

IN A SPECIAL MEETING OF THE WHITE PINE COUNTY COMMISSION AND BUDGET WORKSHOP HELD ON MARCH 10, 2020 IN THE COUNTY LIBRARY CONFERENCE ROOM IN ELY, NEVADA

The Following Were Present:

County Commission

- Richard Howe, Chairman
- Travis Godon, Vice-Chairman
- Ian Bullis, Commissioner
- Shane Bybee, Commissioner
- Laurie L. Carson, Commissioner
- Nichole Baldwin, Clerk of the Board
- Susan Lujan, Deputy Clerk

County Officials

- Desiree Barnson, Social Services Director
- Elizabeth Frances, Finance Director
- Jennifer Farnworth, IT Specialist
- Stephen Bishop, Ely Justice Court Judge
- Lynette Gus, Juvenile Probation
- Megan Pekuri, Juvenile Probation
- Jennifer Drew, Building Dept. Admin. Assistant
- Martin Troutt, Road Department Superintendent
- Steve Dobrescu, District Court Judge
- Kristy Rozich, Aquatic Center Director
- Bill Calderwood, Public Works Director
- Mike Wheable, District Attorney

Also Present

There was none.

Chairman Richard Howe called the meeting to order at 8:30 a.m. Commissioner Ian Bullis led the Pledge of Allegiance.

MOMENT OF SILENCE/SILENT INVOCATION

This was duly observed.

PUBLIC COMMENT

There was none.

BUDGET WORKSHOP: FISCAL YEAR 2021 BUDGET WORKSHOP/DISCUSSION FOR POSSIBLE ACTION/DIRECTION ON BUDGET FOR PUBLIC HEALTH INCLUDING SOCIAL SERVICES, PUBLIC WORKS AND PARKS AND RECREATION

Finance Director Elizabeth Frances advised there is one position in Public Health, Bernadett Sena. Our Public Health Nurse is with us half-time from the State, and she's paid out of the General Fund. They are requesting an additional half-time person.

Public Health

Social Services Director Desiree Barnson advised there are no changes being requested; it's operating well within the current budget. Director Frances advised she had discussed the upcoming potential impacts and how we should be responding to those; she added there are funds in Contingency, and there is no increase being requested to this budget as they aren't credentialed to take care of sickness. It was clarified this Department takes care of wellness. It is only within the Hospital/State/CDC to quarantine as it's not within this Department's jurisdiction. Director Barnson noted there won't be a vaccination for COVID-19 for at least 2 years out; however, the POD will be run through the EOC and the State will issue masks. Both the City and the County have PODs; however, it was noted the State isn't keeping our supplies up to date, which is a potential issue that our former Emergency Management Director Cameron Kirkham had been working on. The Contingency fund, it was emphasized, would only be used for indigents; and it will come from the Social Services budget. Commissioner Laurie Carson asked if the County is in error for not requesting the supplies, or is the State, for not supplying us? The reply was the State. Director Frances recommended a "polite reminder" to the State needs to be done. Discussion followed on outreach in other Departments, and also how the State is sending prevention tips, etc. to be posted around the County; our IT Department is putting them on our website as well. Media will be kept up to date, such as KDSS and the newspaper. Director Frances emphasized that prevention will work if everybody participates. Director Barnson will look into what she has on hand in the way of gloves, sanitizer, etc. in order to help distribute these items to our offices and the Senior Center. The Board agreed that the Senior Center should be given priority as to any support we can provide.

Social Services – Director Frances noted that for the indigent side, the Board will notice the revenues aren't updated until figures are received from the State, as well as the grant estimates. This Department has the Director and a fulltime caseworker being requested, in order to bring Assistant Sena in for another ½ time person; this would bring her up to fulltime status. Director Barnson advised more community outreach will be possible by doing this, and we would be staffed like we were when former Public Nurse Karen Collis was here. They are requesting a desk and chairs so there would be 2 rooms available in order to schedule more people as needed.

Director Barnson noted that she hasn't received the NDOT contract which would extend the operations for Ely Bus for another 5 years; however, she noted the operator will lower his costs for the County. Commissioner Ian Bullis asked about discussions with Coach USA; Director Barnson noted she's worked with Elko and Lincoln counties, and Lincoln County is willing to work with us regarding NDOT and our travel needs. With respect to vagrants, if we could get them to Lincoln County they could be transported from there to Las Vegas, etc. Elko Greyhound is also working on this to open up the eastern side of Nevada. There are more vehicles being built, she noted, to assist Cherry Creek, Lund and Baker routes in the near future. She clarified that basically indigents would be routed to Las Vegas, but women and children would go to Elko, as there is a shelter there. She created a new line item for community support for in-house, hygiene, cold weather kits (such as MRE's, water, etc.).

State Indigent – Director Frances noted our Medicare match; Director Barnson confirmed it's our "50/50" match. While this has been changed at the State level, our cap hasn't changed. Director Frances noted that again, our revenues aren't paid until we receive the figures from the State, on March 25th.

Judicial

District Attorney – Director Frances advised this office has the same staff as last year; all the Deputy District Attorneys received a raise that brought them up to the top of the line in their salary rate. For step increases, however, she recalled for the Board that action must be taken in order to request those. District Attorney Mike Wheable, noting the top has been reached, asked if this would be addressed by new step increases? Commissioner Shane Bybee felt a new pay scale should be created. D.A. Wheable noted they had just been raised in order for them to be equal in salary with the rest of the State. He added they're trying not to overspend in this office. He added there is a Child Advocacy Center being created in Elko County for kids who were victims of crime or abused; they are seen by licensed psychologists, counselors, etc. Currently, he noted our County kids are taken to Pahrump. He advised there will be someone scheduled to appear before this Board to explain the Center and request that we might participate and enter into an agreement with Elko County.

Law Library – Director Frances noted there weren't many changes here; it provides materials for the Law Clerks, Judges, the D.A., etc. It's the same as for last year.

Justice of the Peace – Ely – Director Frances noted Judge Stephen Bishop has several budgets; he is requesting a new Court Clerk. There are smaller funds which are spent at the discretion of Judge Bishop, much like those which are in place for the Recorder and Assessor. Judge Bishop explained his request for a 4th Court Clerk; this is prompted by the increase in jury trials, having to run summonses through the Clerk's office and also scheduling juries, which he noted is a challenge to coordinate. He would bring in volunteers to assist with caseload, which has increased by 12%. The security both for Ely State Prison and the Courthouse are equally poor; scheduling and rescheduling is common to allow for the needed security, as he explained. As no one knows how to do eviction filings, for which there is a 25% increase, he estimated a 75% overall workload increase. They are receiving domestic violence cases from Muni Court; none of those are being filed there anymore, they all come to Justice Court. He added he has no control over this; everything is being cited as "State law violations" which therefore make them his problem. Also, during the discussion it was noted NRS can't override jury trials; this is current throughout the State. He did advise that for the prison cases, they do keep track of time spent on those as they are reimbursed by the State. Commissioner Travis Godon asked if there was any way to contract out for some of the work; Judge Bishop noted that's mostly an internal process, for which hands-on would be needed. In reply to a query from the Board, Judge Bishop advised Muni Court is doing DUI's; at this point, no jury trials are being done for those, and he clarified that in the City (Muni) Court, all their cases are misdemeanors, not felonies. So far he has set 10-15 jury trials, for which the entire process must be followed, but those are normally resolved within an hour, he noted. In reply to a query from Commissioner Ian Bullis, it was noted all this activity had come down from the Supreme Court. Items in the budget were mainly for the increase in Postage, as he explained to the Board. Director Frances cited the House Arrest program, which is more cost-effective than having people spend time in Jail; the transfer in from the General Fund is \$1,500 for that, it was noted.

Judicial Costs – Director Frances noted there are a couple of substantial increases being requested here; Witness Fees, and an Investigative Attorney. District Court Judge Steve Dobrescu advised we have some very serious cases coming through, mostly from the Prison, which are reimbursed by the State. Hopefully the increases being requested will be enough, he commented. There are a couple of local cases still to be filed, and most of those types are resolved fairly well.

Director Frances asked about the policy regarding inmates being together in the yard—from which stabbings have resulted—and if that could be changed; Judge Dobrescu advised while the policy concept may have been good, the Warden took it to the extreme and couldn't foresee the gang problem. This could result in many civil lawsuits regarding inmate control, which he illustrated for the Board.

District Court #1 – This is for the Executive Legal Assistant + benefits and the Law Clerk. Judge Dobrescu noted they had just lost their Drug Court Coordinator, and are looking to hire one. There is someone in mind, he noted, and we would be utilizing a grant; she is entitled to PERS and willing to waive the insurance at this point in time. No changes are being requested in this budget; it was noted that there are grants we receive through the State for the Drug Rehab Program, so salaries could be paid to the Drug Counselor and their Administrative Assistant. Other smaller funds such as for the Victim Impact Panel, House Arrest, Admin Fees and Legal Aid, are under direction of the Judge. He noted we will need a full time Bailiff, and it's being advertised; however, they don't get Police and Fire retirement, per NRS, and that is an obstacle. During the discussion he noted that perhaps retirees could be utilized; off-duty Sheriff's Dept. deputies shouldn't be used, Director Frances clarified for the Board.

District Court #2 – Director Frances advised there are no changes to this budget other than adjusting for salary changes.

Juvenile Probation – Other than a new truck being requested, Director Frances advised they are just moving line item monies around to where they would best be increased. Juvenile Probation Officer Lynette Gust advised that we have been billing Lincoln County DPOs since last July; it comes out of our budget, but then we are reimbursed, as she explained; it's specific to their services in Lincoln County. Also since July they can only collect from fines, not from fees, detention or transport. She explained their request for a new vehicle; their current vehicle often breaks down transporting kids, and it's not a winter-worthy vehicle. They did get to use a Lincoln County truck; but now she is requesting a 4WD for their purpose. While the SUV is nice, it doesn't work for them, they really need a truck. Transports often take 12 hours; sometimes kids will require an overnigher. The ability for Lincoln County to bring kids up to our new Justice Center will be very beneficial, as Judge Dobrescu noted.

Juvenile Detention – Officer Gust noted they move money around in line items; the budget has decreased slightly over previous years, such as for drug tests.

Bailiffs – This had been discussed earlier. There is potential for changing how we do our Bailiffs; there will be an increase in Travel/Training expense, as we will be sending new Bailiffs to POST, since they require that certification.

Court Judicial Support – No real changes being requested here; it falls under the Clerk's purview. There are changes in software and maintenance noted (Benchmark, Jurymark, etc.). Contract services of \$90,000 is being requested for the digitizing project this year; Director Frances felt only a portion of that amount would need to go forward, as the project progresses.

Public Works

Maintenance – Director Frances noted some changes regarding salaries and some of the Sr. Maintenance workers. The additional Maintenance worker that had been requested to help oversee some of the new Justice Center is currently vacant. A new Sr. Maintenance Worker is being requested. The Management Assistant for the Department, Lead Supervisor, and Director are paid 60/40 with the Road Department, as was explained. Public Works Director Bill Calderwood advised they're looking to do some SMPLMA projects that could affect us in the future; he used to have 6 people prior to the EOC's going away, and now they have 5, with a heavier workload. He wants both Departments to be more proactive, rather than waiting for phone calls! But due to the increased workload they find themselves in more of a position of putting out fires than moving ahead with projects. Director Frances indicated that the General Fund has been subsidizing many of the smaller funds without any relief going back in; that also impacts their workload. Commissioner Travis Godon asked if stopping such subsidies would help the situation; Director Calderwood noted it wouldn't lessen the workload, and cited how McGill lets their seasonal workers go annually so Maintenance still has to take up the slack. There was some discussion of how safety takes priority, but there's also a concern that the facilities would be neglected to the point of being hazardous. Commissioner Ian Bullis wants to see a sheet showing the one-time requests and the others that would affect the operating budget, in order to help the Commission make educated decisions; Director Frances will provide that to the Board. Director Frances noted that Central Services does provide a way to continue subsidizing; just charge out those costs and do an offsetting transfer into a special revenue fund. Director Calderwood explained that anything that is done in the Road Dept. is traded in hours, as he feels appropriate, citing Marich Field's chipseal as an example. Discussion moved down this budget, including such items as upgrading the Best locks to electronic locks throughout the County, in preparation for the new Courthouse, which will include barcodes. Equipment funds are increased due to cost trends, in order to continue maintaining the equipment; Contracts went down slightly, but Contract Services went up with respect to demolishing the old Canyon Shed. Long-term storage will need to be provided for; a new truck to upgrade the fleet will be done in order to maintain a healthy fleet on a continual basis. It was noted that if the new Maintenance position is approved, they could eliminate the temporary Maintenance Courthouse-site person. There was a question regarding dumpsters for such things as the Snake Valley celebrations; it was agreed that was a service that should be charged for, although the routine weekend cleanup dumpsters there is some increase there. Commissioner Travis Godon asked about electrical conversion from propane, with respect to the Fire District's outlying stations; Director Calderwood will obtain some prices and provide that at a later date to the Board. Regarding the engineering services for asphalt work in front of the Fire Stations and the bathroom in McGill, Director Frances noted those items could be augmented but she would need a figure in order to do that. Director Calderwood will get an engineer to start drafting, and get a bid out, so construction can start July 1st.

Capital Improvements – Director Frances cited the projects as prioritized by Director Calderwood: Finish installing windows in the Courthouse; Marich Field; Golf Course; etc. She noted the revenue figures will be available from the State on March 25th in order to better plan for these. She did note that the budget to demo the Shed is for \$55,000 this year so it can be completed during this fiscal year. Director Calderwood will bring back the estimates and report from the engineer pertaining to repair of the Courthouse steps, which is a major safety issue. This should be done prior to moving in the Admin Building employees, and getting the analysis is the first step.

Building and Planning – Director Frances indicated the permit revenues are coming in high, from the estimates. Administrative Assistant Jennifer Drew advised many of the increases are due to the Silver Lion Hemp Farm fees; they’ve been busier with the mines having their projects going on as well, it’s been a busy year. Director Frances noted the Regional Planning Commission Secretary is added in with the Administrative Assistant; that Secretary will be shared with the City of Ely. They will be billed \$150.00 for each meeting, billing to be done quarterly; this will prevent having Assistant Drew to work overtime. Travel/Training monies were increased; and a computer with dual monitors was included.

Road Department – Director Frances noted this is mostly funded from the fuel tax monies, and this budget hasn’t changed much. \$100,000 is kept in Miscellaneous Receipts/Donations as it’s related to negotiating the roads with the Robinson Nevada Mine; that fluctuates yearly, it was explained. Public Works Director Bill Calderwood noted the Mine billed us for Road 44 and we bill them for Road 44A up to now, but it looks like Road 44A is now closed. We won’t bill them if they aren’t using our County road, he explained. Commissioner Shane Bybee added that Road 44A is used only for emergencies, but once that road actually shuts down it will be part of the reclamation upon the Mine’s closure. Director Calderwood commended both Robinson and Alligator Ridge Mines for being great neighbors; Alligator Ridge (Kinross) contributes by drilling 2 water wells for us in Long Valley. They have traditionally helped our needs by providing inkind services rather than by cash, he explained. Director Frances advised there is a request for a Sr. Operator at Step Z, the highest level; seasonal workers will be requiring a CDL in order to assist with the Road Dept. She felt there was room to add another full time operator on board as this Dept. is having a hard time keeping up with the work; this will result in a crew of 9 operators. For the seasonal workers, Director Calderwood wants to pay them \$15.00/hour to run our water trucks in the summer; the entry step level for Road Dept. Operators, which would be a low-cost way to get more stuff done, he noted. If we don’t get the seasonals, though, he still wants to get someone to help flag, etc., at that same cost. Director Frances will provide a summary report tomorrow showing all the major increases being requested to the Board. Road Supervisor Martin Troutt advised they’re doing many projects inhouse now as compared to in the years past, which is saving us a lot of money; he felt the money they’re saving would more than offset the extra person they’re asking for. There was the issue of increasing the rate for 1 class of employees as opposed to not doing so for another class of employees, which could be grieved either way; Director Frances will look into this and report back to the Board.

Public Transit – Director Frances noted that the RTC hasn’t given final approval on their budgets yet, so those will be changing; those should be available on March 25th. Signage and safety items went up, as did the Ely Bus; he explained that funds are split based on the asphalt road miles of the City/County, on a percentage. Supervisor Troutt advised that every paved road in Lund gets chipseal this year, plus the residential area will get more oil stabilization treatment and then chipsealing. Director Calderwood listed the equipment and how being able to purchase some used equipment will allow more exercising of options and help us to get some monies back. This keeps the fleet new and repair costs down, as he explained.

Regional Transportation Commission – Director Frances noted this budget isn’t finalized, as the revenues aren’t either; the 5% diesel fuel tax - needs to be added in, and this was estimated to be \$405,000. As Director Calderwood explained, the RTC is the governing board over the equipment, and there were some new purchases, like a new sweeper. It was noted during the discussion that either

one of the City or County can utilize the equipment that is purchased through this fund; the equipment is stored on the County property since the City doesn't have the room.

Parks and Recreation

Parks – Director Frances advised this has the same staff as last year. Public Works Director Bill Calderwood felt we could remove the Little League expenses as we used to have to separate the power expenses; however, they're still trying to upgrade the scoreboards. The electricity costs have been increased by 15%, which is driving this. The Heating Expense line item can also go; much of the Gas/Oil is travel to the outlying areas, he noted. The main item was traveling to McGill to the Kinnear Library building, he noted. There was some additional tree trimming and planting as well in the Parks; he noted his sister will be doing a seminar regarding proper tree trimming later on this year. Under Equipment Over \$5,000 a dual use mower is being requested, of which half the cost of the mower-- \$32,250—is paid through the Parks budget, and the other half through the Golf Course, as he noted.

Ag. Dist. 13 – Director Frances noted the revenues for this budget haven't been determined yet, but felt a good estimate for next year would be \$30,000, for Miscellaneous Donations/Receipts. There is a change to how they are doing the Fairground Host; Director Calderwood explained they want to see the Host increased to 1600 hours; they would still get the house, utilities, stall and storage shed, plus \$16.50/hour. He noted that it's the PERS that would make the difference in the overall salary. Director Frances had made inquiry to PERS on this and is awaiting their reply. Electricity went up 15% like the others, Facility Repair/Maintenance went up and there is a quote in for tree trimming, which was included in the \$8,500 for that line item. Contract Services were increased to \$150.00/meeting to keep the Secretarial services standard in the County, plus 2 additional meetings for the Horse Races.

Camp Success – It was noted revenues for the Camp come from the campers who utilize it. Director Calderwood noted Contract Services were upped as both the Forest Service and NDF are involved here. Those costs could be reduced, he suggested, if we use the Camp for “high-risk kids” like the former Ronald MacDonald camps. The more it's used for that purpose, the more the Forest Service will reduce the cost. He will bring a list to the Board of who rents the Camp and the waiting list. There are new tents being requested under the Equipment Under \$5,000 line item, as 2 of the 7 tents up there require replacing.

WPC Aquatics Center – Director Frances noted both this and the McGill Pool are taken together. Aquatic Center Director Kristy Rozich noted the budget is the same, but she's moved some of the line item monies around. The biggest change is in Salary/Wages; she explained that there are 2 full time employees besides her and her Assistant. She is looking to remove 1 full time employee and make them a seasonal full time employee. She explained there are “big blocks of time” with the employees not having enough stuff to do. She's looking to have a full time seasonal employee during the summer. Director Frances noted the preliminary budget reflects those changes, and she's in favor of doing that. With respect to the sales tax, she explained how that figure would increase based on the historical trend; program income is declining, and as she has discussed this with Director Rozich there will be some changes forthcoming. Under Capital Improvements, the exhaust fan for the roof was included, at a cost of \$7,500, after discussions. Director Rozich also explained a shower problem; if the showers are turned off too tightly it strips the faucets. They're looking at a more updating version; the

\$12,000 in there today is for both the exhaust fan hood and the \$7500 for the showers, it was explained to the Board.

McGill Swimming Pool – This was included in the Aquatic Center budget, per Director Frances.

Golf Course – Director Frances noted this budget isn't yet complete; although revenues from the prior year provided estimates, the final numbers are still being worked on. This Dept. consists of Golf Professional Randy Long plus a Seasonal Groundskeeper; an Administrative Assistant would provide 8 meetings of the Golf Course Advisory Board at a cost of \$150.00/meeting, which is a new request. Public Works Director Bill Calderwood noted some Travel/Training was put in last year but not used; he would like to keep it in there though, as sometimes sets of reels need to be taken to Delta and this helps pay for the gas to get there. The dual mower, mentioned in the above Road Dept. budget, is in Equipment Over \$5,000 for \$66,500; plus two greens covers at a cost of \$6,500. Golf Professional Randy Long noted he will be trading in the old rotary mower; however, Director Calderwood advised there's no market for a mower like that anymore. It's still good for weekend mowers, though; this could be a spare piece of equipment. Professional Long noted he does have a couple of old ones for possible trade-in that could bring in a little money, though. He continued that while we had a "lousy Spring" the rates have been raised and he's optimistic they'll be making more money this year. He's hoping the Tourism & Recreation Board will continue to see the Golf Course as an asset when he approaches them this year.

DISCUSSION/FOR POSSIBLE ACTION/APPROVAL TO GIVE DIRECTION TO THE FINANCE DIRECTOR REGARDING ITEMS HEARD DURING THE BUDGET WORKSHOP

Finance Director Elizabeth Frances will make the changes to the budget as discussed during the workshop today if the Board approves them. Commissioner Travis Godon made a motion to go forward with the changes as discussed during the budget workshop today. Commissioner Shane Bybee seconded. Motion carried.

PUBLIC COMMENT

There was none.

ADJOURNMENT

At 12:23 p.m., Chairman Richard Howe entertained a motion to adjourn. Commissioner Shane Bybee made the motion; Commissioner Travis Godon seconded. Motion carried.

BOARD OF COUNTY COMMISSIONERS
WHITE PINE COUNTY
STATE OF NEVADA

BY: Richard Howe
CHAIRMAN

ATTEST:

[Signature]
WPC CLERK OF THE BOARD

