



# Board of Mineral County Commissioners

Hawthorne, Nevada  
September 19, 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

**1. Pledge of Allegiance and Safety Message**

Pledge of Allegiance was led by Commissioner Hegg

Safety Message was provided by Emergency Manager Patrick Hughes relative to surviving an earthquake.

**2. Public Comment**

Hawthorne Utilities Director Larry Grant advised the Board that the Mina-Luning water systems main well failed, so Carson Pump was called; the camera showed a serious failure at 240 feet, Mina Luning water system does not have the money for the repairs so they are going to look for a grant or a loan.

**3. Approval of Agenda/Necessary Changes**

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

Teresa McNally, Deputy Recorder - Auditor provided the Board with a Capital Outlay from the Sheriff's Office and a Credit Card approval from Computer Technician Bret Towe.

**A MOTION WAS MADE BY** Commissioner Price, seconded by Commissioner Hegg and unanimously carried by the Board to approve the Capital Outlay from the Sheriff's Office to Dell Marketing in the amount of \$2,122.24 for the purchase of two computers.

Public Comment: None

**A MOTION WAS MADE BY** Commissioner Price, seconded by Commissioner Hegg and unanimously carried by the Board to approve the credit card purchase from Computer Technician Bret Towe, for a modem for the District Attorney's Office in the amount of \$432.41.

Teresa McNally, Deputy Recorder-Auditor asked the Board to sign the District Court voucher; they submitted a voucher for two quarters, she was holding the voucher until the second quarter was done.

Public Comment: None

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

Reports were presented for review

**6. Reports and Correspondence** – For consideration and possible action

Letter was received from Nevada Department of Transportation regarding the meeting with the Commissioners on July 18, 2018 for the fiscal year work program.

**7. Minutes of** – September 5, 2018 and September 12, 2018 for review and possible action.

**A MOTION WAS MADE BY** Commissioner Price, seconded by Commissioner Hegg and unanimously carried by the Board to approve the minutes of September 5 and September 12, 2018 as presented.

**8. Kenneth Collum** – For consideration and possible action relative to the BLM program updates.

Mr. Collum provided updates on the BLM personnel, the land evaluation, EPA process, the Navy modernization, and Mining, they were going to review the restoration of the Vegas to Reno course and the Mineral County recreation map could be viewed in the next couple of months.

Commissioner Tipton requested Mr. Collum to bring them maps of the reorganization as a regional outlook.

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

A. **Martin Neff**; Viper Rod and Reel; 178 Cliffhouse Road, Walker Lake, NV;  
New Applicant

**A MOTION WAS MADE BY** Commissioner Price, seconded by Commissioner Hegg and unanimously carried by the Board to approve the business license application for Viper Rod and Reel.

Public Comment: None

B. **Debra Maddox**; Multicultural Wellness West; 2920 South Jones Blvd. #A1, Las Vegas, NV; New Applicant

**A MOTION WAS MADE BY** Commissioner Price, seconded by Commissioner Hegg and unanimously carried by the Board to approve the business license application for Multicultural Wellness West.

Public Comment: None

10. **Honorable Randy Adams, Sheriff** – For consideration and possible action relative to hiring an emergency temporary Executive Secretary until a full time replacement can be hired and trained.

Mr. Adams advised his secretary was moving, Linda Larson offered to fill in and train the replacement; it was going to be a flat rate contract.

**A MOTION WAS MADE BY** Commissioner Price, seconded by Commissioner Hegg and unanimously carried by the Board to allow the Sheriff Adams to hire Linda Larson for an emergency temporarily to train a new Executive Secretary for the Sheriff's Office.

Public Comment: None

11. **Larry Grant, Hawthorne Utilities Director** – For consideration and possible action relative to paying second year School to Career students on returning to work at Hawthorne Utilities in lieu of first semester internships.

Mr. Grant advised they had an applicant that worked for them last year; he didn't understand why an internship was needed if the student was coming back for the second year; he would like to pay the returning student.

**A MOTION WAS MADE BY** Commissioner Price, seconded by Commissioner Hegg and unanimously carried by the Board to allow Larry Grant to pay his returning School to Careers student for the full year.

Public Comment: None

Mr. Grant asked if they could make this standard practice so it did not have to come back to the Board.

Commissioner Price advised that he would like it to be brought back to the Board.

12. **Patrick Hughes, Emergency Manager** – For consideration and possible action relative to permission for Mineral County government offices to participate in the Great Nevada Shakeout on October 18, 2018, discussion on the level of participation and acceptance of a resolution of intent to participate.

Mr. Hughes advised the Great Nevada Shakeout had three levels; he recommended doing level one for each department and to use it for information gathering to help rewrite the earthquake policies.

Commissioner Price suggested to Mr. Hughes to come up with a check list for the employees and a packet for the departments, make it mandatory and add a training sheet that needed to be signed that it was received.

**A MOTION WAS MADE BY** Commissioner Price, seconded by Commissioner Hegg and unanimously carried by the Board to make it mandatory that the county department heads do the training that Emergency Manager Patrick Hughes will send out for the Great Nevada Shakeout on October 18, 2018 and to recommend the elected officials participate and to have a training sheet to be signed by the employees showing they received the information and if the employee is not there, upon their return the department head goes over the information with them.

Ms. Hoferer stated they didn't need to ask the elected officials because everybody had responsibilities.

Public Comment: None

Mr. Hughes read Resolution 18-018 into the record.

Public Comment: None

**A MOTION WAS MADE BY** Commissioner Price, seconded by Commissioner Hegg and unanimously carried by the Board to adopt resolution 18-018 a Resolution of Intent to Participate in the Great Nevada Shakeout and Work Toward Becoming a Safer Community.

13. **Bret Towe, Computer Tech** – For consideration and possible action relative to purchase of backup system for new server.

Mr. Towe advised the purchase of a new server was discussed during budget hearings; the Tyler recording system was going live and a backup server was needed.

Ms. Hoferer advised that in the budget it was \$22,000.

The Board advised paying it out of the current year PILT.

**A MOTION WAS MADE BY** Commissioner Price, seconded by Commissioner Hegg and unanimously carried by the Board to allow the backup system to be purchased not to exceed \$25,000.

Public Comment: None

14. For consideration and possible action relative to purchase of a new router for court house.

Mr. Towe advised the current system was set up for the AS400 but it was not flexible enough for the additional Tyler and Devnet systems, the price was \$2,280.

Ms. Hoferer advised \$2,200 was already budgeted.

**A MOTION WAS MADE BY** Commissioner Price, seconded by Commissioner Hegg and unanimously carried by the Board to allow a new router to be purchase not to exceed \$2,300.

Public Comment: None

15. For consideration and possible action relative to the expanding of county email functionality.

Mr. Towe advised this was not budgeted, it was for an automatic archiving system for the county email; with the current 85 users it adds \$50 a year per user which would add 4,800 a year; any email is automatically archived for a certain numbers of years.

Ms. Hoferer advised that it needs to be explored and put into next year's budget; she would like to know more about it.

The Board advised Mr. Towe to bring in more information and put in his budget for next year.

16. **Courtney Oberhansli, Library Director** – For consideration and possible action relative to sick leave donation for Library employee.

Commissioner Tipton advised not to exceed 80 hours per donating person and not to exceed 90 days.

**A MOTION WAS MADE BY** Commissioner Price, seconded by Commissioner Hegg and unanimously carried by the Board to approve the sick leave donation for the Library employee not to exceed 80 hours per donating person and not to exceed 90 days.

Public Comment: None

17. **Wanda Millsap** – For consideration and possible action relative to discussion on an appropriate location in Hawthorne for an 80 ton locomotive being offered to the Ordnance Museum by the base. Patriot Plaza has been suggested.

Ms. Millsap advised that SOC offered the Ordnance Museum a locomotive.

Mr. Hamrey advised the gift deed said it needed to be used for a park.

Mr. Nepper advised that according to the CDBG Grant the land had to sit for five years; this was a matter of checking with CDBG to see what could be done.

18. **Closed Session** – Pursuant to NRS 288.220 to discuss/review all labor/bargaining unit contracts, grievances and negotiations. Not needed
19. **Open Session** – Discussion and possible action relative to all labor/bargaining unit contracts, grievances and negotiations.
20. **Honorable Garth Price, Commissioner** – For consideration and possible action relative to approval of resources to support alleyway cleanup program including, if necessary, purchase of equipment and allocation of personnel.

Commissioner Price advised he had been working with the Sheriff and Undersheriff on a program to utilize the trustees to clean the alleys; the equipment needed were Chain saws, a pole saw; loppers, rakes, and the purchase of a dump trailer, the cost was about \$6,000.

Mr. Ferguson advised that he would have to have some of his employees on overtime, but it had not been budgeted.

Mr. Hamrey advised the dump trailer could be used if he was not using it.

Undersheriff Bill Ferguson advised that Mr. Hamrey refused to sign the waiver for the use of the trustees.

Commissioner Tipton asked why he had a problem signing the waiver to use the trustees.

Mr. Hamrey advised that he had not seen a policy and it had not gone through the union; also there's no policy for using the trustees; he stated the dump trailer could be used if he was not using it.

Commissioner Price suggested buying a chain saw for the Fire Department and giving the old one to the Sheriff's Office.

The Board advised putting on the next department head meeting.

Clerk-Treasurer Chris Nepper volunteered to help on Friday.

21. **Honorable Jerrie Tipton, Commissioner** – For consideration and possible action relative to obtaining an "Atta boy" plaque regarding the volunteer hours in the Mina Cemetery.

Commissioner Tipton advised the Kirtley's and the ladies of Mina had volunteered many hours for the cleanup of the Mina Cemetery; she would like to have a plaque made for them.

**A MOTION WAS MADE BY** Commissioner Price, seconded by Commissioner Hegg and unanimously carried by the Board to purchase a plaque for the Mina Cemetery recognizing the ladies and the Kirtleys, and to have Public Works set the plaque at the Mina Cemetery; to be paid out of Commissioner Recognition not to exceed \$100.

Clerk Treasurer Chris Nepper offered to order the plaque.

Public Comment; None

22. **Honorable Board of County Commissioners** – For consideration and possible action relative to acceptance of member resignation and approving the appointment of three new members to the Walker Lake General Improvement District.

**A MOTION WAS MADE BY** Commissioner Price, seconded by Commissioner Hegg and unanimously carried by the Board to accept Mr. Pugh's resignation from the Walker Lake General Improvement District.

Public Comment: None

**THE MOTION WAS AMENDED BY** Commissioner Price, seconded by Commissioner Hegg and unanimously carried by the Board to accept Mr. Pugh's resignation from the Walker Lake General Improvement District and the Walker Lake Advisory Board.

Public Comment: None

Commissioner Tipton advised that Tim Howe, Ron Morgan, and Mike Domagala were interested in joining the Walker Lake General Improvement Board.

**A MOTION WAS MADE BY** Commissioner Price, seconded by Commissioner Hegg and unanimously carried by the Board to accept the recommendation of the Walker Lake General Improvement Boards to appoint Tim Howe, Ron Morgan, and Mike Domagala to the Walker Lake GID Board.

Public Comment: None

**TIME SPECIFIC ITEMS:**

**10:00 AM Eric Hamrey, Public Works Director** – For consideration and possible action relative to the discussion and clarification of County Contractor Policy.

Mr. Hamrey stated the Board had asked about the contractor list and that according to the policy it was up to the contractor to get on the list.

Commissioner Price stated that he thought this had been discussed and how was the contractor to know about the list if something wasn't sent out to them.

Mr. Hamrey advised that it wasn't written in the policy to do this.

Mr. Rowe stated that you cannot make a policy to dictate every step that has to be taken in every instance, the person tasked with implementing the procedure needed to act reasonably to try and follow the Boards directions. Everything may require some interpretive moment and some judgement on behalf of the individual.

Mr. Hamrey asked how he was supposed to keep track of the rotating list with other departments doing projects without his knowledge.

Mr. Grant would like to see formal training on this policy.

Cherrie George, Senior Services Director suggested using CDBG forms; she thought the reason the departments were supposed to go to Public Works was so that it could save the County money if they could do the job. Ms. George stated that she did not receive the policy.

Commissioner Tipton advised that Mr. Rowe would be at the October department head meeting to answer questions regarding the policy.

**Immediately Following** For consideration and possible action relative to Public Works project schedule.

Mr. Hamrey went down the list of scheduled projects and advised the Board of what was done and what remained to be done.

Commissioner Hegg asked about the ADA pad at the Health Nurse building; he would like to see this moved higher on the list.

Commissioner Price requested an agenda item for the sinking of the 10<sup>th</sup> street road.

**Immediately Following** For consideration and possible action relative to adopting existing County Road Inventory.

Mr. Hamrey provided the Board with a map showing the existing County Roads in use.

Emergency Manager Patrick Hughes asked for a copy of the map.

Commissioner Tipton advised presenting the map to RTC and getting a recommendation; then taking it to the Board of Highway Commissioners, then the Board of County Commissioners.

The Board advised Mr. Hamrey to get it on the agenda.

Ms. George asked if the county had to maintain the road just because it was a public access.

**Immediately Following** For consideration and possible action relative to the RTC Board recommendation of the temporary closure of Bodie Canyon Road and discussion of repairs.

Mr. Hamrey advised that Bodie Canyon Road needed to be repaired, it was filled with rock.

Commissioner Tipton asked if there was someone that could be contracted to clear the road.

The Board advised asking Sign City for signs that say travel at your own risk, and to check with the RAC Committee for funding to rebuild the road; also to check for someone to contract for cleaning the road.

**1:30 PM Honorable Board of County Commissioners** – For consideration and possible action relative to discussion of Hawthorne Utilities operations, funding priorities, personnel/management levels and

issues, and departmental operations.

Commissioner Tipton advised this was not a decision on job performance it was just for discussion.

Commissioner Hegg asked about the notice to CAHS to install backflow prevention valve and if it was just for businesses; the ordinance does not say just businesses.

Mr. Grant stated this was a standard letter and even though it states they will cut off the water that doesn't mean they will; they can give them a 90 day extension; it takes effect for new businesses or if a business was doing an upgrade.

Hawthorne Utilities Office Manager Ana Fitzgerald stated that it was mandated by the State; the Ordinance was approved in 2002. Discussion Ensued

Commissioner Price asked about a voucher for ink cartridges and Chuck the Duck to Cass Rucker who did not have a county business license.

Ms. Fitzgerald advised that she had brand new ink cartridges to sell and they were half the price of what it would cost them for ink; she asked Ms. Rucker to paint a sign for Chuck the Duck, he was used for teaching kids about water conservation

Commissioner Price asked why the Public Works Director was not informed of the Office door that was put in after the procurement policy went out; he thinks this should have been brought to the Board.

Mr. Grant advised this door goes into his office and the training room; he stated it was an emergency exit. The door was paid for out of operations.

Recorder-Auditor Chris Hoferer asked why the door was charged to the landfill; she asked if it was budgeted.

Mr. Grant advised the office manages six departments so that is why they were charged to landfill.

Commissioner Price asked about Stronghold Yard Cleaning and whether it was for cleaning around the landfill and how long was it going to last; he suggested doing something yearly.

Mr. Grant advised that he was being paid by the bag; he was trying to keep the desert clean so they don't have to purchase a ten foot catch fence.

Commissioner Price asked about the fuel they buy from three different companies.

Mr. Grant advised that Menisini was bulk fuel for landfill and garbage trucks; Flyers was for the company vehicles; they were using the Goldengate cards, but Scotty's was now taking the flyer cards so they are using Scotty's.

Tom Carrigan advised that Scotty's donates to the Mineral County Booster Club.

Commissioner Price advised that he continues to see people talking on the phone and seat belts not being worn; the vehicles need to be kept tidy.

Commissioner Hegg asked about the molding/trim that was done at the Utility Office and advised that according to the Contractor Policy Mr. Hamrey should have been notified; he also asked for an explanation regarding the landfill assessment.

District Attorney Sean Rowe advised that Mr. Hackney had talked to him about an interpretation of the ordinance.

Mr. Grant advised the ordinance says they have to assess the properties.

Ms. Fitzgerald explained the process on how the assessment for the upcoming year was based on the prior year occupancy; they can't do it for the fiscal year because they have to get their letters out and ready in February, they go out to the properties in April then the board meets in May.

Mr. Rowe advised that the delay could cause a problem because of how long it lags.

Mr. Hackney advised the Pizza Factory closed down at the last day of November, they did not get a refund for the services they did not receive; the landfill assessment should go on the garbage service, also it was never voted to put this on the tax bill; people are paying on services that they did not use. Hawthorne Utilities seems to need a large cash flow so is the money kept for their cash flow. Mr. Hackney was told there was a rumor that Hawthorne Utilities does a lot of favors for him, he pays his

bills so he doesn't know what favors he getting.

Ana Fitzgerald advised the garbage was a pickup service; the landfill assessment was for the landfill closure.

The Board requested an agenda item for the landfill assessment.

Cherrie George, Senior Services Director asked if the ordinance covered how the assessment and the appeals were done; she thinks it should be assessed based on current usage.

Tom Carrigan advised that people would complain about a rate increase.

Mr. Grant advised he was having Vinnie's Electric put the electrical in their new storage sheds.

Commissioner Hegg asked if there was a contractor hired to clean up around the building.

Mr. Grant advised there was.

Commissioner Price asked why they do not pull employees into clean up the grounds.

**Immediately  
Following**

**Cherrie George, Senior Services Director** – For consideration and possible action relative to applying for additional funding from Aging and Disability Services Division (ADSD) to: (a) expand advocacy services; (b) provide transportation services to Walker Lake seniors; and (c) provide home-delivered meals services to Walker Lake seniors.

Ms. George advised crossing this item off; they could not come up with enough of a need.

**Immediately  
Following**

For consideration and possible action relative to acceptance of FY 2019 grant award for both Congregate and Home-delivered Meals Programs.

Ms. George advised the grant award for congregate meals was for \$79,567 and the grant award for delivered meals was \$82,300; she also informed the Board they had a foreign exchange student that comes in to do community service.

**A MOTION WAS MADE BY** Commissioner Hegg, seconded by Commissioner Price and unanimously carried by the Board to accept the grant award of \$79,567 for Congregate meals and to have the chairman sign.

Public Comment: None

**A MOTION WAS MADE BY** Commissioner Hegg, seconded by Commissioner Price and unanimously carried by the Board to approve the grant award of \$82,300 for delivered meals and to have the chairman sign.

Public Comment: None

**2:30 PM**

**Kirk Bausman, Chairman HIA/MCALUAC** – For consideration and possible action relative to opening, reviewing and taking oral bids from the audience for the Mineral County owned hanger and lot, Parcel APN#006-630-03.

Commissioner Tipton asked about the resolution to lease being signed in August and the auction set for September 5<sup>th</sup>.

Clerk-Treasurer Christopher Nepper advised that no bids had been received; he asked if there was anyone interested in Parcel APN #006-630-03. The minimum bid was for \$150 a month.

Tony Tipton said he was interested.

Mr. Nepper advised the lease was for one year with a renewable option for up to five years to be paid on a quarterly basis.

Commissioner Tipton advised this was effective today.

**A MOTION WAS MADE BY** Commissioner Price and seconded by Commissioner Hegg to accept the \$150 bid for Parcel APN #006-630-03 to be paid annually effective September 19, 2018. A vote of the Board disclosed the following:

**Ayes:** Commissioner Price  
Commissioner Hegg

Nays: None  
Abstain: Commissioner Tipton  
Absent: None

Motion carried and so ordered

**Immediately Following** **Honorable Board of County Commissioners** – For consideration and possible action relative to Nuisance Complaint for 910 Spencer, Hawthorne Nevada Parcel# 001-024-01.

Clerk-Treasurer Christopher Nepper advised that he had received no response.

The Board advised continuing for two weeks.

Harold Dimmick advised the Parcel number was right but the address was wrong.

Mr. Nepper advised the address should be 108 West 10<sup>th</sup> street.

**Immediately Following** For consideration and possible action relative to Nuisance Complaint for 725 G Street, Parcel #001-253-14.

Nothing was received the Board advised continuing for two weeks.

Board of Highway Commissioners - None

Public Comment - None

Commissioner Recognition – Commissioner Tipton she had attended a conservation meeting they were getting ready to do a resource needs assessment; Mineral County was 80% of the conservation district; she was trying to get a working group together to come up with resource and assessment plan.

Commissioner Price thanked the Sheriff & Undersheriff for sending the trustees to clean up the parks; they looked good.

There being no further business to come before this Board, the meeting of the Board adjourned until Wednesday, October 3, 2019 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  
Jerrie Tipton, Chairman

Date: 10.3.18

Attest:

Christopher Nepper  
Christopher Nepper, Clerk of the Board

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- 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](mailto:program.intake@usda.gov).