

IN A REGULAR MEETING OF THE WHITE PINE COUNTY COMMISSION HELD ON APRIL 11, 2018 IN THE COUNTY LIBRARY CONFERENCE ROOM IN ELY, NEVADA

The Following Were Present:

County Commission

Richard Howe, Chairman
Shane Bybee, Vice-Chairman
Carol McKenzie, Commissioner
Gary Perea, Commissioner
Steve Stork, Commissioner
Nichole Baldwin, Clerk of the Board
Susan Lujan, Deputy Clerk

County Officials

Jennifer Farnworth, IT Specialist
Bryan Pyle, Deputy District Attorney
Elizabeth Frances, Finance Director
Tim Woolever, WPC Fire District Chief
Scott Henriod, WPC Sheriff
Kathy Ricci, Human Resources Director
Megan Brown, Aquatic Center Director
Desiree Barnson, Social Services Director
Bill Calderwood, Public Works Director
Lori Romero, Library/Sr. Center Director
Mike Wheable, District Attorney
Lance Gale, Airport Manager
Catherine Bakaric, WPC Treasurer

Also Present

Chris Conner, Operating Engineers Local #3
George Chachas, KGTV-10
Earle Keizer, BCT
Lester Keizer, BCT
Donna Bath, Senator Dean Heller
Byron Smith, Lombard Conrad Architects
Alan Reed, Warren Reed Insurance
Dan Netcher, Airport Advisory Board
Joel Hochhalter, MEDX AirOne
Matt Walker, WBR Hospital CEO
Mark Crouter, KGHM
Ray Sawyer, WPC Wildlife Advisory Board
Ryan Nelson, American MedFlight
Nic Eisenbarth, American MedFlight/REACH
Mark Bassett, Nevada Northern Railway
Jairus Baldwin, Boy Scouts
Chris Bazr, REACH
Stacey Ingram, Guardian Flight/AMC

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Chairman Richard Howe called the meeting to order at 9:00 a.m. District Attorney Mike Wheable led the Pledge of Allegiance.

PUBLIC COMMENT

Mr. Chris Conner, Business Agent for Operating Engineers Local #3, advised that he had helped negotiate a fine contract for a 3.5% raise over 3 years for County employees; now the Board is ready to vote on an 18.5% raise at "the Red Barn," we lost a Fire Chief, the grants are going to be lost, etc. He is wondering why the County keeps wasting tens of thousands of dollars a year for those things that aren't needed. We've gone through 9 Fire Chiefs in 9 years; the people he represents are very angry that those people can get such a raise.

Finance Director Elizabeth Frances noted for the record that at the last Commission meeting she gave a poor choice of words on her part regarding Human Resources Director Kathy Ricci and Public Works Director Bill Calderwood. She continued that she should have stated the issue requires further analysis prior to the Commission taking action. Both Directors Ricci and Calderwood do a fine job for this community and would never misrepresent anything; she apologized to both Directors and also to the Commission for her previous statements in this regard.

Mr. George Chachas commented that it's nice to hear outsiders are also concerned with how we are operating here. On today's agenda, the item pertaining to Lombard Conrad Architects; he wants the Board to take into consideration the property at the site of the old Annex. Regarding the agenda item for the Public Defenders, he advised that the Board had stated they would go out for quotes; he recalled that the State charged



considerably less. The item noting the purchase of 25 golf carts, he felt that was excessive. The Golf Course should have set up a depreciation fund to pay for those things: "Rich people need to pay more." And for the agenda item regarding the County Manager's Job Description, Mr. Chachas advised that if the Board doesn't cut out 2 Commissioners, they can't afford a County Manager; he added that the County is "top heavy in management." Next, he charged that Commissioner Shane Bybee as Tourism & Recreation Board Chairman has neglected to collect the railroad track fees, which haven't been paid for 15 years; either we need to get that money, or he needs to resign from that advisory board. He noted that veterans are being fined for improper disposal of trash; he needs to get his money back! He also charged that the City Attorney took some pipe from the City dump; also, people aren't being properly charged there. Chairman Richard Howe pointed out that the dump is the City's jurisdiction; Mr. Chachas disagreed. As to Commissioner Carol McKenzie's concrete by her house, he still feels she needs to comply. Mr. Chachas added that the vandalism he suffered in early March still needs to be compensated; he's submitting his bill and charging more interest on this one. His time was called.

At 9:05 a.m., Chairman Richard Howe recessed the regular Commission meeting and opened the Fire Commission meeting. At 10:24 a.m., Chairman Richard Howe adjourned the Fire Commission meeting and reconvened the regular Commission meeting.

#### PUBLIC HEARING

THE WHITE PINE COUNTY COMMISSIONERS WILL TAKE PUBLIC COMMENT ON ORDINANCE 489, BILL 03.14.2018, AN ORDINANCE AMENDING TITLE 4 PROVIDING THAT FICTITIOUS BUSINESS NAME CERTIFICATES EXPIRE FIVE (5) YEARS AFTER FILING WITH THE WHITE PINE COUNTY CLERK

Chairman Richard Howe asked for public comment; there was none.

DISCUSSION/ACTION/APPROVAL OF ORDINANCE 489, BILL 03.14.2018, AN ORDINANCE AMENDING TITLE 4 PROVIDING THAT FICTITIOUS BUSINESS NAME CERTIFICATES EXPIRE FIVE (5) YEARS AFTER FILING WITH THE WHITE PINE COUNTY CLERK

District Attorney Mike Wheable advised that disclosures would be in order: Commissioners Gary Perea, Steve Stork, and Shane Bybee hold Fictitious Firm Name certificates. There was no discussion regarding this Ordinance. Chairman Richard Howe entertained a motion to approve. Commissioner Steve Stork made a motion to approve Ordinance 489, Bill 03.14.2018, an Ordinance amending Title 4 providing that Fictitious Business Name Certificates expire five years after filing with the White Pine County Clerk. Commissioner Shane Bybee seconded. Motion carried.

#### PUBLIC HEARING

THE WHITE PINE COUNTY COMMISSIONERS WILL TAKE PUBLIC COMMENT ON ITS INTENTION TO MAKE AN INTERFUND LOAN FROM THE GENERAL FUND TO THE WILDLIFE MANAGEMENT MAP FUND IN THE AMOUNT OF \$1,830 TO PROVIDE FOR TRAVEL UNTIL REVENUES ARE RECEIVED FROM THE STATE

Finance Director Elizabeth Frances provided some information to the Board pertaining to this loan, and advised there's a sufficient amount in the General Fund to provide for this. She added there are non-restrictive funds which can be used, to clarify for the Board. There was no comment from the public.

DISCUSSION/ACTION/APPROVAL OF RESOLUTION 2018-14 TO MAKE AN INTERFUND LOAN FROM THE GENERAL FUND TO THE WILDLIFE MANAGEMENT MAP FUND IN THE AMOUNT OF \$1,830 TO PROVIDE FOR TRAVEL UNTIL REVENUES ARE RECEIVED FROM THE STATE.

Chairman Richard Howe entertained a motion for approval. Commissioner Steve Stork made a motion to approve Resolution 2018-14 to make an interfund loan from the General Fund to the Wildlife Management Map Fund in the amount of \$1,830 to provide for travel until revenues are received from the State. Commissioner Gary Perea seconded. Motion carried.



DISCUSSION/ACTION/APPROVAL TO AWARD THE MARICH FIELD CONCESSION AGREEMENT

WPC Clerk Nichole Baldwin advised one bid had been received, which she opened and gave to Public Works Director Bill Calderwood. The bid was from the Tumblebugs Gym; he verified all was filled out correctly. They are asking for 8% of their gross receipts (5%?). Chairman Richard Howe entertained a motion for approval. Commissioner Carol McKenzie made a motion to award the Marich Field Concession agreement to Tumblebugs Gym, as requested. Commissioner Shane Bybee seconded. Motion carried.

DISCUSSION/FIRST READING OF ORDINANCE 490, BILL 03.28.2018a, AN ORDINANCE AMENDING ORDINANCE 482, AN ORDINANCE REQUIRING ANY PERSON OR ENTITY WHICH ENGAGES IN ANY BUSINESS, TRADE, PROFESSION, INDUSTRY, OCCUPATION OR CALLING TO WHITE PINE COUNTY TO OBTAIN AND MAINTAIN A BUSINESS LICENSE TO OPERATE, TO BRING IT INTO COMPLIANCE WITH CHAPTER 364 OF THE NRS AS FOLLOWS: (1) BY PROVIDING THAT THE SHERIFF DELEGATES HIS/HER DUTY AS EX-OFFICIO COLLECTOR OF COUNTY LICENSES TO THE COUNTY CLERK AND THAT THE CLERK ACCEPTS SUCH DUTIES; (2) BY STATING THAT THE ANNUAL LICENSE FEE IN THE AMOUNT OF THREE PERCENT (3%) IMPOSED ON A MARIJUANA ESTABLISHMENT'S GROSS REVENUE IS A NEW FEE AND; (3) BY STATING THE NEED FOR AND PURPOSE OF AN ORDINANCE IMPOSING SUCH A FEE AND THE INTENDED USE FOR THE REVENUE TO BE OBTAINED PURSUANT TO THE ORDINANCE

District Attorney Mike Wheable advised this Ordinance is more for housekeeping, in conjunction with the County Business License we are implementing. He advised this duty is delegated to the County Clerk, among other things; also, this is just a first reading. No motion is required; he read the text title into the record. Mr. George Chachas asked if there is anything in there that requires a copy of the State business license; Clerk Baldwin explained that her office isn't intended to police those steps, but we are requesting the applicant's Nevada business license number, which assumes they've already taken those steps.

DISCUSSION/FIRST READING OF ORDINANCE 493, BILL 04.11.2018, AN ORDINANCE AMENDING TITLE 4 OF THE WPC CODE TO PROVIDE AN ABBREVIATED PROCESS FOR OBTAINING A TEMPORARY LIQUOR LICENSE FOR SPECIAL EVENTS

District Attorney Mike Wheable advised Sheriff Scott Henriod had brought this up, as there's a long process in order to get a liquor license for short events; this would represent an abbreviated process. It was noted this is also a first reading. Per legal advisement, Commissioners Steve Stork and Gary Perea disclosed that they serve liquor in their establishments, which would cover any possible future catering by their businesses. Commissioner Shane Bybee declared that he has no intention of ever catering in White Pine County, but he also disclosed that his business serves liquor. Commissioner Steve Stork wants to ensure everyone gets the proper licensing; some businesses in the City receive exemptions so there's no City license, no State license, and people out of town get these for their events. There was brief discussion regarding special stickers or a stamp being used, and it not being made clear if the events are for non-profit, fraternal, etc. D.A. Wheable assured the assemblage that in order to ensure compliance, some changes may be made to this. Commissioner Stork will meet with Deputy District Attorney Bryan Pyle and WPC Clerk Nichole Baldwin on this issue.

At 10:34 a.m., Chairman Richard Howe recessed the Commission meeting for a break. The meeting was reconvened at 10:49 a.m. and addressed the Wildlife Advisory Board agenda item.

WILDLIFE ADVISORY BOARD

DISCUSSION/ACTION/APPROVAL OF A LETTER OF SUPPORT FOR THE COMINS LAKE PROJECT

Wildlife Advisory Board Chairman Ray Sawyer advised there are major improvements for Comins Lake, which he advised would cost \$703,000. He noted \$100,000 is secure, there are \$15,400 in donations from various local entities, and more is coming in. The grant for these improvements, through the Heritage Fund, must be supported by the County Commission; it's for \$55,000. He explained all the funds are on a 3-to-1 match; we



would be getting a good amount from this, and he's requested the Commissioners' support. Commissioner Gary Perea advised this is a "great project," and seeing the use of Comins Lake is a great addition to our area. Following brief discussion, Commissioner Gary Perea made a motion to approve sending the letter of support for the Comins Lake Project. Commissioner Carol McKenzie seconded. Motion carried.

#### 11:00 A.M. - LOMBARD CONRAD ARCHITECTS

DISCUSSION/ACTION/APPROVAL OF CONTRACT WITH LOMBARD CONRAD ARCHITECTS-NEVADA LIMITED FOR THE JUSTICE CENTER PROJECT IN THE AMOUNT OF \$1,650,000 (8.25% OF ESTIMATED CONSTRUCTION COSTS) FOR BASIC ARCHITECTURAL SERVICES PLUS OTHER FEES AS OUTLINED IN THE ATTACHED CONTRACT PURSUANT TO FINAL REVIEW AND APPROVAL OF THE USDA AND THE DISTRICT ATTORNEY'S OFFICE

Mr. Byron Smith, representative from Lombard Conrad Architects, is here today to present to the Board and answer questions. District Attorney Mike Wheable advised he had discussed the contract with him and negotiated several terms, with the result that they reduced their percentage somewhat. They are asking to approve this contract as written, with one suggestion: Normally when the project is going on and a request for information is done for the architect, usually the answers are returned within 3 days. LCA takes a long period of time to reply, and Mr. Smith explained: Often during construction, contractors have a question for the architect. They are in daily contact with the Project Manager; if there's a question they anticipate submitting an RFI on, they are advised and turnaround is a day or two. He noted that per the American Institute of Architects (AIA), there are specific time periods allowed to respond. Some are simple, quick turnarounds; others are more involved such as with the engineers, leading to more design work, details, etc., and those can't be done in 3-4 days as he explained. As a rule, LCA has a 15-day turnaround, but they've never taken that long, because "delays cost money." They do due diligence to keep the project moving forward. During the discussion, Commissioner Gary Perea advised he wants to take care of all of the timing issues on the front end, and if it would take longer than 5 days he felt something went wrong. District Attorney Mike Wheable noted that the language included states "in writing within time limits agreed upon...or otherwise with reasonable promptness." He felt that would be close and should cover the timing problem; we could go with that. Finance Director Elizabeth Frances noted that due to the State not coming up with the \$10 million we asked for on this project, then if and when funding comes in from other resources, such as from Net Proceeds of Minerals, we would have conditions in there that would allow the project to go forward, as she explained. She added that the revenue timing is an important factor. Chairman Richard Howe entertained a motion to approve. Commissioner Steve Stork made a motion to approve the contract with Lombard Conrad Architects-Nevada, Ltd., for the Justice Center Project in the amount of \$1,650,000. Commissioner Carol McKenzie seconded. Motion carried. Mr. Smith thanked the Board for placing their confidence in LCA.

#### 11:30 A.M. - INSURANCE FOR 2018 AIR SHOW

DISCUSSION/ACTION/DIRECTION ON INSURANCE COVERAGE FOR THE AIRPORT RACE EVENT SCHEDULED FOR JUNE 2018

Finance Director Elizabeth Frances welcomed Airport Manager Lance Gale and Mr. Alan Reed, Reed Insurance, and asked that they come to the podium. She noted that the Air Show insurance has been a huge concern, and we need to make certain we are adequately insured. Manager Gale advised that from researching and working with Mr. Reed, he is today making the Board aware that in the Airport Operations Manual these kinds of events are allowed but they require permits, which he advised have been issued and signed off for this event. He noted there's an inclusion in our policy, however, against "air meets, contests, or exhibitions." He continued that White Pine County has \$10 million coverage of General Liability at the Airport. All the special events require their own insurance coverage, which has been done. He explained that the Airport is closed and opened for specific times and reasons, in connection with the waiver process. If there is an EMS process, the General Aviation at the Airport opens up, and the flight can take off, but there is extra coverage required during that time, and also when the Airport reopens. The Reno Air Race was cited as an example; only one company offers liability for that period of time, he noted. Mr. Reed felt that our event committee did a great job in this process. He noted there are 16 pilots, and each one is required to have \$1 million in coverage; White Pine





County is the additional insured. He sees no flaws in the event insurance; the volunteers, equipment, etc. are also covered, and he explained there are 3 choices that we can pick from. He emphasized that they wish to ensure everything goes as smoothly as possible, and that the County would be covered in any instance. He noted that the tethered balloon rides have their own coverage, as they are a vendor; the other events boil down to the races, which this insurance will cover. The 3 choices are: For \$1 million, \$37,500 premium; for \$3 million, \$53,750; and for \$5 million, \$75,000. Manager Gale noted all estimates are based on 2,000 people, but we've been told that is a very low figure, and that we would be getting roughly 2,000 people each day of the event. He noted they are looking at a \$25 charge for people to come in, which includes parking, at the highest level of participation (the \$5 million coverage). In the case of bad weather, for an additional \$500 that would continue the insurance through that weather issue. He added that we can hold off until 3 days prior to the event, bind the coverage, send the check, and then if we are snowed out, we would be refunded 100%. Based on recommendations for how this event could grow for us, it is being recommended to go with the \$3 million coverage. Director Frances would like to hear from our POOL/PACT representative, as to what their recommendation would be and the basis for that requirement. Mr. Reed noted that the County liability policy excludes coverage for any air meet/race/-contest/exhibition, and therefore they must be contracted separately. He explained that's because the County is the event organizer. While White Pine County must be named as additional insured under normal insurance, for this event policy we can add more for the pilots' coverage. It was noted that the committee recommends the amount/limit/best coverage that we can afford and feel comfortable with. The Board generally agreed, as did Director Frances, that we should obtain the maximum amount of insurance as possible. Alcohol is another issue; the vendors will be doing that, rather than the County, it was pointed out. Therefore, this has a "host liquor liability." Mr. Reed added that he's just assisting Manager Gale, and that their company doesn't benefit from this; he felt the underwriting company is equitable. During the discussion the cost was noted to be \$25 to get in and \$15 to park; the incoming figures were noted based on the 2,000 people, and it was noted the figures were conservative. First time events normally bring anywhere from 3,000-5,000 people. Following further discussion, Chairman Richard Howe entertained a motion for approval. Commissioner Shane Bybee made a motion to obtain the \$5 million insurance coverage for our Air Races in June. Commissioner Steve Stork seconded. Motion carried.

At 12:07 p.m., Chairman Richard Howe recessed the Commission meeting for a lunch break. The meeting was reconvened at 1:00 p.m.

#### ITEMS FROM ELECTED OFFICIALS AND DEPARTMENT HEADS

##### ELECTED OFFICIALS

###### MIKE WHEABLE, DISTRICT ATTORNEY

DISCUSSION/ACTION/APPROVAL OF WRITTEN ADDENDUM AND/OR MODIFICATION OF PUBLIC DEFENDER CONTRACT BASED ON COMMISSION'S PRIOR 4-1 DECISION TO AWARD 8% INCREASE IN PAY

It was noted this had been voted on during the last meeting, per Chairman Richard Howe. Following brief discussion, Chairman Howe entertained a motion to approve. Commissioner Shane Bybee made a motion to approve the written Addendum/Modification of Public Defender Contract based on the Commission's prior 4-1 decision to award 8% increase in pay. Commissioner Carol McKenzie seconded. Motion carried 4:1, with Commissioner Steve Stork voting in opposition.

DISCUSSION/ACTION/RATIFICATION OF FINAL DRAFT OF A MOU BETWEEN WPC AND THE BLM REGARDING DEVELOPMENT OF THE RESOURCE MANAGEMENT PLAN AMENDMENT AND EIS FOR THE PROPOSED NEVADA AND NE CALIFORNIA GREATER SAGE-GROUSE RESOURCE MANAGEMENT PLAN AMENDMENT

District Attorney Mike Wheable asked if there were any questions on this from the Board; there were none. Commissioner Gary Perea made a motion to ratify the final draft MOU between White Pine County and the BLM regarding the development of the RMP Amendment and EIS for the proposed Nevada/NE California



Greater Sage-Grouse Resource Management Plan Amendment as requested. Commissioner Steve Stork seconded. Motion carried.

CATHERINE BAKARIC, TREASURER

DISCUSSION/ACTION/APPROVAL OF THE AFFIDAVIT FOR DELINQUENT TAX MAILING

WPC Treasurer Catherine Bakaric read the affidavit into the record and advised that they have completed their mailing a week ago. She noted we are down somewhat from last year; no replies have been received to date. Chairman Richard Howe entertained a motion to approve. Commissioner Carol McKenzie made a motion to approve the Affidavit for Delinquent Tax Mailing as requested. Commissioner Steve Stork seconded. Motion carried.

DISCUSSION/ACTION/APPROVAL TO DISCUSS POSSIBLE SNPLMA PROJECTS FOR UPCOMING NOMINATION ROUND AND/OR PRIORITIZE PROJECTS AND GIVE DIRECTION TO THE WPC TREASURER TO BEGIN WORK ON GRANT APPLICATIONS FOR A TOTAL OF THREE (3) NOMINATIONS

WPC Treasurer Catherine Bakaric introduced Nevada Northern Railway Director Mark Bassett, who is here today to speak on three project proposals for SNPLMA. First, Director Bassett advised there's vacant land between the Park on Avenue A and his house, which is owned by both he and his wife. He is suggesting SNPLMA funds purchase that land and pave it as a parking lot, to serve both the park and the freight depot; he noted that he would be recusing himself from that project. The second project would be for additional paving to be done at the engine house, to replace the gravel there. The third project involves paving at the McGill train depot; he noted they're close to opening it up to the public. Director Bassett explained that all three of these projects, as they are related, could be done under one SNPLMA grant. Treasurer Bakaric noted this is the first project, and there are 2 more which the County could nominate. However, as she felt no multiple project locations are allowed for these grants, the McGill train depot may not be eligible. She noted the Board can prioritize the first 2 projects, and she will find out if we can combine them. She advised Public Works Director Bill Calderwood would note projects requested for McGill. Director Calderwood advised that at the Centennial Park on Avenue K there is being requested a restroom, some new curb/sidewalks, and perhaps some BBQ shaded structures, which could all be under one project as they are at the same location. This would be the second SNPLMA project, it was noted. Treasurer Bakaric advised of the third project, which would be for a downtown Ely public park, which Commissioner Steve Stork had brought to her attention. Mr. Roger Brooks had recently provided an overview of his recommendations for the community, one of which would be a Park theme honoring the 11 different cultures found in Ely. She explained the locations and features to the Board such as a walking trailhead, bike trails, a water feature, information kiosks, and an amphitheatre. It was estimated this project would cost \$1.9 million, she noted. Commissioner Stork provided a disclosure that he owns a business in downtown Ely which could be benefitted by this project. He advised that the City of Ely has a Beautification Committee which is working closely with NDOT on their downtown reconstruction. Chairman Richard Howe added that the water table is so high in downtown Ely on Clark Street, that it's impossible to meet code for new buildings; however, doing a Park would work. Commissioner Shane Bybee commented that a proper "town square" is needed with features and facilities that are shared by all town squares. Treasurer Bakaric noted other suggestions had been received, such as the skate park improvements, with appropriate cement structures; and some disc ball. WPC Clerk Nichole Baldwin advised her son Jairus Baldwin had approached her with an idea from him and his Boy Scout Troop, regarding the skate park. The existing skate park is on land owned by the County, and the structures are temporary fiberglass structures, not real concrete with dips and bowls. She noted that an improved skate park is also part of the vision that Aquatics Center Director Megan Brown also has. She is asking the Commission to consider this as a suggestion for SNPLMA funding, reminding them there are lots of kids looking for things to do. She added such parks are very important to youth in the bigger communities. The Board thanked Clerk Baldwin and Jairus for the suggestion. District Attorney Mike Wheable noted he'd heard about disc ball; Treasurer Bakaric advised it's getting popular, but she doesn't know what it's about.

Treasurer Bakaric continued with the project suggestions; next is a Phase 2 for the Courthouse Park. We are hoping to get the Duck Pond grant awarded, and she felt we should be getting that this time. Phase 3 for



the Courthouse Park would utilize the old Annex area for a cultural amphitheater, possibly with walkways. Also, there's no history signage about our Courthouse or the War Memorial either; that would only take minimal signage, it was felt. That would tie in with a more historical, walk-through historical system for the Courthouse area, and she noted all of that area is considered Courthouse Park. Finance Director Elizabeth Frances could also redo the walkways to make them smoother and safer for people coming in/going out of the Courthouse. Commissioner Carol McKenzie pointed out the front Courthouse steps need to be redone, they aren't safe. Treasurer Bakaric advised this nomination period opens up in September for roughly 6 weeks, and it would be difficult for her to write 3 grants in 6 weeks; she would like to be able to have most of the grants written prior to that time if possible. Following brief discussion, it was agreed the information the Board has could be assessed and at the next meeting the projects could be discussed and prioritized.

NICHOLE BALDWIN, COUNTY CLERK

DISCUSSION/ACTION/APPROVAL FOR THE COUNTY CLERK'S OFFICE TO CLOSE AT 5 PM ON MAY 21<sup>ST</sup> AND 22<sup>ND</sup> DURING THE LAST TWO DAYS TO REGISTER TO VOTE IN PERSON PURSUANT TO NRS 293.560(2)

WPC Clerk Nichole Baldwin noted that per NRS, the Clerk's Office is to stay open until 7:00 p.m. unless otherwise authorized by the County Commission. She noted that in the past, very few people had actually come in during that time; also, registering to vote online has also become available since then. She is asking the Board to approve closing her office at 5:00 p.m., as she didn't feel it was necessary to remain open until 7:00 p.m. on those two days. Commissioner Gary Perea made a motion to approve the County Clerk's Office to close at 5:00 p.m. on May 21<sup>st</sup> and 22<sup>nd</sup> as requested. Commissioner Carol McKenzie seconded. Motion carried.

DEPARTMENT HEADS

LORI ROMERO, SENIOR PROGRAM ADMINISTRATOR

DISCUSSION/ACTION/APPROVAL TO ACCEPT NUTRITION SERVICES INCENTIVE PROGRAM SUPPLEMENT FUNDS IN THE AMOUNT OF \$2,470 WITH NO COUNTY MATCH

Sr. Program Administrator Lori Romero advised these funds are sent to us through the USDA; this is the second supplement we've received from them. Following brief discussion, Chairman Richard Howe entertained a motion to approve. Commissioner Carol McKenzie made a motion to accept the NSIP supplement funds in the amount of \$2,470 with no County match as requested. Commissioner Steve Stork seconded. Motion carried.

DESIREE BARNSON, SOCIAL SERVICES DIRECTOR

DISCUSSION/ACTION/APPROVAL OF THE WHITE PINE COUNTY AND ELY BUS TITLE VI PROGRAM FOR NDOT

Social Services Director Desiree Barnson advised this is the program for civil rights, which is one of the new NDOT requirements. She is today asking the Board to approve the program. Chairman Richard Howe entertained a motion to approve. Commissioner Steve Stork made a motion to approve the White Pine County and Ely Bus Title VI Program for NDOT as requested. Commissioner Shane Bybee seconded. Motion carried.

DISCUSSION/UPDATE ON INDIGENT BURIAL AT THE CITY-OWNED CEMETERY

Social Services Director Desiree Barnson advised that at the Cemetery, the indigents have been buried at the bottom of the hill. However, we have run out of plots; she asked WPC Recorder Martha Rivera Sindelar to research the contracts back to 1940, and she also requested research from Deputy Clerk Susan Lujan as well, but it was unable to be found how the cemetery came to be. She noted the current cost for the County to do a burial is \$2,390; for cremation, \$1,550. She has discussed with families the possibility of doing cremation if possible since it is a much lower cost. She has also looked into the possibility of obtaining a vault; if indigent's remains are abandoned, they may be placed in a labeled box in the vault. There is storage for 100-200 cremated remains, which she felt would last the County for 20 years; the vault costs \$300.00, it was noted. Director Barnson added that we're one of the last counties where burial is still an option; she would like to have us go to cremation only. Commissioner Carol McKenzie felt we really don't have much choice; she asked if the indigents' families are



involved in this process. Director Barnson noted most of them are; if a family should decide they do want the indigent's remains, they can obtain them and reimburse the County for them. Director Richard Howe felt, as did the Board, that Director Barnson can proceed in this direction.

MEGAN BROWN, AQUATIC CENTER DIRECTOR

DISCUSSION/ACTION/APPROVAL TO SET FEES FOR AQUATICS DEPT. CPR CLASS AND ONE WEEK OF SWIM CAMP

Aquatic Center Director Megan Brown cited her backup materials, showing some comparables regarding these proposed fees. There were no questions from the Board. Chairman Richard Howe entertained a motion for approval. Commissioner Shane Bybee made a motion to set the fees for the Aquatics Dept. CPR Class and one week of Swim Camp as requested. Commissioner Steve Stork seconded. Motion carried.

DISCUSSION/ACTION/APPROVAL TO AUTHORIZE THE AQUATICS DEPT. DIRECTOR TO OFFER MINOR DISCOUNTS OF UP TO 15% WITHOUT SEEKING APPROVAL FROM THE BOARD OF COUNTY COMMISSIONERS

Director Brown explained she is requesting this so she wouldn't have to approach the Board each time. She noted the discounts would allow us to operate more like a business, as she explained; this would reward those people who are already utilizing the Pool, and draw them back in. Finance Director Elizabeth Frances noted we might lose some revenue, but she views this as a tool to generate more revenue. Director Brown advised some standards will need to be set; she illustrated some examples, such as with a multi-child family. Commissioner Shane Bybee agreed this would be more like running a business; you need some marketability, and he felt this was a good idea. Chairman Richard Howe entertained a motion for approval. Commissioner Steve Stork made a motion to authorize the Aquatics Center Director to offer minor discounts of up to 15% without seeking approval from the Board of County Commissioners. Commissioner Shane Bybee seconded. Motion carried. Commissioner Gary Perea felt this is a great tool, but he wished to ensure everyone would feel as if they are being treated fairly; Director Brown agreed.

DISCUSSION/DIRECTION ON WHITE PINE COUNTY AQUATICS DEPT. CREATING A SWIMMING TEAM

Director Brown cited a letter of the history of what we've done with the NNA and why we decided to step away from them. She felt if we had our own team we'd be better able to manage it; Chairman Richard Howe agreed, that the NNA managed it and "when they left they took their money and (Director Brown) was left with nothing." Chairman Howe felt that asking the County to sponsor a team would open up a can of worms, although it would be nice to have our own swimming team. Commissioner Steve Stork advised that the County doesn't sponsor County golf teams, rodeo teams, etc. He felt it would be best if a 501C-3 or a private organization instead would be better as a sponsor rather than having the County do that. Director Brown advised she had talked with our current insurance broker, and that a County-operated swim team would be covered for travel as well as in the Aquatic Center. This swim team would be different from the High School Swim Team, she added in reply to a query from Commissioner Gary Perea. There would be no travel involved with our team; that would all be on the parents. The insurance is USA Swimming Insurance, so they would also be doubly-insured as she explained. She added that the parents can create a private entity if the County didn't wish to participate in this. Commissioner Shane Bybee wants our attorney to look into the liability issue, but he also commends the vision of a "full service recreation center," not just swimming activities. He felt this would be great for the community as well as the Pool, and it could boost our revenues; he wants to see us investigate everything that would be going in that direction. Commissioner Steve Stork wants this to be placed on our next agenda following receipt of some information from our legal counsel. Following brief discussion, Chairman Richard Howe entertained a motion to table. Commissioner Steve Stork made a motion to table; Commissioner Shane Bybee seconded. Motion carried.





**DISCUSSION/DIRECTION ON WHITE PINE COUNTY AQUATICS DEPT. EXPANDING SERVICES AND TAKING ON THE AYSO SOCCER LEAGUE**

Director Brown apologized for not having backup materials on this agenda item; she's still pulling things together and work on it. She felt our Aquatics Dept. could grow into more of a Recreation Dept. and take on much of what the volunteers do; she explained a few sports in the County are largely run by volunteers, but their numbers are dwindling. She added these kinds of activities would take place during the swimming off-season, such as during the winter; she cited this would be software-based for ease of operation. There's no funding from the County needed, it is self-sustaining, and in fact would help bring in revenue for the County. In reply to a query from the Board, Director Brown advised she's hoping to get the volunteers to continue; we could pay a small pittance for a referee for a couple of games if needed. Commissioner Gary Perea felt that what Director Brown is doing is really good; he would like to see a plan, including what we could expect from parents with regard to volunteering, etc. He continued that we need to ensure people will be stepping up and that the public will help support this effort. Commissioner Shane Bybee felt we should make that the focal point for recreation for our children; Commissioner Steve Stork agreed, and noted the next agenda item pertains to the software for this. Chairman Richard Howe agreed that our volunteer numbers are very low, but he cited that when we start to do for one, to be a team sponsor, "the floodgates open." His opinion was that putting the County in charge of this wouldn't be the right way to go, but rather we should continue on with the volunteers. Commissioner Carol McKenzie noted that Director Brown takes care of the paperwork, etc., and it's not like we'd be hiring positions, if she's willing to help with this, "these kids all need the same chance." Commissioner Bybee felt that we are in the recreation business, and we could offer this one-stop shopping for families and their kids, making the life a bit better for our kids. Commissioner McKenzie added that this could encourage other people to be volunteers, as well. Finance Director Elizabeth Frances noted that this would impact our budget; she will bring forward the information along with the insurance/liability information. Director Brown was given direction by the Board to move forward with this.

**DISCUSSION/ACTION/APPROVAL TO APPROVE NEW CONTRACT WITH SPORTSITES FOR POINT OF SALE AND RECREATION MANAGEMENT SOFTWARE**

Director Brown advised this software is comparable to what we currently have, but it offers much more: The ability to inventory all our merchandise using Point-of-Sale; it's easier software to use; we can add/subtract items easier as well. She added this would also accommodate us if we decide to build more of a "recreation hub." We would also be saving money with utilizing this program, and receive more than what we have now with our current software. Director Brown added she has the money in her budget to purchase this. Chairman Richard Howe entertained a motion for approval. Commissioner Shane Bybee made a motion to approve a new contract with SportSites for Point of Sale and recreation management software as requested. Commissioner Steve Stork seconded. Motion carried.

**LANCE GALE, AIRPORT MANAGER**

**DISCUSSION/ACTION/APPROVAL OF THE AIRPORT CAPITAL IMPROVEMENT PROJECT - RECORD OF NEGOTIATION AND INDEPENDENT FEE ESTIMATE AND TASK ORDER FOR ENGINEERING SERVICES FOR ARMSTRONG CONSULTING**

Airport Manager Lance Gale cited his backup materials for this and explained that we put out the independent fee estimate, and Armstrong Consulting came back with the fee cited, which is \$756,000+. Their initial fee was higher than the allowance; he advised them of that, and they returned with this figure. In reply to a query from Finance Director Elizabeth Frances, Manager Grant noted this is 100% covered under the grant, per the FAA. He noted once the grant is awarded, we would be reimbursed. Chairman Richard Howe entertained a motion to approve. Commissioner Steve Stork made a motion to approve the ACIP Record of Negotiation and Independent Fee Estimate and Task Order for engineering services for Armstrong Consulting. Commissioner Carol McKenzie seconded. Motion carried.



DISCUSSION/ACTION/RATIFICATION OF THE STATE OF NEVADA FUND FOR AVIATION GRANT IN THE AMOUNT OF \$16,861 WITH NO COUNTY MATCH

Airport Manager Lance Gale advised he had brought this up before to the Board; it was a 2016 Capital Improvements Project, but it wasn't completed. As he explained, he applied for the grant to finish it; he apologized to the Board and noted that it was his mistake, but the process is now finished. Chairman Richard Howe entertained a motion to approve. Commissioner Steve Stork made a motion to ratify the State of Nevada Fund for Aviation Grant in the amount of \$16,861 with no County match. Commissioner Shane Bybee seconded. Motion carried.

DISCUSSION/UPDATE ON THE NEVADA AIRPORT MEETING HELD ON MARCH 28, 2018 IN MINDEN, NEVADA

Manager Gale reported it was a great opportunity to be at this meeting with the other Airport Managers in Nevada. They went through a checklist, and noted everything that was recommended by the FAA we are already doing. He makes a sweep of the Airport and documents activities there, such as noting if the tower light isn't working, etc., even noting concerns off the Airport property, as those things could affect our planes coming in and going out. He is working on quarterly updates with Finance Director Elizabeth Frances as well. The biggest asset our Airport has is "pavement, pavement, pavement." We are concentrating on caring for that to ensure all the water is off it during the snow season, etc. Besides being our biggest asset, it's also the greatest expense. He continued that our goal is to be able to project when we will need to repair areas. Manager Gale cited the different policies currently in place, such as the drone policy and the RC policy; however, he noted we also need to look at rocketeering. In Minden, rockets are shot off about 12-15,000 feet high; as they descend, at 1,000 foot level they deploy a chute. They're pretty big: 12 feet long and a foot wide, for example. He noted it's a pretty big thing right now, and more airports are developing rocketeering activities. He added that airports even close down for an hour or so to allow for drone flights by drone clubs! There are many possibilities that we can explore, he noted.

DISCUSSION/UPDATE ON THE ABANDONED AIRPLANE THAT WAS DONATED TO THE AIRPORT

Manager Gale advised this airplane has no motor, but "we're close to owning an airplane!" This will be put out to bid once the County owns it, he noted; it will be advertised nationally. As to the motors, he noted for the Board that those were sold as parts in Nebraska. He reported receiving many requests for the rest of the plane, though.

DISCUSSION/UPDATE ON THE BLM SOUTH AIRPORT BUILDING PROJECT

Manager Gale advised we were planning to lease the ground, but the BLM leased it, and now they are looking to develop it. The area was cleaned around the old Airport house, it was noted. The office complex will be temporary, on wheels; the water and power will be much closer than originally thought. The BLM will pay us back for the improvements they want to make, as he explained.

DISCUSSION/UPDATE ON HANGAR #2 FOR LEASE

Manager Gale advised that the NDF crew is doing the perimeter project; they cleaned it up and everything will be ready to go on May 9<sup>th</sup>. In reply to a query from the Board, he added all the rent is paid up and the keys were returned.

DISCUSSION/UPDATE ON THE SOUTH HANGAR CLEANING AND PAINTING "YELLAND FIELD" SIGNAGE

Airport Manager Lance Gale advised that this is day 5 that the crews have been working on this; they're finishing up the second coat of paint before the expected weather comes in. The High School Welding Class made templates for the letters, Maintenance put them up, and all the requests made by the Yelland family with respect to this project have been followed through. Further cleaning on the old buildings will be done for



security reasons; murals will be painted on them, as well. The old airplane hangar will be cleaned up and the windows painted black, which he explained to the Board.

#### DISCUSSION/UPDATE ON THE AIR SHOW/RACE JUNE 13-16 SCHEDULE

Manager Gale provided a handout, namely the preliminary schedule for the Air Show/Races. He proceeded to give an overview of the schedule, noting every morning at 8:00 a.m. the air balloons will be going up, and every day a different member of the military from our community will be recognized. There will be practice runs, glider flights, etc. Smoke jumpers from the BLM will be putting out “mock” fires, the White Pine Rodders will be on site, there will be a Ghost Train Ride for all the volunteers and race teams, and a dinner at the Renaissance Village, which will be hosted by Newmont Mine. A 9-hole Scramble Golf Tournery and a BBQ will be held at the Golf Course, then the last Championship Races and Closing Ceremony. He advised roughly \$42,000 has been received in sponsorships, and Wheeler Machinery donated all their equipment to do the improvements at the Airport for this event, a donation worth about \$8,000. A “mock disaster” will be held as well, and Fox News will be coming to cover this; the FAA wants to see how well we’re trained to deal with a disaster. Test flights will be done; there will be reader boards advising of activities, etc. and the School District will be running bus shuttles to and from the Airport. Manager Gale advised about 300-350 volunteers will be needed for this event, or roughly 80 per day. Online ticket sales will be through eTix, and their pricing will be much better than at the gate. In reply to a query from Director Frances, Manager Gale advised that the donations are going through the Treasurer’s Office, but in-kind donations will need to go through the Finance Office.

At 2:43 p.m., Chairman Richard Howe recessed the Commission meeting for a break. The meeting was reconvened at 2:55 p.m.

#### DISCUSSION/UPDATE OF POSSIBLE AIRMED SERVICES BY MEDX AIRONE FOR YELLAND FIELD, RENTAL OF A HANGAR, AND THE POSSIBILITY OF BRINGING IN AN ON-SITE FUEL TRAILER

Airport Manager Lance Gale advised a request had come from MedX to rent a hangar for a big plane; there was a possibility that hangar space would be available at the south end of the Airport, involving sharing it with other tenants. This would be a 1-year rental; the other rentals are monthly, and he noted all of those are current in their fees. He has a concern that our current FBO (Fixed Base Operator) is American MedFlight; if MedX signs with the Hospital, then American MedFlight may no longer be a medical carrier. He felt that American MedFlight doesn’t wish to continue to be our FBO; there are many facets involved. He did some research and found that under the Ely Jet Center contract, there was no competitive clause in there, so people are allowed to bring their own fuel into the Airport. A flowage fee is collected monthly, that’s in the contract; and that also allows this company to bring in their own fuel trailer. He’s looking for some direction; while we have the room to offer them a hangar on the south end, these other things would also factor in as he had described. The FBO only has control over the FBO, and nothing else, he clarified for the Board. Hospital CEO Matt Walker, who is present today, advised he was unaware of all this until just recently. Mr. Joel Hochhalter runs MedX in Elko, Winnemucca, Eureka, and Battle Mountain, and they allow for a lower membership fee to be paid for their service. They’re supported through the Hospital, and we could pay that up front, which would allow anyone in White Pine County to be covered for air ambulance transfers at no cost to the patient; that’s the reason this is being seriously looked at. The American MedFlight would still be active, and Mr. Hochhalter encouraged people to still carry their membership there. Chairman Richard Howe commended the American MedFlight service, citing personal experience. Mr. Hochhalter noted the Hospital is currently working with MedX; they are looking to continue with a secondary service, which would be American MedFlight. Manager Gale pointed out that American MedFlight currently runs 2-3 flights per day; their representative is also present today. CEO Walker noted that the Hospital is trying to see what’s best for the community. They really like the MedX service, they have the same or better quality equipment, training, etc., so he noted there’s no difference in the quality of care between the two flight services. Mr. Hochhalter provided a history of MedX, and concluded that their goal with memberships is that those be run through donations from a 501-C3 organization, resulting in no charge to families. They are also in a partnerships network with Blue Cross/Blue Shield and others, and are currently



negotiating with Aetna, which keeps their insurance costs low and helps the self-employed. Commissioner Steve Stork advised they are fixed wing flights plus helicopters (2 of each) and they are adding more shortly. It was also noted that family members can accompany patients on flights to the hospital, in both the planes and helicopters. Chairman Richard Howe asked if the County went with MedX, plus we also had an alternate, why would the alternate remain here? Commissioner Stork noted that "it's not our decision to decide profitability." Our decision here is if we want to rent them the hangar space, and it's up to them to figure out the business. During the discussion that followed, Mr. Hochhalter advised that being able to fuel their own planes takes out the middle man, but every dollar per gallon is shaved "because of what you're doing for the community," and you have to take that advantage. He continued that their trailer is a TransFueller, widely known across the medical air industry; it runs on generator, solar power, etc. and is on wheels. Manager Gale will check with the fuel trailer regarding any possible fire safety issues, per query from the Board. Mr. Hochhalter noted that if a hangar is available for them, great, but it wouldn't be a necessity for them. It was noted this item was just on for discussion.

ELIZABETH FRANCES, FINANCE DIRECTOR

DISCUSSION/ACTION/APPROVAL OF FY2019 RATE INCREASE FOR BCT NOT TO EXCEED

\$30,000

Finance Director Elizabeth Frances cited the backup materials and noted that this had been discussed previously and BCT had come down in their cost; she noted they've provided us with many decreases over the past year. There will be some additional work with transitioning from ADS (new servers, vendor management, etc.). Mr. Lester Keizer advised BCT has looked at all their costs and have realized the labor plus transportation and time to travel here. They assigned a full-time technician to assist us, and he's been mentored and trained, and has been able to "fill many gaps." Instead of a BCT representative coming here twice a month, he will be here once a month for 3 days instead, to monitor everything. Should an emergency occur, Mr. Keizer continued, the representative would be on their time so there wouldn't be a "hard cash transfer." Chairman Richard Howe thanked BCT and that everyone appreciates the work they've been doing for us; we also realize there are going to be some increases in there. Mr. Earle Keizer noted that our local IT person has provided them much help as well, and there's been a significant difference in savings regarding travel, resources, manpower, etc., very positive for both the County and BCT. Chairman Richard Howe entertained a motion for approval. Commissioner Steve Stork made a motion to approve the FY2019 rate increase for BCT, not to exceed \$30,000. Commissioner Shane Bybee seconded. Motion carried.

DISCUSSION/ACTION/APPROVAL RELATED TO VARIOUS ITEMS AND DEPARTMENTS IN THE FY2019 BUDGET INCLUDING: COMMISSION, CLERK, RECORDER INCLUDING SPECIAL REVENUE BUDGETS, ASSESSOR INCLUDING SPECIAL REVENUE BUDGET, TREASURER, ELECTIONS, INFORMATION TECHNOLOGY, FINANCE, HUMAN RESOURCES, DISTRICT ATTORNEY, JUSTICE OF THE PEACE ELY INCLUDING SPECIAL REVENUE BUDGETS, DISTRICT COURT I INCLUDING SPECIAL REVENUE BUDGETS, DISTRICT COURT II INCLUDING SPECIAL REVENUE BUDGETS, JUDICIAL RELATED COSTS, JUVENILE PROBATION, JUVENILE DETENTION, BAILIFFS, JUDICIAL COURT SUPPORT, SHERIFF INCLUDING ADMINISTRATION, DETECTIVE, PATROL, JAIL, CORONER, DISPATCH AND TASK FORCE, FIRE, EMERGENCY MANAGEMENT, ECONOMIC DEVELOPMENT, BUILDINGS AND MAINTENANCE, PARKS MAINTENANCE, PUBLIC HEALTH, COOPERATIVE AGREEMENTS-ANIMAL CONTROL, COUNTYWIDE EXPENSES, LIBRARY, AIRPORT OPERATING, NATURAL RESOURCES, TRANSFERS, CONTINGENCY, AGRICULTURAL DISTRICT, EMERGENCY MEDICAL SERVICES, AGRICULTURAL EXTENSION, SOCIAL SERVICES INCLUDING DONATIONS FUND, ROAD DEPARTMENT, AIRPORT CAPITAL IMPROVEMENT, CAPITAL IMPROVEMENTS, SB74 TAX FUND, TOWNS OF LUND, MCGILL & RUTH, SENIOR CENTER, INDUSTRIAL PARK, BUILDING & PLANNING, GOLF COURSE, AQUATIC CENTER INCLUDING SPECIAL REVENUE FUND, CHINA SPRINGS, AND CAMP SUCCESS

Finance Director Elizabeth Frances cited the packet of information she provided to the Board today, including some updates which she reviewed briefly. We currently have a shortfall of \$2,170,000; all the increase





requests were Travel and Equipment; she noted that without justification, however, none of those will be considered. She reviewed the changes made on the list, such as reducing the Enhanced 911 (E911) System down to \$500,000, changing IT and Contract Services pertaining to BCT. In reply to a query from the Board, Director Frances indicated the revenue figures include the Net Proceeds of Minerals projections; she explained the net difference and how it was arrived at. She also cited the annual increase of 4.5% for the Social Services budget. Social Services Director Desiree Barnson reported receiving emails from the State regarding that a Nurse has been located for White Pine County; however, a Nurse also requires an Assistant. She added that she can cover some time and benefits for Administrative Assistant Bernadett Sena to take on an additional 8 hours.

**DISCUSSION/ACTION/APPROVAL OF THE FY2019 TENTATIVE BUDGETS FOR WHITE PINE COUNTY AND THE TOWNS OF LUND, MCGILL AND RUTH**

Director Frances advised that the Towns of Lund, McGill and Ruth haven't changed their budgets very much; she can provide a tentative budget with updates up to this point, but she hasn't had a final sense of whether they would be increasing, decreasing, or remaining status quo. Following brief discussion, Chairman Richard Howe advised Director Frances could file the tentative budget now and then hold specific discussions on which budgets we would need to deal with; we could reduce the budgets even after the tentative has been filed, it was noted. Director Frances will compile all the updates, file the tentative budget, print out the tentative budget workbook and provide them to this Board. She does need to hear which specific items she needs to bring data on for the next Commission meeting. Commissioner Gary Perea would like information on the last 3 years for actuals/budgeted items for the General Fund; she will provide that. Chairman Richard Howe entertained a motion to approve. Commissioner Gary Perea made a motion to approve the FY2019 tentative budgets for White Pine County and the Towns of Lund, McGill and Ruth. Commissioner Carol McKenzie seconded. Motion carried.

**DISCUSSION/ACTION/APPROVAL OF RESOLUTION 2018-17 TO AUGMENT THE WPC SENIOR CENTER FUND FROM UNANTICIPATED AND UNBUDGETED BEGINNING FUND BALANCE IN THE AMOUNT OF \$5,000 TO COVER INCREASED EXPENSES FOR HEAT, REPAIRS AND OTHER VARIOUS ITEMS IN THE BUDGET**

Finance Director Elizabeth Frances cited her backup for this Resolution and noted this is for the Senior Center to cover their increased expenses during the winter for heat, repairs, etc. She added there is adequate fund balance to cover these expenses. Chairman Richard Howe entertained a motion for approval. Commissioner Carol McKenzie made a motion to approve Resolution 2018-17 to augment the Senior Center Fund in the amount of \$5,000 to cover increased expenses for heat, repairs and other various items in the budget. Commissioner Steve Stork seconded. Motion carried.

Richard Howe, Chairman  
Shana Bybee, Vice Chairman  
Commissioner Gary Perea  
Commissioner Carol McKenzie  
Commissioner Steven M. Stork

801 Clark Street, Suite 4  
Ely, Nevada 89301  
(775) 293-6509

Fax (775) 289-2544

Nichole Baldwin, Ex-officio Clerk of the Board

**White Pine County**  
**Board of County Commissioners**  
Resolution Number 2018-17

wpcclerk@whitepinecounty.nv.gov

**Resolution to Augment the White Pine County Senior Center Fund From Unanticipated and Unbudgeted Beginning Fund Balance in the Amount of \$5,000 to Cover Increased Expenses for Heat, Repairs and Other Various Items in the Budget**

**Whereas**, White Pine County Senior Center Fund has experienced higher than budget expenses for heating, equipment and auto repair, copy machine maintenance and miscellaneous expense; and

**Whereas**, projections for total FY2018 expenditures are anticipated to be above total appropriations by an estimated amount of \$5,000; and

**Whereas**, the FY2018 Senior Center Fund has a beginning fund balance of \$78,871 which is \$19,375 higher than budgeted and is available for legal appropriation;

**Now Therefore Be It Resolved** that White Pine County shall augment the White Pine County Senior Center Fund from unanticipated and unbudgeted beginning fund balance in the amount of \$5,000 adjusting the Senior Center Fund accounts as follows:

| ACCOUNT           | DESCRIPTION            | INCREASE | DECREASE |
|-------------------|------------------------|----------|----------|
| 510-501-52125-000 | EQUIPMENT REPAIR       | \$ 700   |          |
| 510-501-52305-000 | HEATING EXPENSE        | \$ 1,700 |          |
| 510-501-52401-000 | MISCELLANEOUS EXPENSES | 700      |          |
| 510-501-52403-000 | COPY MACHINE           | \$ 400   |          |
| 510-501-52502-000 | AUTO REPAIR & MAINT    | \$ 1,500 |          |
| 510-000-39905-000 | BEGINNING FUND         |          | \$ 5,000 |

**It is Further Resolved** that the Finance Director shall forward the necessary documents to the Department of Taxation, State of Nevada.

Passed, adopted and approved the 11th day of April, 2018.

Ayes: 5

Nays: —

Absent: —

*Richard Howe*  
Richard Howe, Chairman of the Board

ATTEST:

*Nichole Baldwin*  
Nichole Baldwin, Clerk of the Board



DISCUSSION/ACTION/APPROVAL OF RESOLUTION 2018-18 TO UTILIZE \$2,230 FROM CONTINGENCY IN ORDER TO PAY FOR SIDWELL TO DEVELOP A GIS LAYER FOR VOTING PRECINCTS ON THE GIS PLAT MAP

Director Frances advised this Resolution is to follow up on an action taken by this Board to authorize the Clerk to proceed with the process required for a GIS layer for voting precincts. This is the formal resolution to accomplish that. Chairman Richard Howe entertained a motion for approval. Commissioner Steve Stork made a motion to approve Resolution 2018-18 to utilize \$2,240 from Contingency to pay Sidwell to develop a GIS layer for voting precincts on the GIS plat map. Commissioner Shane Bybee seconded. Motion carried.

Richard Howe, Chairman  
Shane Bybee, Vice Chairman  
Commissioner Gary Perea  
Commissioner Carol McKenzie  
Commissioner Steven M. Stork

801 Clark Street, Suite 4  
Ely Nevada 89301  
(775) 297-6509  
Fax (775) 289-2544

Nichole Baldwin, Ex-officio Clerk of the Board

White Pine County  
Board of County Commissioners

wpclerk@whitepinecountynev.gov

Resolution Number 2018-18

Resolution to Utilize \$2,230 from Contingency in Order to Pay for Sidwell to Develop a GIS Layer for Voting Precincts on the GIS Plat Map

Whereas, the Board of County Commissioners at their March 28, 2018 meeting approved the County Clerk to utilize contingency to work Sidwell to develop a GIS layer for voting precincts to be integrated with the existing GIS Plat Maps; and

Whereas, estimated cost is \$2,230 and was not budgeted during the FY 2018 budget process; and

Whereas, the FY 2018 Contingency Account had a beginning balance of \$216,688 of which \$4,795 has been utilized for an economic development strategic plan. \$31,214 has been utilized for a half-time Deputy Treasurer. \$682 has been utilized to provide for travel training in the Clerk's Office, \$7,000 has been utilized for juvenile transports. \$2,500 has been utilized for land appraisals. \$343 for Tri-County administrative services. \$1,524 for County Code expenses and \$6,400 for website upgrades leaving a balance of \$162,230 which may legally be used for this purpose:

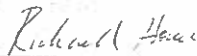
Now Therefore Be It Resolved that White Pine County shall appropriate \$2,230 from contingency to provide for Elections-Contract Services to work Sidwell to develop a GIS layer for voting precincts to be integrated with the existing GIS Plat Maps.

| Account           | Description                 | Increase | Decrease |
|-------------------|-----------------------------|----------|----------|
| 001-108-52915-000 | Elections-Contract Services | \$2,230  |          |
| 001-600-54101-000 | Contingency Account         |          | \$2,230  |

It Is Further Resolved that the Finance Director shall forward the necessary documents to the Department of Taxation, State of Nevada.

Passed, adopted and approved the 11th day of April, 2018.

Ayes: 5  
Nays: —  
Absent: —

  
Richard Howe, Chairman of the Board

ATTEST:  
  
Nichole Baldwin, Clerk of the Board

DISCUSSION/ACTION/APPROVAL OF RESOLUTION 2018-19 TO UTILIZE \$3,000 FROM CONTINGENCY IN ORDER TO PAY FOR A SURVEY OF THE WHITE PINE COUNTY SHOOTING RANGE IN CONJUNCTION WITH THE NDOW SHOOTING RANGE GRANT

Finance Director Elizabeth Frances advised this grant had been written roughly 5 years ago, and we're finally getting this project done; she added we're getting a discounted rate for this from Basin Engineering. She explained that initially, we had a volunteer to do the survey, but they moved away. We can utilize the Contingency Fund to cover this cost. In reply to a query from Commissioner Gary Perea, she advised that Mr. Scott Laity was the lead in this project. During the discussion, it was thought that Robinson Nevada Mine was going to do this; we could check on this, but we should approve this anyway, it was felt. Commissioner Shane Bybee disclosed that he has a relationship through his girlfriend's brother-in-law; District Attorney Mike



Wheable noted it wasn't necessary but thanked him for that statement. Chairman Richard Howe entertained a motion for approval. Commissioner Steve Stork made a motion to approve Resolution 2018-19 to utilize \$3,000 from Contingency for the survey of the Shooting Range in conjunction with the NDOW Shooting Range grant. Commissioner Carol McKenzie seconded. Motion carried.

Richard Howe, Chairman  
Shane Bybee, Vice Chairman  
Commissioner Gary Perea  
Commissioner Carol McKenzie  
Commissioner Steven M. Stork

801 Clark Street, Suite 4  
Elko, Nevada 89301  
(775) 231-6509  
Fax (775) 289-2544

Nichole Baldwin, Ex-officio Clerk of the Board

White Pine County  
Board of County Commissioners

wdc181@whitepinecountynev.gov

Resolution Number 2018-19

Resolution to Utilize \$3,000 from Contingency in Order to Pay for a Survey of the White Pine County Shooting Range in Conjunction with the Nevada Department of Wildlife (NDOW) Shooting Range Grant

Whereas, the Board of County Commissioners approved a grant application through NDOW to improve the White Pine County Shooting Range; and

Whereas, the match requirement for the grant was written to include donated labor, service and equipment; and

Whereas, when the grant was initially written in 2013 it included donated professional services for the required survey which is no longer available; and

Whereas, the FY2018 Contingency Account had a beginning balance of \$216,688 of which \$4,795 has been utilized for an economic development strategic plan, \$31,214 has been utilized for a half-time Deputy Treasurer, \$682 has been utilized to provide for travel training in the Clerk's Office, 7,000 has been utilized for juvenile transports, \$2,500 has been utilized for land appraisals, \$343 for Tri-County administrative services, \$1,524 for County Code expenses, \$6,400 for website upgrades and \$2,230 for contract services for a GIS election precinct map layer leaving a balance of \$160,000 which may legally be used for this purpose;

Now Therefore Be It Resolved that White Pine County shall appropriate \$3,000 from contingency to provide for Parks-Contract Services to obtain the necessary survey on the White Pine County Shooting Range;

| Account           | Description             | Increase | Decrease |
|-------------------|-------------------------|----------|----------|
| 001-402-52915-000 | Parks-Contract Services | \$3,000  |          |
| 001-600-54101-000 | Contingency Account     |          | \$3,000  |

It Is Further Resolved that the Finance Director shall forward the necessary documents to the Department of Taxation, State of Nevada.

Passed, adopted and approved the 11th day of April, 2018.

Ayes: 5

Nays: 0

Absent: 0

*Richard Howe*  
Richard Howe, Chairman of the Board

ATTEST:  
*Nichole Baldwin*  
Nichole Baldwin, Clerk of the Board

DISCUSSION/ACTION/APPROVAL OF THE OPTION FOR PURCHASING UP TO 25 GOLF CARTS AT AN ESTIMATED COST OF \$2,600 EACH FOR AN AMOUNT NOT TO EXCEED \$65,000 - OPTIONS TO BE CONSIDERED INCLUDE (1) UTILIZATION OF CURRENT YEAR NET PROCEEDS REVENUES ABOVE BUDGETED; (2) PROVIDING A 5-YEAR INTERFUND LOAN FROM THE WPC GENERAL FUND TO THE GOLF COURSE SPECIAL REVENUE FUND; (3) AMENDING WPC CODE SECTION 4.04.020 REASSIGNING 1% OF RENTAL BUSINESS TAX CURRENTLY ASSIGNED FOR THE MAINTENANCE OF THE WPC AQUATIC CENTER TO THE WPC GOLF COURSE FOR A SPECIFIED PERIOD OF TIME; (4) UTILIZATION OF CURRENT YEAR GENERAL FUND CONTINGENCY TO PROVIDE A TRANSFER FROM THE GENERAL FUND TO THE GOLF COURSE SPECIAL REVENUE FUND; OR (5) COMMIT 75% OF GOLF CART RENTAL INCOME ANNUALLY TO GOLF CART REPLACEMENT

Chairman Richard Howe asked the Board for direction in this; there was some discussion. Commissioner Steve Stork felt the Board should go with Options (4) and (5); he likes the idea of a depreciation



fund, and he would go 25% on Option (5). Commissioner Shane Bybee felt that 75% would “hamstring” the Golf Course. He requested Finance Director Elizabeth Frances for some projections; the District Attorney agreed with that and noted that Option (5) could be placed on the next agenda. Public Works Director Bill Calderwood advised the Board that the golf carts are protected during the winter, but they still sit out in the weather 5-6 months out of the year. Following some discussion, D.A. Wheable advised they could vote on Option (4). Director Frances indicated it would depend on what comes in from Net Proceeds of Minerals; Commissioner Gary Perea would like to see the Board select Option (1) instead, which he felt would be more appropriate, but he could go with Option (4). Chairman Richard Howe entertained a motion for approval of Option (4). Commissioner Steve Stork made a motion to approve purchase of up to 25 golf carts at an estimated cost of \$2,600 each for an amount not to exceed \$65,000, utilizing the current years’ General Fund Contingency to transfer funds to the Golf Course special revenue fund. Commissioner Shane Bybee seconded. Motion carried.

DISCUSSION/ACTION/DIRECTIONS ON ITEMS TO INCLUDE/EXCLUDE IN AN INTERLOCAL AGREEMENT BETWEEN WHITE PINE COUNTY AND THE WHITE PINE COUNTY FIRE PROTECTION DISTRICT FOR VARIOUS SERVICES SHARED BY THE ENTITIES AND WHETHER TO UTILIZE A FORMULA DRIVEN SOLUTION OR A FLAT FEE BASIS

Director Frances indicated that as this is an interlocal agreement, it also appeared on the Fire Commission agenda; she noted she has the direction on this from that earlier discussion.

DISCUSSION/ACTION/APPROVAL OF REVISED WAGE SCALES FOR WHITE PINE COUNTY FIRE PROTECTION DISTRICT HOURLY PERSONNEL

This agenda item was pertinent to the Fire Commission and was not discussed during the County Commission meeting.

CONSENT AGENDA: DISCUSSION/ACTION/RATIFICATION OF CORRESPONDENCE SENT ON BEHALF OF THE WHITE PINE COUNTY COMMISSION; APPROVAL OF PAYROLL FOR COUNTY ELECTED OFFICIALS; APPROVAL OF HR TRANSMITTAL FOR PAYROLL CHANGES; APPROVAL OF BUDGET TRANSFERS WITHIN/BETWEEN FUNCTIONS/PROGRAMS WITHIN A FUND THAT DO NOT INCREASE THE TOTAL APPROPRIATION OF THE FUND

Commissioner Shane Bybee made a motion to approve the Consent Agenda as presented. Commissioner Steve Stork seconded. Motion carried.

NOTICE OF UNTIMED ITEMS

DISCUSSION/ACTION/APPROVAL OF MINUTES FROM THE COUNTY COMMISSION MEETINGS ON:

Special Joint County Commission/Fire Commission Meeting & Budget Workshop, March 6  
Special Joint County Commission/Fire Commission Meeting & Budget Workshop, March 7  
County Commission Meeting of March 14

Commissioner Steve Stork made a motion to approve the minutes from the above meetings as presented. Commissioner Shane Bybee seconded. Motion carried. WPC Clerk Nichole Baldwin thanked Deputy Clerk Susan Lujan for getting all these minutes done and keeping us current; the Board agreed.

RECOMMENDATIONS FOR ITEMS FOR FUTURE AGENDAS

Reducing the speed limit on SR318 to Lund, per request of their Town Council.  
NDOT will be giving their presentation at the May 9<sup>th</sup> Commission meeting.





DISCUSSION/ACTION/MOTION TO CLOSE THE OPEN MEETING FOR DISCUSSION WITH THE BOARD RELATED TO COLLECTIVE BARGAINING PURSUANT TO NRS 288.220

Chairman Richard Howe entertained a motion to close the Open Meeting. Commissioner Steve Stork made a motion to close the Open Meeting for discussion with the Board related to collective bargaining pursuant to NRS 288.220. Commissioner Shane Bybee seconded. Motion carried. The session was duly held.

The Closed Session was convened at 3:33 p.m. At 4:01 p.m., Commissioner Shane Bybee made a motion to go back into the Open Meeting. Commissioner Steve Stork seconded. Motion carried.

KATHY RICCI, HUMAN RESOURCES DIRECTOR

DISCUSSION/ACTION/DIRECTION/APPROVAL OF A JOB DESCRIPTION FOR LEAD SUPERVISOR ROAD WITH A GRADE AND STEP INCREASE AS APPROVED

Following brief discussion, Chairman Richard Howe asked for a motion to table this and the next three agenda items. Commissioner Gary Perea made a motion to table this and the next three agenda items as requested. Commissioner Steve Stork seconded. Motion carried.

DISCUSSION/ACTION/DIRECTION/APPROVAL OF A JOB DESCRIPTION FOR LEAD SUPERVISOR MAINTENANCE WITH A GRADE AND STEP INCREASE AS APPROVED;

DISCUSSION/ACTION/DIRECTION/APPROVAL OF A PROMOTION/RECLASSIFICATION FOR THE CREW LEADER ROAD DEPT. TO LEAD SUPERVISOR ROADS WITH A GRADE AND STEP INCREASE AS APPROVED; and

DISCUSSION/ACTION/DIRECTION/APPROVAL OF A PROMOTION/RECLASSIFICATION FOR THE CREW LEADER MAINTENANCE DEPT. TO LEAD SUPERVISOR MAINTENANCE WITH A GRADE AND STEP INCREASE AS APPROVED

These three agenda items were tabled as requested.

DISCUSSION/ACTION/DIRECTION TO EVALUATE ALTERNATIVES FOR THE CURRENT PROPOSALS ON THE RECOMMENDED LEAD SUPERVISOR ROAD AND LEAD SUPERVISOR MAINTENANCE POSITIONS, JOB DESCRIPTIONS AND PAY

Human Resources Director Kathy Ricci handed out the Job Descriptions for the Lead Supervisor Road and Maintenance positions to the Board. Director Frances noted that Director Ricci had worked with POOL/PACT to develop these. District Attorney Mike Wheable advised that if the Commission approves these exempt positions, they need to advertise internally and go through the selection process. Director Frances cited the handouts provided to the Board prior to today's meeting, and indicated options that the Board should consider with creating this pay scale. She recommended that going with the exempt positions would provide the additional support needed by our Public Works Director. The starting pay was noted to be \$138,300 for each of these exempt positions. Following brief discussion, Chairman Richard Howe entertained a motion for approval. Commissioner Gary Perea made a motion to create these two new Lead Supervisor positions, starting at \$138,000, as provided on the Exempt Positions Scale. Commissioner Shane Bybee seconded. Motion carried.

DISCUSSION/ACTION/APPROVAL TO BEGIN RECRUITMENT FOR THE HUMAN RESOURCES POSITION THAT WILL BE VACATED IN JUNE 2018

It was explained this agenda item is just to authorize Human Resources Director Kathy Ricci to begin recruitment for her position. Chairman Richard Howe entertained a motion for approval. Commissioner Steve Stork made a motion to authorize Human Resources Director Kathy Ricci to begin the recruitment process for the HR position that will be vacated in June 2018. Commissioner Shane Bybee seconded. Motion carried.



**DISCUSSION/ACTION/DIRECTION/APPROVAL OF THE DRAFT WHITE PINE COUNTY  
MANAGER JOB DESCRIPTION**

Human Resources Director Kathy Ricci advised this was updated per request of the Board since the last Commission meeting. Commissioner Gary Perea thanked Director Ricci for putting all of this together; he did advise the Board he will vote no as he didn't feel we needed to move forward with this position, even though this is just a draft. Chairman Richard Howe entertained a motion for approval. Commissioner Steve Stork made a motion to approve the draft White Pine County Manager Job Description. Commissioner Shane Bybee seconded. Motion carried 3:2, with Commissioners Gary Perea and Carol McKenzie voting in opposition.

**DISCUSSION/ACTION/APPROVAL OF THE COMPENSATION PLAN FOR THE WHITE PINE  
COUNTY MANAGER**

Human Resources Director Kathy Ricci cited comparables that she had prepared with other County Managers' salaries, and provided another handout to the Board of those. She also added a proposed budget from Director Frances with respect to this, along with an Administrative Assistant support position. Director Ricci indicated the base pay would be at Grade 17 Step 1, with no benefits included. Following brief discussion, Chairman Richard Howe entertained a motion to approve. Commissioner Steve Stork made a motion to approve the compensation plan for the White Pine County Manager as requested. Commissioner Shane Bybee seconded. Motion carried 3:2, with Commissioners Carol McKenzie and Gary Perea voting in opposition.

**DISCUSSION/ACTION/APPROVAL TO POST VACANCY AND ACTIVELY RECRUIT TO FILL  
THE COUNTY MANAGER POSITION CONTINGENT UPON THE POSITION BEING ADDED AND  
APPROVED IN THE FY2019 BUDGET**

Director Ricci advised this would be just to post the vacancy; it was generally agreed this agenda item should be tabled. Commissioner Steve Stork made a motion to table this agenda item; Commissioner Shane Bybee seconded. Motion carried.

**PUBLIC COMMENT**

There was none.

**ADJOURNMENT**

At 4:18 p.m., Chairman Richard Howe entertained a motion to adjourn. Commissioner Shane Bybee made the motion; Commissioner Steve Stork seconded. Motion carried.

BOARD OF COUNTY COMMISSIONERS  
COUNTY OF WHITE PINE  
STATE OF NEVADA

BY:



CHAIRMAN

ATTEST:

  
WPC CLERK OF THE BOARD

