



Board of Mineral County Commissioners

Hawthorne, Nevada

November 20, 2019

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

Honorable Chris Hegg	Chairman
Honorable Christine Hoferer	Vice-Chairman
Honorable Garth Price	Member
Honorable Sean Rowe	District Attorney

Absent: Honorable Christopher Nepper Clerk-Treasurer

1. Pledge of Allegiance and Safety Message

Pledge Allegiance was led by Commissioner Price

No Safety Message provided

2. Approval of Agenda/Necessary Changes

Commissioner Price advised he would not participate with the Building Inspector Interviews due to a conflict.

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

Public Comment: None

3. 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 for review and signature.

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

Financial Horizon Credit Union Accounts Report was presented for review.

5. Reports and Correspondence - None

6. Minutes of November 6, 2019 – for review and possible action.

A MOTION WAS MADE BY Commissioner Price, seconded by Commissioner Hoferer and unanimously carried by the Board to approve as presented.

Public Comment: None

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

Mr. Collum provided updates on mining; grazing; renewable energy and recreation. The Navy was finalizing their EIS and the Mineral County Recreation Map has gone to the State Office;

Commissioner Price asked if they had started a Resource Management Plan for Mineral County.

Mr. Collum replied that BLM had completed one but it was in limbo; they are operating on the 2002 plan for now; he advised he was not going to be able to attend the December meeting.

Public Works Director Eric Hamrey asked Mr. Collum if he had heard anything on Huntoon Valley being turned into wilderness area.

Mr. Collum replied they had not seen anything.

8. Eric Hamrey, Public Works Director – For consideration and possible action relative to request for leave donation for county employee undergoing medical treatment.

Mr. Hamrey advised he had an employee with medical issues that has leave on the books but may run out of leave. He was requesting the Board to approve leave donations.

Commissioner Hoferer advised they had to use all of their sick leave; the policy was to allow sick leave donations not to exceed 80 hours or 90 days.

A MOTION WAS MADE BY Commissioner Price, seconded by Commissioner Hoferer and unanimously carried by the Board to allow Public Works Director Eric Hamrey to collect sick leave donations not to exceed 80 hours or 90 days and employee to exhaust all sick leave on the books.

Public Comment: None

9. **Chris Lawrence, Fire Chief** – For consideration and possible action relative to discussion of Ladder Truck repair cost and possible sale.

Fire Chief Lawrence advised the Ladder truck had a hydraulic leak; he could not find anybody to do repair work on the truck; he would like to advertise the Ladder Truck on Fire Trucks unlimited and post to sell as is.

A MOTION WAS MADE BY Commissioner Price, seconded by Commissioner Hoferer and unanimously carried by the Board to authorize Fire Chief Lawrence to sell the Ladder Truck as is.

Public Works Director Eric Hamrey asked if the truck had to be auctioned off.

District Attorney Sean Rowe advised that he would need to check into this.

Public Comment: None

10. **Bret Towe, Computer Technician** – For consideration and possible action relative to purchase of backup server for new systems.

Mr. Towe advised an offsite server was talked about at budget time; the server should be housed where they plan on having the Continuing Operation Center; he contacted Dell regarding a lease option for the purchase but they had not returned his call; the county was paying for a Disaster Recovery Service with Tyler; but he did not think they were with Devnet or Eagle

Commissioner Hoferer asked if he had contacted ADS.

Mr. Rowe advised the Disaster Recovery Service might be comparable to the price of having an off-site server.

The Board advised checking on the Dell lease.

11. **Christina Boyles, Park and Recreation Coordinator** – For consideration and possible action relative to having deed restrictions placed on Lions Park as part of the requirements for the Land and Water Conservation Fund Grant for the pump room remodel.

Ms. Boyles advised that she had spoke with Mr. Rowe and he said the Board could approve and then when the deed is actually filed, she could get it sent off.

District Attorney Sean Rowe advised that he had provided the Lions Club with two proposed deeds because they wanted some restrictions.

Commissioner Hoferer would like a copy of the deed before it is recorded.

A MOTION WAS MADE BY Commissioner Price, seconded by Commissioner Hoferer and unanimously carried by the Board to have Commissioner Christine Hoferer sign the deed restrictions contingent upon the deeds being reviewed by the Board.

Public Comment: None

- 12. Cherrie George, Senior Services Director** – For consideration and possible action relative to approving a salary increase for currently employed director positions in the following departments: Hawthorne Utilities, Library, Public Works/Road, Senior Services, and Fire Chief: an increase equivalent to what was recently awarded to the Undersheriff, with current fiscal year increases to be paid out of the General Fund.

Commissioner Hoferer would like to revisit 9:30 AM time specific agenda item; she advised there were employees went over for testing last week and was turned away. She thought Mr. Qualls said they would work with the county until they could find a solution.

Recorder-Auditor Cindy Nixon advised she would check on this.

Ms. George advised she took it upon herself to place this on the agenda. In September the Board approved a \$5,000 raise for the undersheriff and one of the reasons was for writing grants; the undersheriff received the 3% increase and then the Board approved \$5,000 increase and in January he will receive a 2.5% increase this would bring his salary to \$89,449; the undersheriff earned over \$12,000 in overtime last year, the result was an increase of 30% for one employee. She thinks the Board needs to realize there are directors who write grants and manage employees who have a forty-hour workweek like the undersheriff, the difference is that these directors are not afforded overtime. She would like the same consideration as the undersheriff; they were not in public safety but they are community services.

Commissioner Hegg was not in favor of a wholesale increase on every body's position.

Commissioner Hoferer stated that during the meeting she advised that people should be treated equally or it would be back before the board.

Commissioner Price stated that during that meeting they had said that once a year they would identify directors and employees that needed raises, and part of the justification was that he needed to be making more than the Lieutenant who would be making close to what he was making at the time.

Dana Tommila asked if the other departments could apply for grants for overtime.

Public Works Director Eric Hamrey stated they could by putting administrative costs in the grants they write.

Library Director Courtney Oberhansli stated that when she got her degree and was trying for more pay the undersheriff was the one that said no offense but she knew what the job paid when she took it.

Commissioner Hoferer advised each individual director come back before the Board to speak for themselves. You need to try to be fair and equitable; he gets a 30% increase and your other directors are just told to keep up the hard work; she did not see a couple of people there so they need to watch the little click because it was obvious why they were not there.

- 13. Honorable Cindy Nixon, Recorder-Auditor** – For consideration and possible action relative to Legislative mandate to increase Legal Services (NRS 247.305) (3)a Recording Fee from \$3.00 to \$5.00, effective January 1, 2020.

Recorder-Auditor Cindy Nixon advised this was just for their information regarding the Legislative mandate to increase Legal Services (NRS 247.305) (3) a Recording Fee from \$3.00 to \$5.00, effective January 1, 2020.

- 14.** For consideration and possible action relative to Board signature on the Joinder Provision Agreement, allowing Mineral County to exercise ARC services under Washoe County's Medical Services Contract #3086-19 to include all prices listed in the contract with consideration.

The Board advised this was discussed on the last agenda.

Recorder Auditor Cindy Nixon advised she needed a signature for this agreement.

Public Comment: None

A MOTION WAS MADE BY Commissioner Price, seconded by Commissioner Hoferer and

unanimously carried by the Board to approve the Joinder Provision Agreement with the new pricing services for January 1, 2020 to June 30, 2024 with ARC Health and Wellness.

15. **Honorable Board of County Commissioners** – For consideration and possible action relative to the ARC physicals pricing increasing by approximately 20%.

Item was addressed with item 14.

16. **Staci Emm and Jeff Bryant** – For consideration and possible action relative to approval and discussion regarding a support letter and \$6,000 match towards Walker Basin Conservancy and Cooperative Extension Regional Conservation Partnership Program grant (RCPP).

Schyler Hagen advised that Cooperative Extension was helping Walker Basin Conservancy as a collaborative partner in the grant application; they were asking for a letter of support from the County Commissioners, NDOW, Sportsman Club, Walker Lake Working Group and City of Yerington to purchase the automating gates in Yerington for the irrigation system; they are writing the grant for 1.2 million.

Commissioner Price advised that these gates would account for every bit of water that Walker Basin Conservancy was purchasing; the more people in support the easier it would be to get the grant.

District Attorney Sean Rowe hopes this grant does not interfere with the Desert Terminal Lakes Program; this money coming from Congress was intended to improve and purchase more water for the lake.

A MOTION WAS MADE BY Commissioner Price, seconded by Commissioner Hoferer and unanimously carried by the Board to move forward with the Chairman signing the letter in support of the Regional Conservation Partnership Program and \$5,000 in match to be determined at a later date.

Public Comment: None

17. **Honorable Christine Hoferer, Commissioner** – For consideration and possible action relative to Board of County Commissioners liaison assignments.

Commissioner Hoferer stated that since her first year was about done, she wanted to talk about the Commissioner Assignments; she would like to be the LEPC liaison and she would like to give up the WNDD appointment, she thinks her time would be better spent on other things.

Commissioner Hegg said yes that she could take over as the LEPC liaison.

18. For consideration and possible action relative to cut-off/deadline time to place items on the Board of County Commissioners agenda.

Commissioner Hoferer advised that she received three different phone calls; she does not see why people are being given one less day to place items on the agenda.

Chairman Hegg advised he would talk to the Clerk-Treasurer regarding this.

19. **Honorable Garth Price, Commissioner** – For consideration and possible action relative to approval of compensation for working out of classification for Emergency Manager Pat Hughes filling in for Building Inspector.

Commissioner Price would like to compensate Mr. Hughes for jumping in and helping to fill-in for the Building Inspector.

Commission Hoferer asked the Clerk-Treasurer to check on dates so they can make the pay retroactive.

The Board advised revisiting after lunch.

Commissioner Hoferer advised that the Personnel Policy for working out of classification was 5%.

Public Comment: None

A MOTION WAS MADE BY Commissioner Hoferer, seconded by Commissioner Price and unanimously carried by the Board to approve working out of classification pay of 5% for Emergency Manager Patrick Hughes for filling in with the Building Inspector duties and to be retroactive to July 1, 2019.

Commissioner Price advised that Jeff Bryant said the conservation grant match was through NRCS.

- 20. Honorable Chris Nepper, Clerk-Treasurer** – For consideration and possible action relative to purchasing Laserfiche from Precision Document Imaging for scanning of office documents for digital storage.

Clerk-Treasurer Chris. Nepper provided quotes for the purchase of Laserfiche to scan documents for digital storage.

Bret Towe advised this was to replace ONBASE; the ONBASE renewal every year was the same as the starting cost for Laserfiche.

Commissioner Hoferer stated this was \$8,000 unbudgeted and not an emergency; she advised waiting and putting it into his budget.

A MOTION WAS MADE BY Commissioner Price, seconded by Commissioner Hoferer and unanimously carried by the Board to suspend the Board of County Commissioners Pursuant to Nevada Revised Statute (NRS) 241.015(2)(b) (2).

Public Comment: None

- 21. Closed Session** – Pursuant to Nevada Revised Statute (NRS) 241.015(2)(b)(2) to receive information from legal counsel relative to potential or threatened litigation against Mineral County.
- 22. Open Session** – Discussion and possible action relative to existing/pending litigation involving potential or threatened litigation against Mineral County.

Commissioner Price advised there was no information at this time.

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

Public Comment: None

TIME SPECIFIC ITEMS:

- 9:30 AM Honorable Cindy Nixon, Recorder-Auditor** – For consideration and possible action relative to Mt. Grant General Hospital's recent decision to discontinue breath alcohol testing (BAT) on Mineral County employees for the purpose of CDL Randoms, Reasonable Suspicions and Post-Accidents.

Recorder-Auditor Cindy Nixon spoke with Mr. Qualls about the hospital not doing this anymore;

Mr. Qualls stated the problem was the volume of testing and the reimbursement cost of \$59 per test, they spend \$2,500 per year for the certification, they have to send them offsite for training; the analyzer was in need of being replaced (price 7,500 for a three year period). Given the cost the recommendation was that it was not cost efficient to continue but they would finish out this year.

Discussion ensued regarding having the Sheriff's office doing the testing;

Mr. Rowe advised that the Board could talk to SOC regarding an MOU for doing the DOT testing.

Ms. George advised they did not have the NDOT grant anymore.

The Board would like placed back of the agenda for next meeting.

- 10:30 AM Honorable Garth Price, Commissioner** – For consideration and possible action relative to

Kimberly Burgess, Partnership specialist from the US Census Bureau to provide an overview of the 2020 Census and the importance of an accurate count for the community. Efforts are most successful when there is participation from community partners and grassroots organizations to help educate and motivate people to self-respond.

Kim Burgess Partnership Specialist U.S. Census Bureau provided a packet with information on the 2020 Census; Federal funding is based on the census numbers; \$2,000 per person per year is lost or gained; April 1, 2020 is census day, the census can be taken online.

The Board advised they would have a discussion on forming a committee.

Commissioner Hoferer volunteered to place an article asking for volunteers in the newspaper and on the County Website, she asked to have placed back on the agenda for December 18, 2019.

11:30 AM Honorable Board of Commissioners – For consideration and possible action relative to the conducting annual Performance Evaluation of Bret Towe, Mineral County Computer Technician, including, but not limited to possible promotion, endorsement engagement, retention, termination, suspension, demotion, and reduction in pay, reprimand or “no action.

The Board tabled so they could take item 16.

The Board evaluated Mr. Towe on safety; quality & quantity; teamwork; initiative; time management; technical knowledge and decision making. The evaluation was commendable overall.

Commissioner Hoferer asked about his ticket system and if he was working on moving out of the Treasurers Office.

Mr. Towe replied was going to do more work on his ticket system; he was not moving to the Boys and Girls Club.

Commissioner Price stated he would like him to work on a system for inventory; he would also like to track where and the amount of phones in the county.

Mr. Towe replied that the ticket system was helping with this, he just had a passive network assessment done; they will see a full report in three weeks' time; the general opinion was comparing us in size and complexity to other locations sites we are above average and moving in the right direction. Mr. Towe asked for a raise.

The Board asked if they needed to increase his budget.

Commissioner Hoferer advised putting a pay increase in his budget.

Mr. Towe asked if the Board wanted to move other IT items into his budget. Discussion ensued. Board also advised bringing this up at budget time.

2:00 PM Board of Commissioners – For consideration and possible action relative to hiring a building official/inspector. The Board will be conducting interviews and possibly selecting an applicant and negotiating the terms of employment.

Applications were submitted by Verble Dean Cullen, Jarrod Schults, Michael Rolland, Trisha Morris, and Garret Brown.

Commissioner Hoferer explained the interview process and that all applicants would be asked the same questions; the questions asked were.

The Board asked each applicant what they could contribute to the organization; what kind of experience they had dealing with the public or a government agency; what good customer service involves; if they had experience or familiar with Flood Plane Management and International Building Codes; what skills and training would they be bringing from their previous work employment that be beneficial for this position; they were asked about a stressful situation that would demonstrate their ability to work under stress and if they have ever had to communicate

information to a group of people; how have they responded to constructive criticism from a supervisor.

A MOTION WAS MADE BY Commissioner Hoferer and seconded by Commissioner Hegg to hire Michael Rolland for the building official /Inspector at a starting salary of \$45,000 with the start date to be determined with the Offer of Employment. A vote of the Board disclosed the following:

Ayes: Commissioner Hegg
Commissioner Hoferer
Nays: None
Abstain: None
Absent: Commissioner Price

Motion carried and so ordered

Public Comment: None

Board of Highway Commissioners - None

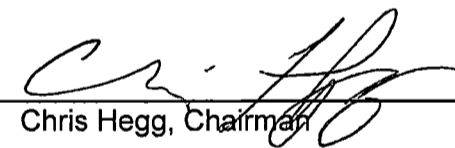
Public Comment - None

Commissioner Recognition – Commissioner Price advised that the Dean of UNR spoke to NACO and was asking them to participate in the 2020- 2021 Legislation session to help them with funding. Staci Emm and Schyler Hagen was working on information on the funding that had been lost in Mineral County.

There being no further business to come before this Board, the meeting of the Board adjourned until Wednesday, December 4, 2019 at 9:00 AM.

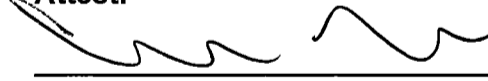
A verbatim recording of this meeting has been prepared and by reference becomes a part thereof.

Approved: Board of County Commissioners

By: 
Chris Hegg, Chairman

Date: Dec 4, 2019

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.