

White Pine County Board of County Commissioners

COUNTY COMMISSION MEETING AND *SPECIAL* FIRE COMMISSION AGENDAS

DATE: Wednesday, February 24, 2016
TIME: 9:00 a.m.
PLACE: White Pine County Aquatics Center
1111 Veterans Blvd., Ely, Nevada

***ASTERISK (*) DENOTES POSSIBLE ACTION ITEM**

Note: All times are approximate except for bid openings, public hearings, and any other items agendized at a specific time. Action may be taken on all items except where otherwise indicated. Items not scheduled for a specific time may be considered at any time and in any order to promote efficiency. The Commission may combine two or more agenda items for consideration, and may remove an item from the agenda or delay discussion at any time. Sponsorship of an Agenda Item by a member of the County Commission or Fire Commission may not signify agreement with the requested action. The White Pine County Board of Commissioners may take a short break every 1 ½ hours. The Commission will recess for a one-hour lunch break at approximately 12:00.

Public Comment: Public Comment during the County Commission Meeting AND *Special* Fire Commission Meeting on February 24, 2016, will be for all matters, both on and off the agenda and will be limited to three (3) minutes per person. The Commissions reserve the right to reduce the time or limit the total time allowed for public comment. **Comments during Discussion Items may not be accepted from the General Public.** The Commissions may prohibit comment if the content of the comments are willfully disruptive of the meetings by being slanderous, offensive, inflammatory, irrational, or amounting to personal attacks or interfering with the rights of other speakers. Persons are invited to submit comments in writing on the agenda items and/or attend and make comment on the item at the Commission meeting.

ATTENTION: Cell phone use, text messaging and conversation that are unrelated to the specific agenda item that is being discussed are prohibited while the meeting is in session.

9:00 A.M. PLEDGE OF ALLEGIANCE

PUBLIC COMMENT: A period devoted to comments by the general public, if any, and discussion of those comments. No action may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken (N.R.S. 241.020(2)(c)(3)).

1. NOTICE OF TIMED AGENDA ITEMS:

A. 9:05 A.M. ROAD COMMISSION

- 1) **Discussion/Update: On Primary and Secondary Roads Within White Pine County and County Facilities, Completed and Future Projects, Communications with Corporations and Governmental Agencies**
- *2) **Discussion/Action/Possible Approval of Road Commission Minutes from January 27, 2016**

The Chairman will recess the Regular County Commission Meeting for a Special Meeting of the White Pine County Fire Commission.

B. 9:10 A.M. *SPECIAL* FIRE COMMISSION:

PUBLIC COMMENT

- *1) **Discussion/Action/Possible Approval on Fire District Progress by District Fire Chief, Brett Waters**
- *2) **Discussion/Action/Possible Approval to Appoint Warren Reed Insurance Company as the Broker of Record for Property, Liability and Worker's Compensation Insurance Pursuant to the Proposals Received, Elizabeth Frances, Finance Director**
- *3) **Discussion/Action/Possible Approval to appoint Leavitt Group as Broker of Record for Employee Health Benefits Pursuant to RFP Submitted, Kathy Ricci, Human Resources Director**
- *4) **Discussion/Action/Possible Approval: Selection of consultant to perform a Feasibility Study for Cooperative Services, Brett Waters, District Fire Chief, and Elizabeth Frances, Human Resources Director**
- *5) **Discussion/Action/Possible Approval: Fire/EMS Mutual Aid Agreement with Lincoln County, Brett Waters, District Fire Chief**
- *6) **Discussion/Action/Possible Approval of the Inter-Local Agreement for Temporary Fire Protection and EMS Services for a Monthly Payment of \$6,000 from the County to the City and Other Conditions Specified in the Agreement Included as Backup Materials**
- *7) **Discussion/Action/Possible Approval of Fire Commission minutes from January 27, 2016**

PUBLIC COMMENT

The Chairman will adjourn the Special Meeting of the White Pine County Fire Commission to reconvene the Regular County Commission Meeting.

C. 9:30 A.M. ORDINANCES, FIRST READINGS, PUBLIC

HEARINGS, BID OPENINGS, DECISIONS:

Ex parte Communications and Conflict of Interest Disclosure Statements

1) a. *9:30 a.m. PUBLIC HEARING

The White Pine County Board of Commissioners will Receive Public Comments Regarding the Approval of Certification of Roads within White Pine County, Nevada Pursuant to NRS 365.550

- *b) **Discussion/Action/Possible Approval:** of Certification of Roads within White Pine County, Nevada pursuant to NRS 365.550

D. 1:00 P.M. PRESENTATION:

Discussion Only: Baker General Improvement District, Nevada Department of Wildlife (NDOW) and Bureau of Land Management (BLM) regarding Baker General Improvement District Right-of-Way Application, Gary Perea, Chairman

2. ITEMS FROM ELECTED OFFICIALS AND DEPARTMENT HEADS:

A. COUNTY COMMISSION:

- *1. **Discussion/Action/Possible Approval:** of Submitting a Letter to the Governor of the State of Nevada and/or the Nevada Congressional Delegation Concerning the Baker General Improvement District Right-of-Way Application, Gary Perea, Chairman

B. ELECTED OFFICIALS:

1. Nichole Baldwin, County Clerk:

- a) **Discussion/Update** on the 2016 Ballot Question Committees

C. DEPARTMENT HEADS:

1. Bunny Hill, Social Services Director:

- *a) **Discussion/ Action/Possible Approval:** to travel to Carson City, NV for a Mandatory all day NDOT-FTA 5311 workshop. Travel and per diem is 100% reimbursable through RTAP funds. Travel not to exceed \$700.00

2. Lori Romero, Library Director:

- *a) **Discussion/Action/ Possible Approval** To Accept Great Basin Heritage Area Partnership Grant in the Amount of \$1,500 to be Used Towards Purchase of Microfilm Equipment and \$1,500 Match coming from the E.L. Cord Foundation Grant

3. Brett Waters, District Fire Chief:

- *a) **Discussion/Action/Possible Approval** to Apply for FY 2017 SERC Grant for \$25,000 in Equipment and \$4,000 in Operations with No Match
- *b) **Discussion/Action/Possible Approval**: Ratification of EMPG Grant for FY 2016 to Support Personnel Costs for Emergency Management
- *c) **Discussion/Action/Possible Approval**: Ratification of PACT Grant for Stryker EMS Equipment, 50/50 match, County share \$30,194.50 for Next Fiscal Year
- *d) **Discussion/Action/Possible Approval**: RAM Software Systems/AIM Software Service Agreement for 2 years to support Ambulance Billing
- *e) **Discussion/Action/Possible Approval**: Contract to update the White Pine County Emergency Operations Plan and Hazardous Materials Annex, No Match, and Funds have been awarded by an EPWG Grant to pay for this service
- *f) **Discussion/Action/Possible Approval**: Selection of consultant to perform a Feasibility Study for Cooperative Services, Brett Waters, District Fire Chief, and Elizabeth Frances, Human Resources Director

4. Kathy Ricci, Human Resources Director:

- *a) **Discussion/Action/Possible Approval** of Revision To Section 6.9 "Emergency Conditions" and "Disaster Area Declaration" To The White Pine County Personnel Policy
- *b) **Discussion/Action/Possible Approval** To Authorize the Finance Department To Adjust A One Time Reimbursement For 8 hours of Paid Administrative Leave Time To Employee's Accrual Data Section For Those Who Were Affected By County Office Closures For The Snow Day On February 1, 2016
- c) **Discussion Only** On How Employees Could Be Notified Of Emergency Events That May Affect County Closures
- *d) **Discussion/Action/Possible Approval**: To Begin Recruitment To Hire An Equipment Operator Position. The Position Has Been Vacant Since July 17, 2015, Kathy Ricci, Human Resources Director, and Bill Miller, Road Superintendent
- *e) **Discussion/Action/Possible Approval**: To Begin Recruitment After the 90 Day Period Per Hiring Delay Policy/Procedure To Hire An Equipment Operator Position Due To A Two Week Notice Submitted On February 16, 2016 To The Road Superintendent. Recruitment For This Position Will

Begin On May, 16 2016, Kathy Ricci, Human Resources Director, and Bill Miller, Road Superintendent

5. Bill Calderwood, Maintenance Superintendent:

- a) Discussion Only: Cost comparison for White Pine County trash pick-up vs. outside vendor

6. Elaine Blackham, Senior Management Assistant:

- *a) Discussion/Action/Possible Approval: for Travel to Carson City for two (2) people to give the CDBG Presentation Regarding the Ely Senior Center Parking Lot Upgrade Grant Application. The cost of travel should not exceed \$350.00 per Person for a total of \$700.00
- *b) Discussion/Action/Possible Approval: Applications of Extension of Time for Water Permits #72728 Through #72749 (22 Applications) For Industrial Use in North Steptoe Valley at a Cost of \$120.00 per Application for a Total of \$2,640.00

7. Elizabeth Frances, Finance Director:

- *a) Discussion/Action/Possible Approval of Monthly Financial Reports for January 2016
- b) Discussion/Update - Explanation Regarding Date Changes on Vouchers for Emergency Management Grants
- *c) Discussion/Action/Possible Approval of the Inter-Local Agreement for Temporary Fire Protection And EMS Services for a Monthly Payment of \$6,000 from the County to the City and Other Conditions Specified in the Agreement Included as Backup Materials

D. ADVISORY BOARDS:

NONE

3. CONSENT AGENDA:

The following are “action” items that may be considered in one motion/one vote. They are considered routine, non-public hearing items that have no protests. Any person representing an item or member of the public not in agreement with the recommendations by staff should request to have that item removed from the Consent Agenda. Any County Commissioner may remove any items from the consent Agenda and have it placed in the Action Items.

*a. Discussion/Action/Ratification of Correspondence Sent on Behalf of the White Pine County Commission.

*b. Discussion/Action/Possible Approval of Payroll for County Elected Officials.

*c. Discussion/Action/Possible Approval of HR Transmittal for Payroll Changes.

*d. Discussion/Action/Possible Approval of budget transfers within and between functions or programs within a fund that do not increase the total appropriation of the fund.

4. NOTICE OF UNTIMED ITEMS:

- *1) Discussion/Action/Possible Approval: Appointments and Resignations,
Nichole Baldwin, WP County Clerk

RESIGNATIONS:

PLUAC
Wildlife Advisory Board

Doris A. Metcalf
Thomas Brunson

REQUESTING APPOINTMENTS:

Wildlife Advisory Board
Ag District 13/Fair & Rodeo Board
Ruth Town Council

Steve Marquez
Karen Wines
Thomas Hinkle

- 2) Discussion/Action/Possible Approval of the Following Minutes:
 o County Commission Meeting, January 27, 2016
- 3) County Commission Recommendations for Items for Future Agendas

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County Commission * Adjournment

NOTICE TO PERSONS WITH DISABILITIES:

Members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify the Clerk of the Board of Commissioners at 801 Clark Street #4, Ely, Nevada 89301; or by calling 775-293-6509 at least two (2) days in advance.

I, Nichole Baldwin, did on the 18th day of February, 2016 by 5:00 p.m. cause to be posted (5) five notices of the White Pine County Commission Meeting and Special Fire Commission Meeting Agendas in the County of White Pine, to-wit: At the Courthouse, at the County Administration Building, at the Public Safety Building, the White Pine Aquatics Center, and at the Ely U.S. Post Office. The meeting notice is also posted to the White Pine County website at <http://whitepinecounty.net> and on the State of Nevada Public Notices website at <http://notice.nv.gov>. An additional copy of the Agenda along with supporting material, if any, are on display and available at the front counter of the White Pine County Clerk's Office at 801 Clark Street, Suite 4, Ely, NV 89301