

IN A REGULAR MEETING OF THE WHITE PINE COUNTY COMMISSION HELD ON OCTOBER 10, 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

Timothy Bunch, Human Resources Director  
Scott Henriod, WPC Sheriff  
Jennifer Farnworth, IT Specialist  
Lori Romero, Library/Sr. Center Director  
Bryan Pyle, Deputy District Attorney  
Elizabeth Frances, Finance Director  
Lance Gale, Airport Manager  
Catherine Bakaric, WPC Treasurer  
Burton Hilton, WPC Assessor  
Bill Calderwood, Public Works Director  
Brad Christiansen, Building Inspector

Also Present

Senator Pete Goicoechea  
Donna Bath, Senator Dean Heller  
Sheldon Mudd, NNRDA  
George Chachas, KGTV-10  
Ian Bullis  
Kay McMurray, Ely Times  
Meg Rhoades, Tourism & Recreation Board  
Bruce Thieking, Kinross/Bald Mtn. Mine  
Don Weeks, Kinross/Bald Mtn. Mine  
Doug Heingartner, Kinross/Bald Mtn. Mine  
Lisa Wood, Kinross/Bald Mtn. Mine

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Chairman Richard Howe called the meeting to order at 9:03 a.m. Commissioner Steve Stork led the Pledge of Allegiance.

PUBLIC COMMENT

Mr. George Chachas had concerns with several agenda items: Regarding the possible approval of a liquor license for Mr. Hawkins, there was no mention of his having a Federal tax stamp or a Nevada Business License for that. Regarding the item of an MOU with CORE Construction, he advised that downtown people still want the old Annex site for the new Justice Center. He maintains that Aultman needs to stay at 4 lanes, and when you cut traffic you cut business. He added that at the recent meeting where NDOT explained their plan for downtown, no one voiced support of it. Mr. Chachas wants to see an overhead walkway at McDonald's; he cited it's a very busy intersection, with the High School, fast food places, the upcoming Justice Center, and also a new motel going in; the increased pedestrian traffic needs to be addressed as it's a busy area and getting busier. He cited Park Ave., Campton Street, and Avenues I, K, and L needing signage and traffic controls. For the agenda item on the COLA increase of 3% for exempt employees, we need to stick with the 2% standard used by Social Security; also, we need to get rid of the electric franchise tax. For the agenda item to reconsider the County-owned land going for \$4,000, he advised there was no notice to the public that the County would accept lower offers. He added that he would buy all the County-owned property that was advertised for \$400.00 cash. He's also still awaiting the costs to be recovered from his vandalism years ago. He brought up the S&S Railroad funds that need to be accounted for, or else Commissioner Shane Bybee should resign from the Board. When he also brought up Commissioner McKenzie's lack of ADA compliance with her cement, time was called.

Chairman Richard Howe advised of the Special Commission meeting scheduled for November 2<sup>nd</sup>; due to serial communications he was unable to inform the Board until today, per advice from the District Attorney. That meeting was called due to having to interview all the Fire Chiefs that had applied for that position, and there were 2 finalists; they will be here in person for those interviews at that special meeting.

9:05 A.M. – UPDATE FROM SENATOR GOICOECHEA

DISCUSSION/UPDATE FROM SENATOR PETE GOICOECHEA

Senator Pete Goicoechea thanked the Board for having him here today. He commented that this update is being given 30 days too early, since it's unknown who will be our new State Governor, and much of this update depends upon that outcome. He proceeded to report: S151 is a Special Act, a special appropriation for our new Courthouse, and it's requesting \$10 million. Although we may not need that much, this would allow for some negotiations if passed; also, the monies won't be available until the budget is closed. This is one example of how it would play out depending upon who would be Nevada's Governor, he noted. Senator Goicoechea brought up the diesel tax; NACO has worked on this, and up to \$800,000 could be generated by that tax, which would go towards County roads. This has passed in the Senate, but not yet in the House. Another bill is being presented which addresses term limits; it would allow the County Commission to reappoint those who have termed out of G.I.D.'s (General Improvement Districts), in order to keep the institutional knowledge in place and moving forward. He cited examples of boards who can't hold meetings due to lack of a quorum, since there is a shortage of people who could apply and serve on those boards. He added that in rural communities, the really good people have termed out, and no one else wants to serve, which is the problem. NACO will try to bring that bill forward, he noted. Senator Goicoechea advised that Nevada is growing fast, but "not enough to pay for the hole we created in the budget," which is roughly \$800 million short. So there's a revenue problem for the new Governor coming in; it will be addressed according to who gets that position. He next advised of a bill coming at us regarding a Medicare pushback, to make the counties fund it; he felt we could hold the line for that one, though. Indigent care will be pressed to go to the full 8 cents; we are now at 2-3 cents, he noted. He felt there'd be no change in the majority/minority in the Legislature; "the State of Clark" seems to be where we're heading, and it's unknown how to fix it, as most of the representatives are in Clark County. He continued that the Governor's race is the most critical; it's unknown about the state of the rurals, and where we're actually headed.

Commissioner Gary Perea commented that when we go to Carson City and participate, it would be much more convenient if we could testify or interact from here. Senator Goicoechea felt that Great Basin College might have that capability, but probably not for a full-blown Legislative hearing, since testimony is sworn in, for example. He added that he does feel we have a lot of support from the older members of the Legislature, but 1/3 of each house will be new next year.

Chairman Richard Howe commented on the election process; when 2 persons run in the same party, they face off in the Primary and it's over. He felt those races should just go to the General. Senator Goicoechea advised that's Settlemyer's Law, which makes it easier on the incumbent; but he agreed with Chairman Howe as it disenfranchises many voters. He's looking for that bill to be changed back during this Legislative session.

Senator Goicoechea next addressed water issues: State Water Engineer Jason King will be retiring on January 11<sup>th</sup>, and the new Governor will be appointing a new State Water Engineer. There are rumors that they may go outside Nevada to look for one, plenty of worries all around with that issue. He did note that SNWA probably won't push too hard on the "3M" bill, since it's generally agreed mitigation will occur, it's just a question of when. Next, he advised of a public lands bill coming forward which would allow domestic well owners to have a ½-acre foot metered. Commissioner Perea was curious as to why so many people are against the metering; he pointed out that metering would show beneficial use, and therefore you would have a better stance of keeping the water. Senator Goicoechea advised that the bill would, however, give the State Water Engineer the ability to curtail domestic wells.

Getting back to the S151 bill, Finance Director Elizabeth Frances asked what we could do to be proactive about that; Senator Goicoechea advised that he will provide a list of names who are on the Ways & Means Committee after the election, and we could send letters of support. He noted it's pretty much the same bill as the Supreme Court had brought forward.

The Board thanked Senator Goicoechea for his information.

At this time, Chairman Richard Howe recessed the Commission meeting for a break. The meeting was reconvened shortly thereafter, at which time Chairman Howe recessed the regular Commission meeting and opened the Fire Commission meeting. At this time, Chairman Richard Howe adjourned the Fire Commission meeting. Liquor Board Chairman Scott Henriod opened the Liquor Board meeting. Chairman Henriod

adjourned the Liquor Board meeting, after which Commission Chairman Richard Howe reconvened the regular Commission meeting.

**9:30 A.M. – FIRST/SECOND READINGS OF PROPOSED ORDINANCES**

**DISCUSSION/FIRST READING OF PROPOSED ORDINANCE 495 AMENDING TITLE 4 OF THE WHITE PINE COUNTY CODE TO GRANT AN EXEMPTION FROM THE COUNTY'S BUSINESS LICENSING SCHEME IF THE BUSINESS IS EXEMPT UNDER STATE LAW**

Deputy District Attorney Bryan Pyle advised that a question had arisen that if a local entity would qualify as a non-profit, would they need to have a Business License. His reply was affirmative; at this point there are no exemptions in the Business License. However, if one was properly exempted with the State as a non-profit entity, they would also be exempt from the County Business License. During the discussion, Commissioner Gary Perea asked about Home Occupation; as that pertains to a home-based business, it was advised that a Home Occupation Permit holder does not need to apply for a County Business License; Home Occupation Permits are available through the Building Inspector. Transient businesses are also exempt, those being people who just make deliveries to people in the County such as Schwan's Food Service. Special event vendors are already exempted and regulated elsewhere in the NRS. Commissioner Steve Stork maintained that it should be a level playing field; anyone selling retail goods/services should be licensed. He added that if we exempt one, we might as well do away with the Business Licenses. Commissioner Shane Bybee felt that the fees of \$75 the first year and then \$50 thereafter shouldn't break anyone, plus it gives the County so much more information that we need to apply for grants, etc. Ms. Meg Rhoades, Tourism & Recreation Board, spoke to the outside vendors that come in from afar for special events; would the Business License be just for that event, or cover them for the year? She cited some examples and added it could be tough to get and keep vendors if they had to pay each time they came to White Pine County. Further, if the vendors decide not to come back, it could also affect the success of the event because they enhance such events. Commissioner Gary Perea advised that the Snake Valley event paid for the vendors that came in; WPC Treasurer Catherine Bakaric added that Arts-in-the-Park also pays the licensing for all the vendors for that event as well. Mr. George Chachas commented that for those coming in under a group that's fine, but if the vendors come in at all different times during the year, they do need to purchase a Business License; he added that license is good for a year. Commissioner Carol McKenzie advised that a list of all the vendors who would be working under one Business License umbrella could be attached to the license paperwork. Following further discussion, it was the consensus of the Board to bring the Business License back for another 1<sup>st</sup> reading, with a clearer explanation of the exemptions.

**DISCUSSION/SECOND READING OF PROPOSED ORDINANCE 494 ALLOWING NATURAL PERSONS TO DESIGNATE A FAMILY CEMETERY UPON LAND OWNED BY SUCH PERSONS PURSUANT TO NRS 451.067**

Deputy District Attorney Bryan Pyle advised that this change reflects the feedback he received on this, noting he wasn't present for the last meeting when this was discussed. The change is that the acreage must be a minimum of 40 acres, and the Commission would have the authority to disallow interment of bodies in anything smaller than that. Deputy D.A. Pyle also noted that per NRS a family cemetery may be designated, but that wouldn't necessarily allow someone to put human bodies in it, as he clarified. There followed some discussion during which the Board felt it would be good if the Commission had the authority to approve on a case-by-case basis. Although there was a question regarding the value of including the 40 acres, it was noted that the minimum would protect such areas as the Pearce Subdivision, for example. There are many ranchers smaller than 40 acres, it was also advised; therefore such special circumstances could also be considered for approval. Chairman Richard Howe read the proposed Ordinance statement into the record.

10:00 A.M. – C.B.D.G

**PUBLIC HEARING – WHITE PINE COUNTY BOARD OF COUNTY COMMISSIONERS WILL PRIORITIZE CDBG PROJECTS FOR THE 2019 COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATIONS AND DETERMINE SPONSORSHIP OF THE RNDC HOUSING APPLICATION**

WPC Treasurer Catherine Bakaric advised this is the 3<sup>rd</sup> public hearing, during which the Board advises her of which projects they would like to proceed with. She noted the following projects: The Park project by the Aquatic Center, the Sr. Center maintenance needs and parking, the McGill drainage issue, and the sponsorship of the RNDC for 5 years, which is submitted separately from our application. Other projects were brought forward for consideration, such as the infrastructure for the lift station considered previously and affordable housing. Chairman Richard Howe cited the affordable housing as our first priority. He noted County-owned property, 62 acres at the end of Avenues M and N; the land is flat, and access roads are already there. He felt that if we could qualify for a grant to do infrastructure in that area to make some improvements—such as sewer and water--so the property would be more valuable and enhance it for possible development there. Treasurer Bakaric agreed that the housing is definitely a need; she read the eligibility portion of the CDBG grant application and advised the project has to come under one of the following categories: Of benefit to low income households; elimination of slum and blight; or meet an urgent community development need. She felt since the property is County-owned that would make the difference, but it should be specified as being for LMI (low-to-moderate income) households. Our community doesn't currently meet the LMI requirement; a survey could be done to ascertain if an area is an LMI. Chairman Howe pointed out that we have many people coming in to live who are working in the mines, but we don't have anywhere for them to live. Treasurer Bakaric continued that this Board needs to prioritize these projects; D.A. Pyle noted that would mean taking action, and this agenda item isn't written for that action. He suggested Treasurer Bakaric could review the input that has been given, including today's discussion, prioritize a list and then bring it back to this Board. Commissioner Perea still wants us to do a survey, in order to obtain more information. Treasurer Bakaric advised that she could do a pre-application for everything that's been discussed; that process will help eliminate some items that wouldn't qualify, she explained. She'd be happy to proceed with that, and the timeline would allow her to have more time for prioritizing. The Board agreed that would be good. Chairman Howe asked for public comment: Mr. George Chachas advised that he would like to see the Sr. Citizens Center Maintenance/Parking and the McGill drainage issue go forward. Mr. Ian Bullis agreed with Mr. Chachas especially on the Sr. Citizens Center, which he feels should be the primary project. He was also excited to hear Chairman Howe bring up the housing issue, as we also have to have housing that's not necessarily for LMI, if we are continuing to grow. He's all in favor of going for the grants. Treasurer Bakaric noted that the Sr. Citizens Center would qualify whether it's for LMI or not. Mr. Lance Gale wished to comment as a private citizen; he felt that a letter from Senator Pete Goicoechea would have some merit, as an endorsement; Treasurer Bakaric agreed. Senator Goicoechea noted that the Senior Center and areas of slum and blight in our community could very well be eligible. He cited areas in Eureka as examples, and added that we would need to obtain an FMV (Fair Market Value) for properties. Commissioner Carol McKenzie brought up if places in Ruth/Lund/McGill/Baker that have needs could be combined in order to qualify; Treasurer Bakaric felt that was possible, different areas could be addressed. The property(ies) would need to be either County-owned, or in the Treasurer's Trustee Account, as she explained, in order to qualify. Public Works Director Bill Calderwood addressed the McGill drainage/slag ditch issue: He noted that some right-of-way goes under some existing property and buildings. He felt there could be a huge potential for drainage improvements that would allow for additional usage, but not in the condition it's currently in. He added it could be a great asset to both McGill and the County if that could be included. In conclusion, Treasurer Bakaric will complete her pre-application, noting the Sr. Center, McGill drainage, and housing, as the order suggested by Chairman Howe.

11:00 A.M. – KINROSS/BALD MOUNTAIN MINE

**DISCUSSION ONLY: KINROSS/BALD MOUNTAIN MINE PRESENTATION**

Kinross/Bald Mountain Mine General Manager Bruce Thieking introduced himself, Don Weeks, Doug Heingartner and Lisa Wood to the Board. They proceeded with a quick overview of the activities at Bald Mountain Mine, noting that they are constructing a new facility on the old Alligator Ridge Mine property. The

mine is located totally in White Pine County, with employees traveling from Elko and Eureka as well as from Ely, which represents 20% of their total work force. It's 109 miles from Ely in the Ruby Mountains, and gets more snow than most of the mines in Nevada. Manager Thieking advised the operation was acquired in January 2016; it's an open pit, gold heap leach operation. They will run conventional open pit mining to 2023, and the heaps will continue to produce 1-2 years after that. They don't use crushers as those aren't economically beneficial; they do get roughly 72% recovery from the cyanide leaching process. He continued that they've had a great year for safety, being awarded first place by the Nevada Mining Association in large, open pit mining. This year they've had some lost days, but they're working on keeping those figures very low. Because of their remote location, they have been putting a lot into their Emergency Response Teams for people who get lost, stuck, etc., and they often have to assist with those issues. The mine is complicated from the environmental point of view; they've separated out into 3 operations and require many permits to remain in compliance. The mine is located in a prime habitat area, so they are sensitive to wildlife; deer, sage grouse, golden eagles, and horses. They are also volunteer participants in the Sage Grouse Credit System, which involves not developing some ranches, in deference to the sage grouse. Mr. Don Weeks is overseeing that project; Mr. Weeks provided some history of Alligator Ridge, concluding with the pre-feasibility study that was done, and the Record of Decision was granted to move forward; construction commenced in January 2018. The mining operation will begin next month; the heap leach pads will be completed during 2019. They're currently installing concrete pads in the ancillary area and in other specific areas. In reply to a query from Chairman Richard Howe, Mr. Weeks advised that part of the Vantage Pit will be staffed out of Elko, which he noted could be an issue but they're working through that. As for the Purchasing aspect, Mr. Weeks noted some local companies are being utilized; if Ely can be competitive then they will lean more towards that direction. He noted it's "just a matter of getting onto our Vendor list." They envision approximately 500 employees during their high time. Commissioner Shane Bybee thanked the group for the opportunity to visit the area, and stated that he thought they have the most organized, nicest mine sites he's ever seen. He's very impressed with the reclamation efforts, stating that he couldn't tell the reclaimed areas from the pristine areas. Public Works Director Bill Calderwood commented that Kinross has been "super good neighbors" to the Road Dept. and the County; they've provided water, power, etc. for us, including paying for the rejuvenating oil and mag chloride on the roads. They also provided equipment such as graders, etc.; whatever we need, they've been good for us. Chairman Howe also cited the 4-H Livestock Auction, where Kinross was a big buyer from our steers/lamb raisers. He stated what they do for us is very much appreciated, and added how they also help us with our non-profits. The Board thanked the Kinross/Bald Mountain Mine representatives for their information today.

#### ITEMS FROM ELECTED OFFICIALS AND DEPARTMENT HEADS

##### COUNTY COMMISSION:

###### RICHARD HOWE, COMMISSION CHAIRMAN

DISCUSSION/ACTION/APPROVAL TO PARTICIPATE IN A SPECIAL JOINT MEETING WITH THE ELY CITY COUNCIL, WHITE PINE COUNTY WATER ADVISORY COMMITTEE, AND ROBINSON MINE FOR A HYDROLOGY PRESENTATION ON NOVEMBER 15, 2018 AT 5:00 P.M.

WPC Clerk Nichole Baldwin reviewed this for the Board; these groups just don't want to give the hydrology report numerous times and were looking to do it in a joint meeting. Commissioner Gary Perea was opposed to this; each group has different questions and priorities, and the way it was handled in the past he felt was disappointing. Just doing this in an hour, prior to the City Council meeting, he felt wouldn't work. He maintained that 3 different presentations would be more valuable. Clerk Baldwin pointed out that it's not the week for a City Council meeting, so the meeting could go longer. Commissioner Steve Stork agreed with stacking the meetings instead. Commissioner Shane Bybee supported Commissioner Perea in this due to the fact that he's better informed with water issues. Chairman Howe just felt the presentations could be done during Commission meetings. Chairman Richard Howe entertained a motion to approve; died for lack of a motion.

At this time, Chairman Richard Howe had to leave the meeting briefly; Vice-Chairman Shane Bybee continued with the next agenda item.

ELECTED OFFICIALS:

CATHERINE BAKARIC, TREASURER

DISCUSSION/ACTION/APPROVAL TO CHANGE PTNA SUBGROUP MEMBERSHIP FOR WHITE PINE COUNTY FROM BILL CALDERWOOD TO CATHERINE BAKARIC

WPC Treasurer Catherine Bakaric advised that the PTNA subgroup reviews all the SNPLMA applications; while she is the official representative, she felt that Bill Calderwood could still participate to the level we need. Public Works Director Bill Calderwood advised he would also attend when Treasurer Bakaric makes her presentations. Vice-Chairman Shane Bybee entertained a motion for approval. Commissioner Steve Stork made a motion to approve changing the PTNA membership representative for White Pine County from Bill Calderwood to Catherine Bakaric. Commissioner Gary Perea seconded. Motion carried.

Chairman Howe returned during the next agenda item's discussion.

DISCUSSION/ACTION/DIRECTION ON WHICH PROPERTIES TO ADDRESS WITH CDBG NUISANCE ABATEMENT GRANT

WPC Treasurer Catherine Bakaric advised that we were awarded this grant for slum/blight last year; the award term was for 18 months, so we do have some time left. She wants to have some properties identified and get started with these; she provided handouts of 2 properties for consideration. The first is the little shed located by the Administrative Building, which was the old City of Ely shops out on the highway. That building needs to come down; it's derelict and County-owned. The second one is located on Mill Street; there have been many complaints, mostly from the Robisons who live up behind it. That building is in Treasurer's Trustee Account, so addressing it can be done with the grant monies. She has asked about the money we put into that, and how long it would be before it can be sold; she's awaiting a reply from CDBG on that property. She continued that Mineral County has had experience with these kinds of things and they are a resource for us to utilize regarding these properties. Treasurer Bakaric advised her goal is to have a perpetuating fund to help us in dealing with these. WPC Assessor Burton Hilton asked if we could put it up for tax sale; it's free money, and that's a part of us being good stewards of tax funds. During the ensuing discussion, Treasurer Bakaric advised this grant money is to be spent all over the County. Some properties that didn't sell last year are just raw land that isn't selling. She clarified that any property being held in the Trustee's Account can go to sale. She offered to bring a list of all the properties available for the Commission to consider, and advised of the importance of getting them identified in order to get things moving forward. Chairman Richard Howe entertained a motion to continue in this direction. Commissioner Shane Bybee made a motion to continue in this process regarding the CDBG nuisance abatement grant. Commissioner Steve Stork seconded. Motion carried.

DISCUSSION/ACTION/APPROVAL OF NDOT TAP GRANT IN THE AMOUNT OF \$725,445 WITH \$689,172.75 IN FEDERAL FUNDING AND \$36,272.25 AS A COUNTY MATCH

Treasurer Bakaric advised that Ms. Gretchen Baker had requested this be placed on the agenda; it was noted that the contract hadn't been received so the District Attorney and Finance have yet to review it. Instead, she continued, they looked at what the grant monies would be for, and it was identified properly. The first step is to get the right-of-way cleared up; she read a portion of the pertinent email from Ms. Baker regarding getting some more right-of-way established as it's unknown if the NDOT right-of-way would be wide enough. Widening the right-of-way could take 18-24 months, she continued, and she wished the Board to know this is being worked on but it will take some time. Commissioner Gary Perea commented that this is a really good trail project for both Baker and the County, and is a precursor for these types of things as to what steps need to be taken to ease the process for future projects. The ongoing expenses will be more than the initial amount for this trail, he noted, due to the maintenance that would be needed once the trail is opened to the public. During the discussion, Treasurer Bakaric noted the right-of-way acquisition would occur after signing the contract; she suggested a kickoff meeting might be a good idea as a place to get questions answered. Also, the NDOT standard is 15' off the road and 10' wide. This was felt to be just a discussion item today.

**MIKE WHEABLE, DISTRICT ATTORNEY**

DISCUSSION/ACTION/APPROVAL OF A MOU BETWEEN WHITE PINE COUNTY AND CORE CONSTRUCTION SERVICES OF NEVADA, INC. RE: THE PROVISION OF AND PAYMENT FOR \$95,000 OF PRECONSTRUCTION SERVICES IN LIGHT OF THE FACT THAT THE USDA WILL NOT APPROVE THE CMAR CONTRACT PRIOR TO THE DEVELOPMENT OF A GUARANTEED MAXIMUM PRICE FOR THE WHITE PINE COUNTY JUSTICE CENTER COMPLEX PROJECT

Finance Director Elizabeth Frances advised that the Commission had previously approved the CMAR 3-party contract, among White Pine County/CORE Construction/USDA. However, USDA won't follow through with this prior to a guaranteed maximum price for the project, so we can't do this until we get through the pre-construction process. This Memorandum of Understanding (MOU) covers that, noting that the County will pay for the preconstruction services up front first; the funds will be applied properly in order to keep the project moving forward. She clarified that by approving this MOU, the appropriate payments may be made. Chairman Richard Howe entertained a motion to approve. Commissioner Steve Stork made a motion to approve the MOU between White Pine County and CORE Construction for \$95,000 of preconstruction services as requested. Commissioner Carol McKenzie seconded. Motion carried.

**SCOTT HENRIOD, SHERIFF**

DISCUSSION/ACTION/APPROVAL OF JOINING FORCES GRANT/OTS FROM OCTOBER 1, 2018 THRU SEPTEMBER 30, 2019 IN THE AMOUNT OF \$23,000 WITH NO COUNTY MATCH

WPC Sheriff Scott Henriod advised this is the traffic safety grant they apply for annually; it allows the officers overtime funds in order to target specific areas of problems, such as DUI's, speed reinforcement, pedestrian safety, etc. Chairman Richard Howe entertained a motion for approval. Commissioner Shane Bybee made a motion to approve the Joining Forces Grant/OTS from 10/2/18-9/30/19 for \$23,000 with no County match as requested. Commissioner Steve Stork seconded. Motion carried.

DISCUSSION/ACTION/APPROVAL OF THE BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT/JAG IN THE AMOUNT OF \$81,000 WITH NO COUNTY MATCH

Sheriff Henriod advised there is no County match required for this grant. He continued that we did receive the \$81,000 in funding, which goes to wages for the employees, training and equipment; he was grateful we were able to receive that once again. Finance Director Elizabeth Frances clarified that this covers the wages, but not the benefits; there would be a cost of \$7,500 to cover the benefits, and the funds are available. Chairman Richard Howe entertained a motion to approve. Commissioner Carol McKenzie made a motion to approve the Byrne Memorial Justice Assistance Grant/JAG in the amount of \$81,000 with no County match required. Commissioner Steve Stork seconded. Motion carried.

DISCUSSION/ACTION/APPROVAL OF THE BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT/JAG K-9 IN THE AMOUNT OF \$12,328 WITH NO COUNTY MATCH

Sheriff Henriod noted that he applied for the K-9 grant, and we received that amount to cover purchase of the dog and send an officer to training. He added that this grant also doesn't require a match. He continued that he's looking forward to getting a K-9 on the streets to help us with our drug problem. Chairman Richard Howe entertained a motion to approve. Commissioner Carol McKenzie made a motion to approve the Byrne Memorial Justice Assistance Grant/JAG K-9 for \$12,328 with no County match required. Commissioner Shane Bybee seconded. Motion carried.

**NICHOLE BALDWIN, COUNTY CLERK**

DISCUSSION/ACTION/APPROVAL TO ACCEPT THE RESIGNATION OF LYNNE HOFFMAN FROM THE BAKER AREA CITIZENS ADVISORY BOARD

WPC Clerk Nichole Baldwin advised that Ms. Lynne Hoffman will be going to India for an extended length of time, and she's asking to resign from the Baker Area Citizens Advisory Board. Commissioner Carol McKenzie noted that she's done a wonderful job on that Board, and she is reluctant to make this motion.

Commissioner McKenzie made the motion to accept Ms. Lynne Hoffman's resignation from BACAB as requested. Commissioner Gary Perea seconded. Motion carried.

#### DISCUSSION ONLY: REGARDING A NOTARY PUBLIC IN THE COURTHOUSE

Clerk Baldwin advised that after many years of service, the Courthouse notaries decided to stop serving the public; as a result, her office has received many requests to address this. She went to many Department Heads regarding this problem, but there was no interest shown. She continued to note the importance of having a Notary stationed in the Courthouse, and is asking the Commission today for guidance in fulfilling this need. She advised that being a Notary involves potential liability, there are many duties associated with becoming and fulfilling that responsibility, and admitted that wouldn't be a "very popular addition to existing job duties" as it must be renewed every year. Still, she wants to provide a Notary for the public in the Courthouse. While having one person in her office be a Notary, she felt just one person handling it would be too much, given the other job duties her employees currently have. She felt perhaps just having the Notary service available for specific blocks of time might be a possibility. Commissioner Carol McKenzie asked if those people who quit doing it aren't doing it for their own offices; Clerk Baldwin clarified that they're doing it for their office, for County employees and the Commission, but not for the public. Commissioner Steve Stork noted that it wouldn't be fair for just one person to be the Courthouse Notary; further, as an elected official, Clerk Baldwin doesn't have the authority to request other Departments to put a Notary in their office. During the discussion, Commissioner Shane Bybee suggested that every office could have a Notary; Chairman Richard Howe pointed out that the other Department Heads have ignored Clerk Baldwin's request to discuss this matter. He added there are other people available in the community who could perform that service, citing the banks and a couple of other places where people could go. Commissioner Bybee maintained this is a service the County needs to provide, even if we have to give a stipend to the individual(s) willing to take on this duty. He added that it's incumbent upon us to take care of people coming to the Courthouse. Chairman Howe felt this should be discussed at a Department Head meeting, as there's no question of the need. He added that we also would need office space for a Notary, the Department Heads might not like it, but it's needed by the public. Commissioner Gary Perea pointed out that as most Department Heads are elected officials, we can't require them to do this. Commissioner Stork noted that the best we can do would be to encourage them to get a Notary on staff. Clerk Baldwin noted that while it's not in anyone's Job Descriptions, perhaps it should be. Human Resources Director Timothy Bunch advised he has discussed this with Clerk Baldwin and the judges; due to the many cases and much foot traffic by the courts, that's why they've backed off from the Notary services. He noted that we have also sent people to the Credit Union or to Sahara Motors, but he felt we need a set office or a set individual who would be doing this, adding that "it's a logistics nightmare for the County to try to find someone to try and do this." He added that he did review Job Descriptions, and not one of them specifies that someone would be required to be a Notary. WPC Assessor Burton Hilton asked if the Commission could make an elected official do this by Ordinance; Deputy District Attorney Bryan Pyle replied in the negative. Chairman Howe suggested perhaps there are independent notaries out there that might want to do this; Director Frances noted that the County isn't required to provide this service to the public, and we would be taking away from the private notaries by providing the service for free. Deputy D.A. Pyle agreed that this had just been done as a courtesy to the public, at no charge. Commissioner Bybee would like to see if we could just make life simpler for our constituents to do business with us, if we had a County Notary available; Clerk Baldwin felt it would be important to have a Notary in the Courthouse. Commissioner Carol McKenzie noted most banks have notaries available. Chairman Howe wanted this to go to the Department Heads first to see if anyone might be willing to take this on; Clerk Baldwin advised this wouldn't be until December, after the elections. Per request of the Board, Clerk Baldwin will send a letter from the Chairman to the Department Heads advising that we would appreciate their input prior to the December Commission meeting.



**DEPARTMENT HEADS:**

**BRAD CHRISTIANSEN, BUILDING OFFICIAL**

DISCUSSION/ACTION/APPROVAL OF A PARCEL MAP – APPLICANT IS ROBERT L. HOFFMAN, SUBJECT PROPERTY IS ¼ SECTION NW & NE, SECTION 31, T14N R64E, 8050 SOUTH 71<sup>ST</sup> EAST STREET, WILLOW CREEK RANCH, NEVADA, APN #012-790-32 – APPLICANT DESIRES TO SUBDIVIDE THE PARCEL

Building Inspector Brad Christiansen brought a large map before the Board and showed how the applicants are desiring to split up their parcel. He noted they've met all the requirements for both the County and the State for zoning; the location is near the Coke Ovens/Buffalo Ranch. He pointed out the access routes located all around the parcels. Following brief discussion, Commissioner Shane Bybee made a motion to approve the parcel map subdivision by Mr. Robert L. Hoffman as requested. Commissioner Carol McKenzie seconded. Motion carried.

**LORI ROMERO, LIBRARY DIRECTOR/SR. PROGRAM ADMINISTRATOR**

DISCUSSION/ACTION/APPROVAL TO ACCEPT THE STATE COLLECTION DEVELOPMENT FUNDS IN THE AMOUNT OF \$2,632 WITH NO COUNTY MATCH

Library Director Lori Romero advised that this grant is for public libraries, and we were eligible for that amount of funding with no County match required. Commissioner Steve Stork made a motion to accept the State Collection Development funds of \$2,632 with no County match required. Commissioner Carol McKenzie seconded. Motion carried.

DISCUSSION/ACTION/RATIFICATION OF THE AGING AND DISABILITY SERVICES DIVISION GRANT #17-000-07-1X-10 IN THE AMOUNT OF \$21,434 WITH A COUNTY MATCH OF \$3,783 FOR CONGREGATE MEALS

Director Romero advised that last year we received \$19,220 and this year we received more, based on the meal count we had last year. The match will come out of the tax override funds, she noted. Chairman Richard Howe entertained a motion to approve. Commissioner Carol McKenzie made a motion to ratify the Aging & Disability Services Division grant for \$21,434 with a County match of \$3,783 for Congregate meals. Commissioner Steve Stork seconded. Motion carried.

DISCUSSION/ACTION/RATIFICATION OF THE AGING AND DISABILITY SERVICES DIVISION GRANT #17-000-04-2H-19 IN THE AMOUNT OF \$44,475 WITH A COUNTY MATCH OF \$3,920 FOR HOMEBOUND MEALS

Director Romero advised that we switched to a fixed rate for this grant based on the meal count of \$42,400 last year; this was a higher amount, with the County match coming from the tax override. Chairman Richard Howe entertained a motion for approval. Commissioner Shane Bybee made a motion to ratify the Aging & Disability Services Division grant for \$44,475 with a County match of \$3,920 for Homebound meals. Commissioner Steve Stork seconded. Motion carried.

**LANCE GALE, AIRPORT MANAGER**

DISCUSSION/ACTION/RATIFICATION OF THE AIRPORT IMPROVEMENT PROJECT SUPPLEMENTAL FUNDING GRANT OFFER IN THE AMOUNT OF \$5,186,819 WITH NO COUNTY MATCH

Airport Manager Lance Gale advised that for the last meeting agenda, the amounts were incorrect for this agenda item; this is the correct amount. Commissioner Gary Perea made a motion to ratify the AIP Supplemental Funding grant offer for \$5,186,819 with no County match. Commissioner Shane Bybee seconded. Motion carried.

**DISCUSSION/UPDATE ON WASHINGTON, D.C. TRIP ON SUPPLEMENTAL FUNDING**

Manager Gale provided a handout to the Board, "A.I.P.-Investing in America's Airports." He explained that out of 3,700 airports in the United States, we were the only one in Nevada—actually the entire Western

United States—to receive this grant. He advised that we were #3 in line for the funding, which was for \$280,000 at that point. He was interviewed 4 times, due to people being impressed with what we had already done to prepare for the funding; in fact, U.S. Secretary of Transportation Elaine L. Chao was already informed as to what our Ely Airport was all about. The Board thanked Manager Gale for his fine work and a great job in getting a jump on this funding.

**DISCUSSION/ACTION/APPROVAL TO PURSUE WINGS OF BLUE PARACHUTE TEAM FOR THE 2019 ELY AIR RACES**

Manager Gale asked Tourism & Recreation Board representative Meg Rhoades to come forward, as she had helped him with this. Representative Rhoades advised that they need Commission approval to do this; while the Wings of Blue doesn't charge for their performance, there is a per diem rate which she provided to the Board, which includes lodging, meals, etc. for their pilots and the team. She advised that the cost was a high estimate, just under \$10,000, but pointed out that most of the air acts themselves charge from \$8,000-10,000, not counting a per diem rate. She continued that if we can commit, then we can get the C-130 plane designated to bring the Wings of Blue here. She added that when they come with a military jump team, there's no charge for the C-130. This would be a huge, big name draw; they would do their parachute jumps up to twice daily if we wanted them to. Representative Rhoades felt this amount could be covered by sponsorships from different entities, which would get their names involved in the advertising and publicity as well. She noted that the last steps would be to approve this and then submit the request, after which the Wings of Blue would make the decision to come to Ely. Manager Gale confirmed that this would require the Commission's approval to go forward. In reply to a query from Deputy District Attorney Bryan Pyle, Manager Gale advised that there's no special commercial license required in order to receive any kind of compensation; there's also no insurance to worry about because they are military. Commissioner Steve Stork had a concern, and wanted to know what one-time cost we had last year that we wouldn't have to pay this year. Commissioner Richard Howe noted that a date of February 1, 2019 would give us plenty of time to go forward or not, and agreed that "we can't take a beating again" as to the monies expended for the event. Manager Gale clarified that this agenda item isn't to request funding; the Board understood that. Commissioner Stork felt more information on this would be needed. Manager Gale reiterated that this is just approval to pursue having the Wings of Blue come here, and it is part of the military process. Chairman Richard Howe entertained a motion to approve. Commissioner Carol McKenzie made a motion to approve pursuing Wings of Blue Parachute Team for the 2019 Ely Air Races as requested. Commissioner Steve Stork seconded. Motion carried.

**TIMOTHY BUNCH, HUMAN RESOURCES DIRECTOR**

**DISCUSSION/UPDATE ON THE NEW CHIEF DEPUTY FINANCIAL OFFICER**

HR Director Timothy Bunch advised the Board that interviews were held, and Ms. Elanie Calderwood was selected to be the new Chief Deputy Financial Officer. The Board offered their congratulations to Ms. Calderwood.

**DISCUSSION/UPDATE ON THE 90 DAY PERFORMANCE EVALUATION FOR THE HR DIRECTOR PER WPC POLICY 10.2 & 10.2.4**

Director Bunch advised this is to be consistent, to ensure following White Pine County policies. He explained that this Board approved the evaluation form a couple of meetings ago; his own 90-day evaluation is due, and also the WPC Aquatics Director's evaluation will be due as well. There followed some discussion regarding if a Closed Session would be required for these evaluations, or if they would be done in an Open Meeting. Both HR Director Bunch and Aquatic Facility Director Rozich will be placed on an upcoming agenda, and Director Bunch will meet with Deputy D.A. Pyle regarding serving notice protocols.

**DISCUSSION/ACTION/APPROVAL TO AMEND THE FINANCE CLERK JOB DESCRIPTION IN ORDER TO MEET BUSINESS NEEDS FOR THE NEW FT POSITION TO POST POSITION VACANCY**

Director Bunch noted this came forward from the last Commission meeting, at which it was for part-time; now it will be for full-time. He cited a few amendments to that Job Description, and noted they included

input from Finance Director Elizabeth Frances. Chairman Richard Howe entertained a motion to approve. Commissioner Steve Stork made a motion to amend the Finance Clerk Job Description in order to meet business needs for the new full-time position to post the position vacancy as requested. Commissioner Shane Bybee seconded. Motion carried.

**DISCUSSION/ACTION/APPROVAL OF THE AMENDED SECTIONS 1.1 THROUGH 2.8.6 OF THE WHITE PINE COUNTY POLICY MANUAL IN ORDER TO BE UP TO DATE WITH CURRENT POLICIES/LAWS AND TO PROTECT THE COUNTY AND ITS EMPLOYEES**

Director Bunch advised he had a visit from POOL/PACT representatives who wanted to see our manual; however, we are 10 years behind in this. Society has changed dramatically, he noted, and we have to be current. He continued that when he began the process of review, it was nearly impossible to go through all 142 pages of revisions at once for a decision to be made. He felt this could be done in increments of 20 pages or so at a time; this first portion includes the Table of Contents and the Human Resources portion. He added that he's tried to match things up with what POOL/PACT has asked for, and noted there are too many to digest at once, so this is why he will be apportioning it out in smaller chunks to the Board. Chairman Richard Howe entertained a motion to approve. Commissioner Steve Stork made a motion to approve amended Sections 1.1 through 2.8.6 of the WPC Policy Manual in order to be in compliance. Commissioner Carol McKenzie seconded. Motion carried.

**ELIZABETH FRANCES, FINANCE DIRECTOR**

**DISCUSSION/ACTION/APPROVAL OF RESOLUTION 2018-61 TO ESTABLISH FUND 548 FOR THE RANGE IMPROVEMENT AGENCY FUND TO REPLACE FUND 140 USED FOR THE RANGE IMPROVEMENT SPECIAL REVENUE FUND**

Finance Director Elizabeth Frances advised that this fund should be an agency fund, rather than a special revenue fund, as she explained. This would be a pass-through, money in/money out, for the N4-Grazing Board. Commissioner Carol McKenzie made a motion to approve Resolution 2018-61 to establish Fund 548 to replace Fund 140 as requested. Commissioner Shane Bybee seconded. Motion carried.

**White Pine County  
Board of County Commissioners  
Resolution Number 2018-61**

**Resolution To Establish Fund Number 548 For The Range Improvement Agency Fund To Replace Fund 140 Used For The Range Improvement Special Revenue Fund**

Whereas, it is the desire of White Pine County to accurately classify the financial transactions that occur; and

Whereas, the County has established the Range Improvement Special Revenue Fund (140) which is utilized in order to record grazing fees collected by the State and sent to the County required pursuant to Nevada Revised Statute and subsequently remit these fees to the appropriate grazing boards; and

Whereas, these financial transactions are only passed through the County and should be properly classified in an agency fund instead of a special revenue fund; and

Whereas, it is necessary to establish a new agency fund for this purpose; and

Whereas,

1. The money used to establish fund 548 will be the audited balance remaining in the FY 2018 Range Improvement Special Revenue Fund; and
2. The ongoing revenues in this fund will be from the grazing fees collected by the State and sent to the County required pursuant to Nevada Revised Statute; and
3. The legal expenditures allowed from this fund will be the remittance of the collected fees to the appropriate grazing boards; and
4. The County Commission and Finance Director shall oversee the financial activity of the fund including expenditures and evaluation of the annual fund balance.

Now Therefore Be It Resolved that White Pine County shall establish fund number 548 as the Range Improvement Agency Fund for the purposes outlined above.

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 10<sup>th</sup> day of October, 2018.

Ayes: 5  
Nays: 0  
Absent: 0

Attest:

Nichole Baldwin  
Nichole Baldwin, Clerk of the Board

NEVADA Richard Howe

Richard Howe, Chairman

#### DISCUSSION/ACTION/DIRECTION ON FUNDING FOR THE MAIN STREET PROJECT

Finance Director Elizabeth Frances advised she was asked to look into this, but she noted it's unknown where we really should be going; however, she added there is some interest in the County providing support. She cited information from the City of Ely showing they are committing office space, supplies, etc., plus the City Attorney will draft documents showing it would be for non-profit; there are no funds being donated at this point in time. She also noted the possibility of placing \$5,000-10,000 into an annual line item, plus in-kind services offered throughout the year. There would be some Director/Coordinator duties involved, as she noted. While a figure of \$70,000 had been cited for the budget, she noted it was unclear from this Board which direction they would wish to go in funding this. For example, the kind of employee this would be (City or County). It will be a 501-C3, and she reiterated that Attorney Odgers will be preparing that documentation. While the Contingency Fund could be utilized, she recommended getting a more solid idea and deciding on specifics before making any funding commitment; she asked the Board for some direction. Commissioner Steve Stork felt we should make a commitment that funding will be available, set the monies aside, and go from there. He noted that PERS wouldn't come into it as it would be 501 C-3. Commissioner Gary Perea felt this person should be either a City employee or a Tourism & Recreation Board employee, someone involved with the City. Director Frances noted that we need to get to a number, a quantity of money that we would be setting aside for this; she added that neither the City nor the County can establish a 501-C3. She asked if it would need to be an independent organization; D.A. Pyle will research that. Commissioner Shane Bybee wants to find someone who has already done this, contact them and find out how they did it. Commissioner Perea asked if the NNRDA representative could assist us with this; Commissioner Stork noted it was discussed, but it was felt that wouldn't mesh well. He felt Ms. Caroline McIntosh has the knowledge and could be a good resource once she comes back to the Board with more information. Chairman Richard Howe stated his opposition to all of this for the following reasons: NDOT is doing this, so we'd be putting the horse before the cart; we already have a Director for the Tourism & Recreation Board, and now another Director would be coming in; the downtown area is only 4 blocks long, and having so many Directors doesn't make sense; our businesses downtown are privately owned properties, so we would have to approach each one separately about this. He noted there are many factors involved, such as would the business owners spruce up their own façades on Main Street? Then there is the cost to pay the Director, he added. Commissioner Stork disagreed, and noted that if we will be advancing this community, we need to get on board and do something with it. He added that other communities have done this, and have proven to be successful; this would be a real opportunity we need to capitalize on. He also pointed out that the Director's job is part-time, not an upper-level position. During the discussion, Commissioner Shane Bybee noted that the \$25,000 for full participation and \$75,000 for the Director's salary would be for the full time position, and once we're up and rolling it would be very beneficial. He added that "you see so many downtowns dying, and ours is one of them!" He added that it takes a huge effort and a big investment; NDOT is taking care of \$30 million to make that downtown area new. Commissioner Carol McKenzie cited Tonopah as an example, she went there last month and they've made some really good changes; plus, they have a clinic in place now. Eureka has also made some changes that really impressed her, even on some of their backstreets. Commissioner Perea added that the alternative to all this is to do nothing—which is what we've been doing—and to him, that's NOT an option. Improving the downtown area also improves the County as a whole; but he agreed we should narrow down the cost, and proposed it should be split 50/50 with the City. For current good looks in the downtown area, Commissioner McKenzie cited the Community Choir building, which is being upgraded; Commissioner Bybee noted the window paintings also look great, but added he'd like to see real people inside those empty buildings. Commissioner Stork will meet with Ms. McIntosh and Ely Mayor VanCamp about all this, and bring their input back for the next meeting. So this item was just for discussion, with more information forthcoming.

#### DISCUSSION/ACTION/APPROVAL OF RESOLUTION 2018-62 TO ESTABLISH FUND 998 AS THE POOLED CASH FUND REQUIRED FOR TYLER TECHNOLOGY SOFTWARE

Finance Director Elizabeth Frances advised this is a new fund; in the ADS software there are both Finance and Treasurer Depts. involved. Once they replace ADS with Tyler Technology, she explained, a fund needs to be established to tie everything together. Chairman Richard Howe entertained a motion for approval. Commissioner Carol McKenzie made a motion to approve Resolution 2018-62 to establish Fund 998 as the

pooled cash fund for Tyler Technology Software as requested. Commissioner Gary Perea seconded. Motion carried.

**DISCUSSION/ACTION/APPROVAL OF RESOLUTION 2018-64 TO AUGMENT THE GENERAL FUND FROM UNBUDGETED BEGINNING FUND BALANCE IN THE AMOUNT OF \$41,864 TO COVER THE APPROVED INCREASE OF A HALF-TIME POSITION IN MAINTENANCE AND A HALF-TIME POSITION IN FINANCE**

Following brief discussion, Commissioner Steve Stork made a motion to approve Resolution 2018-64 as requested. Commissioner Shane Bybee seconded. Motion carried.

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

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Ely, Nevada 89301  
(775) 293-6509  
Fax: (775) 289-2544

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

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Nichole Baldwin, Ex-officio Clerk of the Board

**White Pine County  
Board of County Commissioners**  
Resolution Number 2018-62

wpclerk@whitepinecounty.nv.gov

Nichole Baldwin, Ex-officio Clerk of the Board

**White Pine County  
Board of County Commissioners**  
Resolution Number 2018-64

wpclerk@whitepinecounty.nv.gov

**Resolution to Establish Fund Number 998 as the Pooled Cash Fund Required for Tyler Technology Software**

Whereas, in Advanced Data System software (current software utilized by both the County Treasurer's Office and Finance Office) allows for a cash account in each fund on the Finance Office side of the system and a summary of cash by specific bank and investment accounts held by the County on the Treasurer's Office side of the system; and

Whereas, the County's new financial software system (Tyler Technology Incode 10) will not integrate in this manner with either Advanced Data System software or Devnet (the new Treasurer's Office software system); and

Whereas, it is essential that the data for a summary of cash by specific bank and investment account is tracked and compared to the totals within each fund for internal control, proper reporting and bank reconciliations; and

Whereas, Tyler Technology recommends that the County accomplish this by utilizing a pooled cash fund for the summary of information by specific bank and investment account with a claim on pooled cash established within each fund to designate the amount of cash within the pooled fund that it owns; and

Whereas, the Finance Director has discussed this with the County's independent auditors, Hinton Burdick, PLLC and they concur with this approach; and

Whereas,

1. The money used to establish fund 998 will be the audited balance remaining in the FY2019 Treasurer's Advance Data System report for the total cash in the specific bank and investment accounts; and
2. The ongoing revenues will not exist as this will be an asset and related liability fund only; and
3. The legal expenditures will not exist as this will be an asset and related liability fund only; and
4. The County Commission and Finance Director shall oversee the financial activity of the fund including expenditures and evaluation of the annual fund balance.

Now Therefore Be It Resolved that White Pine County shall establish fund number 998 as the Pooled Cash Fund for the purposes outlined above.

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 10<sup>th</sup> day of October, 2018.

Ayes: 5  
Nays: 0  
Absent: 0

Attest:

*Nichole Baldwin*  
Nichole Baldwin, Clerk of the Board

*Richard Howe*  
Richard Howe, Chairman

Passed, adopted and approved the 10<sup>th</sup> day of October, 2018

Ayes: 5  
Nays: 0  
Absent: 0

Attest:

*Nichole Baldwin*  
Nichole Baldwin, Clerk of the Board

*Richard Howe*  
Richard Howe, Chairman

**Resolution to Augment the General Fund from Unbudgeted Beginning Fund Balance in the Amount of \$41,864 to Cover the Approved Increase of a Half-Time Position in Maintenance and a Half-Time Position in Finance**

Whereas, at their September 12, 2018 meeting the White Pine County Board of County Commissioners approved the increase of half-time positions in maintenance and finance to full-time positions; and

Whereas, this was an unanticipated and unbudgeted expense during the FY2019 budget process; and

Whereas, the FY2019 General Fund Beginning Fund Balance was budgeted at \$11,883,738 and the actual beginning fund balance is projected to be \$13,533,790 which is \$1,670,052 more than budgeted of which \$9,900 was utilized for the required OPEB Valuation leaving \$1,660,152 which is legally available for appropriation;

Now Therefore Be It Resolved that White Pine County shall utilize FY2019 unbudgeted beginning fund balance in the amount of \$41,864 to cover the increased payroll and benefit costs for maintenance and finance and adjust accounts as follows:

| Account Code      | Description  | Increase    | Decrease    |
|-------------------|--------------|-------------|-------------|
| 001-110-51101-000 | WAGES        | \$10,849.00 |             |
| 001-110-51201-000 | RETIREMENT   | \$3,038.00  |             |
| 001-110-51202-000 | HEALTH       | \$3,465.00  |             |
| 001-110-51203-000 | PACT         | \$402.00    |             |
| 001-110-51206-000 | MEDICARE     | \$157.00    |             |
| 001-401-51101-000 | WAGES        | \$18,081.00 |             |
| 001-401-51202-000 | HEALTH       | \$4,940.00  |             |
| 001-401-51203-000 | PACT         | \$670.00    |             |
| 001-401-51206-000 | MEDICARE     | \$262.00    |             |
| 001-000-29905-000 | FUND BALANCE |             | \$41,864.00 |

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

DISCUSSION/ACTION/APPROVAL OF RESOLUTION 2018-67 TO CORRECT RESOLUTION 2018-57 REDUCING THE AMOUNT OF CONTINGENCY REQUIRED BY THE DISTRICT ATTORNEY'S OFFICE FOR AN EXPERT MEDICAL WITNESS FROM \$40,000 TO \$13,000

Deputy District Attorney Bryan Pyle advised that they were able to reduce the cost for the expert medical witness from \$40,000 to \$13,000, and therefore are correcting Resolution 2018-57 for the initial amount by replacing it with Resolution 2018-67, in the amount that was reconfigured. Commissioner Carol McKenzie made a motion to approve Resolution 2018-67 which corrects Resolution 2018-57 to reduce the amount of Contingency required from \$40,000 to \$13,000 for the expert medical witness costs. Commissioner Steve Stork seconded. Motion carried.

DISCUSSION/ACTION/APPROVAL OF RESOLUTION 2018-66 TO CORRECT RESOLUTION 2018-45 REGARDING THE ALLOCATION AND AMOUNT OF INTERFUND LOANS FROM THE GENERAL FUND

Finance Director Elizabeth Frances cited the backup materials and explained this is just to correct prior Resolution 2018-45. She noted the allocation is different; it was our best estimate, but now we have been awarded the grant and the actual amount will be available once the funds are received. Chairman Richard Howe entertained a motion to approve. Commissioner Steve Stork made a motion to approve Resolution 2018-66 to correct Resolution 2018-45 as presented. Commissioner Shane Bybee seconded. Motion carried.

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

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Richard Howe, Chairman  
Shane Bybee, Vice Chairman  
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Nichole Baldwin, Ex-officio Clerk of the Board

White Pine County  
Board of County Commissioners  
Resolution Number 2018-66

wpclerk@whitepinecounty.nv.gov

Nichole Baldwin, Ex-officio Clerk of the Board

White Pine County  
Board of County Commissioners  
Resolution Number 2018-67

wpclerk@whitepinecounty.nv.gov

Resolution to Correct Allocation of Interfund Loans from the General Fund to Various Special Revenue Funds Approved in Resolution 2018-45

Whereas, at their June 27, 2018 the White Pine County Board of County Commissioners approved resolution 2018-45 that authorized fiscal year-end interfund loans; and

Whereas, actual results varied from initial projections; and

Whereas, the actual loan amount from the General Fund will be less than authorized in resolution 2018-45 but the allocations to specific funds will be different; and

Whereas, there will be no change to the terms and conditions of the loans as authorized in resolution 2018-45;

Now Therefore Be It Resolved that the White Pine County Board of County Commissioners authorizes an amendment to the allocation of the interfund loans from the General Fund to Special Revenue Funds as follows:

| Special Revenue Fund              | Fund Number<br>(Revised Fund) | Original Loan<br>Amount | Revised Loan<br>Amount |
|-----------------------------------|-------------------------------|-------------------------|------------------------|
| CSBG Grant                        | 043 (040)                     | \$30,000                | \$7,125                |
| WSAP Grant/Indigent               | 045 (040)                     | \$5,000                 | \$0                    |
| Grant Projects Fund               | 325 (735)                     | 610,000                 | \$77,038               |
| Domestic Violence Fund            | 870 (562)                     | \$1,000                 | \$0                    |
| State of Nevada Child Support     | 575                           | \$4,000                 | \$0                    |
| Emergency Management Grant Fund   | 725                           | \$30,000                | \$34,941               |
| Task Force Grant                  | 770                           | \$10,000                | \$0                    |
| Violence Against Women Grant Fund | 870 (760)                     | \$60,000                | \$19,392               |
| Total                             |                               | \$250,000               | \$138,496              |

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 10<sup>th</sup> day of October, 2018.

Ayes: 5  
Nays: 0  
Absent: 0

*Richard Howe*  
Richard Howe, Chairman

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

Resolution Number 2018-67

Resolution to Correct Resolution 2018-58 Reducing the Amount of Contingency Required by the District Attorney's Office for an Expert Medical Witness from \$40,000 to \$13,000

Whereas, at their September 12, 2018 meeting the White Pine County Board of County Commissioners approved resolution 2018-58 that authorized utilization of \$40,000 from contingency (001-801-54101-000) to increase the District Attorney Witness Fees line item (001-202-52708-000) by the same amount to pay for required expert witness fees; and

Whereas, the actual amount required from contingency was only \$13,000 due to a change in the number of days the expert witness was needed; and

Whereas, returning the excess amount of \$27,000 will bring the contingency account back up to \$107,986.

Now Therefore Be It Resolved that the White Pine County Board of County Commissioners authorizes the return of \$27,000 (the excess funds inadvertently requested for the expert witness fees) back into contingency as follows:

| Account           | Descriptions        | Increase  | Decrease  |
|-------------------|---------------------|-----------|-----------|
| 001-202-52708-000 | Expert Witness Fees |           | \$ 27,000 |
| 001-801-54101-000 | Contingency         | \$ 27,000 |           |

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 10<sup>th</sup> day of October, 2018.

Ayes: 5  
Nays: 0  
Absent: 0

*Richard Howe*  
Richard Howe, Chairman

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

DISCUSSION/ACTION/APPROVAL OF FY19 HMEP FIRESHOWS WEST GRANT AWARD FROM THE NV. DEPT. OF PUBLIC SAFETY, SERC IN THE AMOUNT OF \$12,068.80 FOR THE GRANT PERIOD OF 10/1/2018 THROUGH 12/31/2018 WITH NO COUNTY MATCH REQUIRED

Following brief discussion, Commissioner Carol McKenzie made a motion to approve the FY2019 HMEP Fireshows West grant award from the Nv. Dept. of Public Safety, SERC, in the amount of \$12,068.80 for the period of 10/1/2018 through 12/31/2018, with no match required. Commissioner Steve Stork seconded. Motion carried.

DISCUSSION/ACTION/APPROVAL OF RESOLUTION 2018-63 TO ESTABLISH FUND 999 AS THE FIXED ASSET FUND AS RECOMMENDED BY HINTON BURDICK

Finance Director Elizabeth Frances advised that Hinton-Burdick has been wanting her to do this, but she explained our ADS program provides the information needed. Tyler Technology will help us to appropriately track various factors which are normally included in our annual balancing statements. Commissioner Steve Stork made a motion to approve Resolution 2018-63 to establish Fund 999 as the fixed asset fund, as recommended by Hinton Burdick. Commissioner Carol McKenzie seconded. Motion carried.

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

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Nichole Baldwin, Ex-officio Clerk of the Board

White Pine County  
Board of County Commissioners

wclerk@whitepinecounty.nv.gov

Resolution Number 2018-63

Resolution to Establish Fund Number 999 as the Fixed Asset Fund as Recommended by Hinton Burdick

Whereas, the County's independent auditor, Hinton Burdick PLLC, has provided the recommendation that White Pine County establish a fund to track fixed assets within the general ledger instead of just within the Advanced Data System fixed asset system; and

Whereas, as the County converts to its new financial software system (Tyler Technology Incode 10) it is the opportune time to implement this recommendation; and

Whereas,

1. The money used to establish fund 999 will be the FY2018 audited fixed asset balance documented in the FY2018 White Pine County Comprehensive Annual Financial Reports; and
2. The ongoing revenues will include new assets and capitalizations of construction in progress; and
3. The legal expenditures will include depreciation expense and asset retirements; and
4. The County Commission and Finance Director shall oversee the financial activity of the fund including expenditures and evaluation of the annual fund balance.

Now Therefore Be It Resolved that White Pine County shall establish fund number 999 as the Fixed Asset Fund for the purposes outlined above.

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 10<sup>th</sup> day of October, 2018.

Ayes: 5

Nays: 0

Absent: 0

Attest.

  
Nichole Baldwin, Clerk of the Board

  
Richard Howe, Chairman

**DISCUSSION/ACTION/APPROVAL OF RESOLUTION 2018-65 TO AUGMENT VARIOUS WHITE PINE COUNTY FUNDS FROM UNBUDGETED BEGINNING FUND BALANCE IN THE AMOUNT OF \$31,048 TO COVER THE APPROVED 3% INCREASE ON THE EXEMPT PAY SCALE**

Following brief discussion, Commissioner Gary Perea made a motion to approve Resolution 2018-65 to augment various County funds for \$31,048 to cover the approved 3% increase on the exempt pay scale. Commissioner Steve Stork seconded. Motion carried 4:1, with Commissioner Shane Bybee voting in opposition.

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

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Nichole Baldwin, Ex-officio Clerk of the Board

**White Pine County  
Board of County Commissioners  
Resolution Number 2018-65**

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**Resolution to Augment Various White Pine County Funds from Unbudgeted Beginning Fund Balance in the Amount of \$31,048 to Cover the Approved 3% Increase on the Exempt Pay Scale**

Whereas, at their September 26, 2018 meeting the White Pine County Board of County Commissioners approved a 3% increase of exempt employee pay scale; and

Whereas, this was an unanticipated and unbudgeted expense during the FY2019 budget process; and

Whereas, the FY2019 General Fund Beginning Fund Balance was budgeted at \$11,883,738 and the actual beginning fund balance is projected to be \$13,553,790 which is \$1,670,052 more than budgeted of which \$9,900 was utilized for the required OPEB Valuation and \$41,864 was utilized for half-time position increases in maintenance and finance leaving \$1,618,288 which is legally available for appropriation; and

Whereas, the FY2019 Indigent Fund Beginning Fund Balance was budgeted at \$1,560,908 and the actual beginning fund balance is projected to be \$1,791,343 which is \$230,437 more than budgeted of which \$14,200 was utilized for the required match on a new bus leaving \$216,237 which is legally available for appropriation; and

Whereas, the FY2019 Road Fund Beginning Fund Balance was budgeted at \$1,737,652 and the actual beginning fund balance is projected to be \$2,608,674 which is \$871,022 more than budgeted which is legally available for appropriation; and

Whereas, the FY2019 Senior Center Fund Beginning Fund Balance was budgeted at \$83,490 and the actual beginning fund balance is projected to be \$120,629 which is \$37,139 more than budgeted which is legally available for appropriation; and

Whereas, the FY2019 Aquatic Facilities Fund Beginning Fund Balance was budgeted at \$2,887,214 and the actual beginning fund balance is projected to be \$3,187,479 which is \$300,265 more than budgeted which is legally available for appropriation; and

Now Therefore Be It Resolved that White Pine County shall utilize FY2019 unbudgeted beginning General Fund balance in the amount of \$23,928, unbudgeted beginning Indigent Fund balance in the amount of \$1,826, unbudgeted beginning Road Fund balance in the amount \$3,468, unbudgeted beginning Senior Center Fund balance in the amount of \$268, and unbudgeted beginning Aquatic Facilities Fund balance in the amount of \$1,558 to cover the increased payroll and benefit costs for the exempt pay scale increase and adjust accounts as follows:

| Account Code      | Description  | Increase   | Decrease    |
|-------------------|--------------|------------|-------------|
| 001-109-51101-000 | WAGES        | \$210.00   |             |
| 001-109-51201-000 | RETIREMENT   | \$59.00    |             |
| 001-109-51206-000 | MEDICARE     | \$3.00     |             |
| 001-110-51101-000 | WAGES        | \$3,591.00 |             |
| 001-110-51201-000 | RETIREMENT   | \$1,006.00 |             |
| 001-110-51206-000 | MEDICARE     | \$52.00    |             |
| 001-111-51101-000 | WAGES        | \$1,859.00 |             |
| 001-111-51201-000 | RETIREMENT   | \$271.00   |             |
| 001-111-51206-000 | MEDICARE     | \$27.00    |             |
| 001-208-51101-000 | WAGES        | \$1,431.00 |             |
| 001-208-51201-000 | RETIREMENT   | \$207.00   |             |
| 001-208-51206-000 | MEDICARE     | \$21.00    |             |
| 001-211-51101-000 | WAGES        | \$1,431.00 |             |
| 001-211-51201-000 | RETIREMENT   | \$207.00   |             |
| 001-211-51206-000 | MEDICARE     | \$21.00    |             |
| 001-202-51101-000 | WAGES        | \$7,680.00 |             |
| 001-202-51201-000 | RETIREMENT   | \$1,629.00 |             |
| 001-202-51206-000 | MEDICARE     | \$111.00   |             |
| 001-601-51101-000 | WAGES        | \$1,722.00 |             |
| 001-601-51201-000 | RETIREMENT   | \$482.00   |             |
| 001-601-51206-000 | MEDICARE     | \$25.00    |             |
| 001-340-51101-000 | WAGES        | \$548.00   |             |
| 001-340-51201-000 | RETIREMENT   | \$182.00   |             |
| 001-340-51206-000 | MEDICARE     | \$9.00     |             |
| 001-401-51101-000 | WAGES        | \$798.00   |             |
| 001-401-51201-000 | RETIREMENT   | \$224.00   |             |
| 001-401-51206-000 | MEDICARE     | \$12.00    |             |
| 001-000-29905-000 | FUND BALANCE |            | \$23,928.00 |
| 040-505-51101-000 | WAGES        | \$1,575.00 |             |
| 040-505-51201-000 | RETIREMENT   | \$228.00   |             |
| 040-505-51206-000 | MEDICARE     | \$23.00    |             |
| 040-000-29905-000 | FUND BALANCE |            | \$1,826.00  |
| 060-451-51101-000 | WAGES        | \$2,679.00 |             |
| 060-451-51201-000 | RETIREMENT   | \$750.00   |             |
| 060-451-51206-000 | MEDICARE     | \$39.00    |             |
| 060-000-29905-000 | FUND BALANCE |            | \$3,468.00  |
| 310-704-51101-000 | WAGES        | \$207.00   |             |
| 310-704-51201-000 | RETIREMENT   | \$58.00    |             |
| 310-704-51206-000 | MEDICARE     | \$3.00     |             |
| 310-000-29905-000 | FUND BALANCE |            | \$268.00    |
| 386-603-51201-000 | RETIREMENT   | \$195.00   |             |
| 386-603-51206-000 | MEDICARE     | \$19.00    |             |
| 386-000-29905-000 | FUND BALANCE |            | \$1,558.00  |

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 10<sup>th</sup> day of October, 2018.

Ayes: 4  
Nays: 1  
Absent: 0

*Richard Howe*  
Richard Howe, Chairman

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



**DISCUSSION/ACTION/APPROVAL OF RESOLUTION 2018-68 TO AUGMENT THE GENERAL FUND FROM UNBUDGETED BEGINNING FUND BALANCE IN THE AMOUNT OF \$1 MILLION TO INCREASE TRANSFER TO THE SB74 FUND FOR THE JUSTICE CENTER PROJECT**

Director Frances advised she is requesting to transfer funds to the SB74 fund for the Justice Center Project, as we have a fund balance in excess of what was anticipated; it's available for appropriation. In reply to Commissioner Gary Perea's request to hold off on this until after the Legislative session is held, to see what they would fund for the project, she advised that could be done. Commissioner Perea clarified that if we put funds in there, they might think we wouldn't need their funding assistance. The Board agreed; this was therefore just a discussion item.

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

**NOTICE OF UNTIMED ITEMS**

**DISCUSSION/ACTION/APPROVAL TO SEND A LETTER OF SUPPORT FOR THE DESIGNATION OF THE WHITE PINE ECONOMIC DEVELOPMENT OFFICER AS A "CRITICAL NEEDS" POSITION PURSUANT TO NRS 286.523**

Mr. Sheldon Mudd, Executive Director of NNRDA, advised that the process had begun of trying to hire an economic development officer here in White Pine County, which he noted is the only way to keep apprised of the economic pulse here. They did the advertising and only one applicant had applied; however, he felt this person is very qualified, and someone we would want to have here. They're asking to remain anonymous due to their current position, he added; Commissioner Shane Bybee has been kept in the loop, and when the selection is formally done he assured the Board they would be asked if they are okay with it. Director Mudd continued that the Human Resources person for Elko County had also discussed this with them, and the only way to get this moving forward would be to list it as a "critical need position," per NRS requirements. Public meetings would be held, it would go to the PERS board, and then that board would designate it as such. He wanted to come before us today to ensure they would have White Pine County's support, and added that Elko County wouldn't support it unless we do. He added that the person would be stationed here in White Pine County, doing work for us locally. He is requesting support of this Board so he could then take our decision to the Elko County Commission; they are hoping to hire this person in November. Chairman Richard Howe asked about funding for this position; Director Mudd confirmed the funding would come through Elko County. Commissioner Perea commented about this position requiring someone with special skills, knowledge, and information regarding our community; if this person fulfills that, it would be in our best interest to approve this request. Commissioner Shane Bybee agreed that "critical need" is the best description for this position, and supports this wholeheartedly. Commissioner Gary Perea made a motion to send a letter of support for the designation of the White Pine County Economic Development Officer as a "critical need" position pursuant to NRS 286.523. Commissioner Shane Bybee seconded. Motion carried.

**DISCUSSION/ACTION/APPROVAL OF THE AMENDED TRI-COUNTY WEED DISTRICT COOPERATIVE AGREEMENT BETWEEN WHITE PINE COUNTY, LINCOLN COUNTY, AND NYE COUNTY FOR THE PURPOSE OF NOXIOUS WEED MANAGEMENT**

WPC Clerk Nichole Baldwin cited the information in the backup materials. Commissioner Shane Bybee noted a couple of minor verbiage changes were made since the last Commission meeting, and this is the amended agreement as a result. Chairman Richard Howe entertained a motion to approve. Commissioner Shane Bybee made a motion to approve the amended Tri-County Weed District Cooperative Agreement

between White Pine, Lincoln and Nye counties for the purpose of noxious weed management. Commissioner Steve Stork seconded. Motion carried.

DISCUSSION/ACTION/APPROVAL TO RECONSIDER THE APPROVAL OF PAUL HOLDAWAY'S OFFER TO PURCHASE THE COUNTY-OWNED REAL PROPERTY LOCATED AT 1266 NORTH 53<sup>RD</sup> WEST IN WHITE PINE COUNTY, NEVADA, APN #010-270-17, FOR \$4,000 THAT WAS APPROVED ON SEPTEMBER 26, 2018

Chairman Richard Howe noted that per our District Attorney's advice, we should take no action on this item. The subject was brought up and action taken during the last meeting, and we should leave it as it currently stands. Deputy D.A. Bryan Pyle advised that Mr. Bobby Parker is new to the area and works at the Ely State Prison, in reply to a query from the Board. Commissioner Gary Perea felt that if we did anything different, it could set a dangerous precedent. Commissioner Shane Bybee agreed, noting that the business for this has been concluded. Deputy D.A. Pyle wants to see this resolved; therefore Chairman Richard Howe entertained a motion for approval. Died for lack of a motion.

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

Special Joint August 22  
September 12

Deputy Clerk Susan Lujan advised that the blanks for the motions during the Special Joint August 22<sup>nd</sup> minutes have been filled, having been provided by Administrative Assistant Jennifer Lee, of the City of Ely. Chairman Richard Howe entertained a motion for approval. Commissioner Gary Perea made a motion to approve the special joint meeting of August 22<sup>nd</sup> as requested. Commissioner Carol McKenzie seconded. Motion carried, with Commissioner Shane Bybee abstaining as he wasn't present for that meeting.

Deputy Clerk Lujan also advised of corrections on pages 8 and 9 of the September 12<sup>th</sup> set of minutes. Chairman Richard Howe entertained a motion to approve with corrections. Commissioner Carol McKenzie made a motion to approve the September 12<sup>th</sup> set of minutes with corrections noted. Commissioner Steve Stork seconded. Motion carried.

PUBLIC COMMENT

There was none.

ADJOURNMENT

At 12:48 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