

White Pine County Board of County Commissioners

WHITE PINE COUNTY COMMISSION & FIRE COMMISSION MEETING AGENDA



DATE: Wednesday, January 10, 2018
TIME: 9:00 a.m.
PLACE: White Pine County Library Conference Room
950 Campton Street, 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 and Fire Commission Meeting on January 10, 2018, 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. COUNTY COMMISSION APPOINTMENTS

- *1) Discussion/Action/Possible Selection of County Commission Chairman for 2018
- *2) Discussion/Action/Possible Selection of County Commission Vice Chairman for 2018
- *3) [Discussion/Action/Possible Approval](#) of County Commission Liaison Appointments for 2018

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

B. 9:15 A.M. FIRE COMMISSION

PUBLIC COMMENT

- 1) Discussion/Update on Fire District Progress by WPC District Fire Chief, Tim Woolever
- *2) [Discussion/Action/Possible Approval](#) of the job description for Firefighter I/AEMT for the White Pine County Fire Protection District. Kathy Ricci, Human Resources Director & Tim Woolever, WPCFPD Fire Chief
- *3) [Discussion/Action/Possible Approval](#) of the job description for Firefighter II/AEMT for the White Pine County Fire Protection District. Kathy Ricci, Human Resources Director & Tim Woolever, WPCFPD Fire Chief
- *4) [Discussion/Action/Possible Approval](#) of the job description for Fire Equipment Operator/AEMT for the White Pine County Fire Protection District. Kathy Ricci, Human Resources Director & Tim Woolever, WPCFPD Fire Chief
- *5) [Discussion/Action/Possible Approval](#) to begin recruitment to fill the vacant position of the Administrative Assistant to Emergency Medical Services/Office of Emergency Management and White Pine County Fire Protection District with the resignation of Barbara Stephey effective 1/25/2018 including filling as a temporary or part-time, or to combine job description with another county position. Kathy Ricci, Human Resources Director & Tim Woolever, WPCFPD Fire Chief
- *6) [Discussion/Action/Possible Approval](#) of Monthly Financial Reports for November 2017. Elizabeth Frances, Finance Director & Catherine Bakaric, Treasurer

- *7) [Discussion/Action/Possible Approval](#) of minutes from the following Fire Commission Meeting:
 - December 6, 2017

PUBLIC COMMENT

The Chairman will adjourn the 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) **PUBLIC HEARING:** The White Pine County Commissioners will take public comment on Ordinance 476, Bill No. 08.09.2017, an ordinance adding Chapter 4, Section 2 regulating the number of slot machines, games, gaming devices, race books or sports pools that are operated and played for value within the County
- *b) [Discussion/Action/Possible Approval](#) of Ordinance 476, Bill No. 08.09.2017, an ordinance adding Chapter 4, Section 2 regulating the number of slot machines, games, gaming devices, race books or sports pools that are operated and played for value within the County
- 2) a) **PUBLIC HEARING:** The White Pine County Commissioners will take public comment on Ordinance 481, Bill No. 11.08.2017, an ordinance adding Title 3, Chapter 3, Section 60 creating a central receiving and disbursing system for County money. Elizabeth Frances, Finance Director
- *b) [Discussion/Action/Possible Approval](#) of Ordinance 481, Bill No. 11.08.2017, an ordinance adding Title 3, Chapter 3, Section 60 creating a central receiving and disbursing system for County money. Elizabeth Frances, Finance Director

D. 9:55 A.M. LIQUOR BOARD

- *1) [Discussion/Action/Possible Approval](#) of minutes from the September 13, 2017 Liquor Board Meeting

E. 10:00 A.M. ROAD COMMISSION

- *1) Discussion/Action/Possible Approval to award a bid for one (1) new semi-truck as advertised on the County's website and in the Ely Times
- *2) [Discussion/Action/Possible Approval](#) of minutes from the following Road Commission Meeting:
 - December 20, 2017

2. ITEMS FROM ELECTED OFFICIALS AND DEPARTMENT HEADS:

A. ELECTED OFFICIALS:

1. Mike Wheable, District Attorney

- *a) Discussion/Action/Possible Approval of an RFQ for architectural services for the Jail Expansion/Courthouse Project

2. Nichole Baldwin, County Clerk

- *a) [Discussion/Action/Possible Approval](#) of Resignations and Appointments for White Pine County Advisory Boards and Town Councils:

RESIGNATIONS:

Robert Winder	McGill Town Council	At Large Resident
Kathryn Griffith	Water Advisory Committee	Ely Shoshone Tribe

REQUESTING (RE) APPOINTMENTS:

Thomas Hinkle	Ruth Town Council	At Large Resident
Dan Hathaway	Baker Area Citizens Advisory Committee	At Large Resident
Norris Hendrix	Water Advisory Committee	Agriculture
Jimmy Jordan	Ag District 13/Fair & Rodeo Board	At Large Resident
Kathy C. Brumley	Library Board of Trustees	At Large Member

- *b) [Discussion/Action/Possible Approval](#) of the Findings of Fact and Conclusions of Law which resulted from the OAG investigation for file no. 13897-237 to conform with NRS 241.0395

- *c) [Discussion/Action/Possible Approval](#) of an agreement for extended warranty, preventative maintenance and support from Justice AV Solutions (JAVS) for the Seventh Judicial District Court from November 1, 2017 to October 31, 2018

B. DEPARTMENT HEADS:

1. Lori Romero, Library Director/Senior Program Administrator

- *a) [Discussion/Action/Possible Approval](#) to accept 2017 LSTA Community Enrichment Cycle 2 Funds in the amount of \$2,000 with no match

- *b) [Discussion/Action/Possible Approval](#) to submit a ballot question to increase the tax override from .02 to .05 for the White Pine Nutrition Program

- *c) **Discussion/Action/Possible Approval** of determination of period of years for the ballot question to designate a portion of the current property tax rate for the purpose of generating funds to go towards operating and maintaining the Senior Center in White Pine County
- *d) **Discussion/Action/Possible Approval** to use ballot question explanation, fiscal impact, arguments in favor of passage and arguments in opposition to passage as presented
- *e) **Discussion/Action/Possible Approval** of Senior Center Building Use Contract for rental purposes

2. **Kathy Ricci, Human Resources Director**

- *a) **Discussion/Action/Possible Approval** of the job description for Firefighter I/AEMT for the White Pine County Fire Protection District
- *b) **Discussion/Action/Possible Approval** of the job description for Firefighter II/AEMT for the White Pine County Fire Protection District
- *c) **Discussion/Action/Possible Approval** of the job description for Fire Equipment Operator/AEMT for the White Pine County Fire Protection District
- *d) **Discussion/Action/Possible Approval** to begin recruitment to fill the vacant position of the Administrative Assistant to Emergency Medical Services/Office of Emergency Management and White Pine County Fire Protection District with the resignation of Barbara Stephey effective 1/25/2018 including filling as a temporary or part-time, or to combine job description with another county position
- *e) **Discussion/Action/Possible Approval** to begin recruitment for Fairground Host effective March 31, 2018 with the resignation of the current Fairgrounds Host, Joe Noyes
- *f) **Discussion/Action/Possible Direction** on the proposed County Manager job description and compensation
- g) **Discussion Only** on open enrollment for health benefits for White Pine County's retirees through January 31, 2018 as required by NRS and approved by the White Pine County Commission in 2010
- *h) **Discussion/Action/Possible Approval** to ratify the recruitment process to fill a dispatch position at the White Pine County Sheriff's Office effective 1/7/18

3. Elizabeth Frances, Finance Director

- *a) **Discussion/Action/Possible Approval** to authorize redesign of the White Pine County website at a cost of \$6,400 as outlined in the proposal from Civic Plus
- *b) **Discussion/Action/Possible Approval** of Proposed FY2019 Budget Preparation Schedule
- *c) **Discussion/Action/Possible Approval** of Updated Grant Management Policy Including Standardized Grant Report Form for Reporting to the County Commission

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

- *a) **Discussion/Action/Possible Approval** to close SR 318 on Sunday, May 20, 2018 and Sunday, September 16, 2018 for the Silver State Classic Challenge. Bunny Hill, Executive Director
- *b) **Discussion/Action/Possible Approval** to close SR 490 for approximately 5 hours on each of the following days: Friday & Saturday, May 18 & 19, 2018 and Friday & Saturday, September 14 & 15, 2018 for the Shootout Challenge. Bunny Hill, Executive Director
- *c) **Discussion/Action/Possible Approval** of minutes from County Commission meetings on the following dates:
 - December 20, 2017
- d) County Commission Recommendations for Items for Future Agendas
- *e) Discussion/Action/Possible Motion to close the open meeting for discussion with the Board related to Collective Bargaining pursuant to NRS 288.220

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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.

AFFIDAVIT:

I, Nichole Baldwin, did on the 4th day of January, 2018 by 5:00 p.m. cause to be posted (5) five notices of the White Pine County Commission and Fire Commission Meeting Agenda in the County of White Pine, to-wit: At the Courthouse, at the County Administration Building, at the Public Safety Building, the White Pine County Library, 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.

Nichole Baldwin