake@usda.gov.

Board of Highway Commissioners

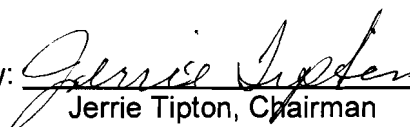
Public Comment

Commissioner Recognition

There being no further business to come before this Board, the meeting of the Board adjourned until Wednesday, June 19, 2018 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: 
Jerrie Tipton, Chairman

Date: 6-21-18

Attest:



Christopher Nepper, Clerk of the Board

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