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Nichole Baldwin, Ex-Officio Clerk of the Board

White Pine County Board of County Commissioners

COUNTY COMMISSION MEETING & SPECIAL JOINT MEETING WITH THE FIRE COMMISSION AGENDA

DATE: Wednesday, June 23, 2021
TIME: 9:00 a.m.
PLACE: White Pine County Library Conference Room
950 Campton Street, Ely, Nevada

This County Commission Meeting is going to be available via Zoom meeting. Please enter the following link in your web browser, or access it from this agenda at whitepinecounty.net. If you plan on attending in person, the meeting will still be held at 9:00 am in the Library. Thank you for your patience.

Nichole Baldwin, County Clerk

Join Zoom Meeting

<https://us02web.zoom.us/j/85615961401?pwd=bVlwZG84NWpHVjRibE15bDhLTXRlUT09>

Dial: 1-408-638-0968

Meeting ID: 856 1596 1401

Passcode: 900969

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

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

Public Comment: Public Comment during the County Commission Meeting on June 23, 2021, will be for all matters, both on and off the agenda and will be limited to three (3) minutes per person. The Commissions reserve the right to reduce the time or limit the total time allowed for public comment. **Comments during Discussion Items may not be accepted from the General Public.** The Commissions may prohibit comment if the content of the comments are willfully disruptive of the meetings by being slanderous, offensive, inflammatory, irrational, or amounting to personal attacks or interfering with the rights of other speakers. Persons are invited to submit comments in writing on the agenda items and/or attend and make comment on the item at the Commission meeting.

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

9:00 A.M. PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE/SILENT INVOCATION

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

1. NOTICE OF TIMED AGENDA ITEMS:

A. 9:00 A.M. LEGISLATIVE UPDATE

- 1) **Discussion/Update:** on the 2021 Legislative Session from Senator Pete Goicoechea

B. 9:00 A.M. PUBLIC HEARING

- 1) **PUBLIC HEARING/Discussion Only:** regarding White Pine County’s Board of Commissioners’ intent to lease the following described County-owned real property to the University of Nevada, Reno pursuant to NRS 244.2833: exclusive use of two (2) office spaces and an optional third office space within the White Pine County Library and an off-site storage area; and, a non-exclusive right to the use of the Library restrooms and other Library facilities intended to be used by the public
- *2) **Discussion/For Possible Action:** Approval of Resolution 2021-50 declaring that it is in the best interest of the county to lease certain portions of the White Pine County Library to the University of Nevada, Reno for less than fair market value pursuant to NRS 244.2833
- *3) **Discussion/For Possible Action:** Approval of a Lease Agreement between White Pine County, Nevada and the Board of Regents of the Nevada System of Higher Education on behalf of the University of Nevada Cooperative Extension for two office spaces, one additional office space, and the “4H Storage Shed” effective on the date the last signing party signs the agreement and terminating on June 30, 2024 as per the terms listed in the lease agreement

The Chairman will temporarily recess the regular County Commission Meeting for a special joint meeting with the White Pine County Fire Commission.

C. 9:30 A.M. SPECIAL JOINT COUNTY COMMISSION & FIRE COMMISSION MEETING

PUBLIC COMMENT

- *1) **Discussion/For Possible Action:** Approval of the FY 2021-2022 renewal proposal for Fire District property/liability insurance from Nevada Public Agency Insurance Pool (POOL) and approval for payment from fiscal year FY2022 funds in the amount of \$37,049.63. Alan Reed, Warren Insurance; Elizabeth Frances, Finance Director

- *2) **Discussion/For Possible Action**: Approval of worker’s compensation insurance renewal proposal for the Fire District from Nevada Public Agency Compensation Trust (PACT) and approval for payment from FY2022 funds based on the rates outlined in the backup material. Alan Reed, Warren Insurance; Elizabeth Frances, Finance Director
- *3) **Discussion/For Possible Action**: Approval of the FY 2021-2022 renewal proposal for County property/liability insurance including possible amended deductible from Nevada Public Agency Insurance POOL and approval for payment from FY 2022 funds in an amount not to exceed \$394,341.09. Alan Reed, Warren Reed Insurance; Elizabeth Frances, Finance Director
- *4) **Discussion/For Possible Action**: Approval of worker’s compensation insurance renewal proposal for the County from Nevada Public Agency Compensation Trust (PACT) and approval for payment from FY2022 funds based on the rates outlined in the backup material. Alan Reed, Warren Reed Insurance; Elizabeth Frances, Finance Director
- *5) **Discussion/For Possible Action**: Approval to Entering into a Cooperative Interlocal Agreement Between White Pine County, the White Pine County Fire Protection District and the City of Ely for centralized Fire/EMS Services. James S. Beecher, District Attorney
- *6) **Discussion/For Possible Action**: Approval of minutes from the Special Joint Meetings held May 26, 2021 and June 4, 2021

PUBLIC COMMENT

The Chairman will adjourn the special joint meeting with the White Pine County Fire Commission to reconvene the Regular County Commission meeting.

D. 10:00 A.M. UNR COOPERATIVE EXTENSION

- *1) **Discussion/For Possible Action**: Approval for University of Nevada to begin recruiting for a temporary Agricultural Extension Educator based on the \$100,000 appropriated for that purpose in the FY2022 Agricultural extension budget. Holly Gatzke, UNR, Elizabeth Frances, Finance Director

E. 10:15 A.M. PUBLIC HEARING

- 1) **PUBLIC HEARING/Discussion Only**: on White Pine County’s Intention to Make Interfund Loans from the General Fund to Various Grant Reimbursable/Other Funds in an Amount Not to Exceed \$505,000 from the General Fund. Elizabeth Frances, Finance Director

- *2) **Discussion/For Possible Action**: Approval of Resolution 2021-43 to Provide Interfund Loans from the General Fund to Various Special Revenue Funds in an Amount Not to Exceed \$505,000. Elizabeth Frances, Finance Director

F. 10:30 A.M. LIQUOR BOARD

- *1) **Discussion/For Possible Action**: Approval of a liquor license for Pony Express located in McGill for the period of July 1, 2021 through September 30, 2021 by Bruce Brunson, owner. Sheriff Scott Henriod
- *2) **Discussion/For Possible Action**: Approval of a liquor license for the White Pine Horse Races at the fairgrounds for the period of August 20, 2021 through August 23, 2021 by Marietta Henry and the White Pine Horse Races committee

G. 10:45 A.M. NATURAL RESOURCES

- *1) **Discussion/For Possible Action**: Approval of the Master Services Agreement between Recourse Concepts, Inc. and White Pine County for the period of July 1, 2021 through June 30, 2022 not to exceed \$40,000 for various services related to natural resources. Jeremy Drew, RCI
- *2) **Discussion/For Possible Action**: Approval of the Task Order Amendment for On-Call Public Lands and Natural Resources Technical Support for 2021-2022 not to exceed \$20,000 without written approval. Jeremy Drew, RCI

H. 11:00 A.M. ROAD COMMISSION

- 1) **Discussion Only**: on primary and secondary roads within White Pine County and county facilities, completed and future projects, communications with corporations and governmental agencies. Bill Calderwood, Public Works Director
- *2) **Discussion/For Possible Action**: Approval of minutes from the Road Commission Meeting held May 26, 2021

I. 11:10 A.M. FIRST READINGS OF PROPOSED

ORDINANCES

- 1) **FIRST READING/Discussion Only**: regarding proposed ordinance 520, bill no. 06.23.2021a, an ordinance amending Title 2, Chapter 2.16 to allow for the County Clerk to charge and collect an extra fee of three dollars (\$3.00) for the filing of each and every marriage license. Nichole Baldwin, County Clerk

- 2) **FIRST READING/Discussion Only**: regarding proposed ordinance 521, bill no. 06.23.2021b, an ordinance amending Title 8 to allow for the management of problems relating to the providing of sustenance in a County Park to a feral cat, feral cats and/or any cat(s) that have become a nuisance. Ross Smillie, Deputy District Attorney
- 3) **FIRST READING/Discussion Only**: regarding proposed ordinance 522, bill no. 06.23.2021c, an ordinance amending Title 10 to allow for the daily closure of all County Parks from ten o'clock (10:00) P.M. to five o'clock (5:00) A.M. (of the succeeding day). Ross Smillie, Deputy District Attorney

J. 11:30 A.M. LEGISLATIVE UPDATE ON ELECTIONS

- 1) **Discussion/Update** on election and voter registration related bills that came out of the 2021 Legislative Session. Nichole Baldwin, County Clerk & Mark Wlaschin, Deputy Secretary of State for Elections

2. ITEMS FROM ELECTED OFFICIALS AND DEPARTMENT HEADS:

A. COUNTY COMMISSION

1. Commission Chairman, Richard Howe

- *a) **Discussion/For Possible Action**: Approval for one or more Commissioners to attend the NACo Conference or to designate a primary voting delegate or proxy to cast a vote in the 2nd VP Election

B. ELECTED OFFICIALS

1. Burton Hilton, Assessor

- *a) **Discussion/For Possible Action**: Approval of promoting Shane Morris from Appraiser Trainee (Grade 117) to Appraiser I (Grade 125) effective July 1st, 2021

2. Catherine M. Bakaric, Treasurer

- *a) **Discussion/For Possible Action**: Approval of Resolution 2021-40 To Levy Ad Velorem Taxes For County Funds For Fiscal Year 2021-2022
- b) **Discussion/Update**: on the Treasurer's report for May 2021
- *c) **Discussion/For Possible Action**: Approval of the return of sale of real estate/tax auction held May 28, 2021

3. James S. Beecher, District Attorney

- *a) **Discussion/For Possible Action:** Approval of a Human Resource Services Agreement between White Pine County and White Pine County Tourism and Recreation Board at the cost of \$5,000 per year from July 1, 2021 through June 30, 2022 to be automatically renewed

C. DEPARTMENT HEADS

1. Bill Calderwood, Public Works Director

- a) **Discussion/Update** on Steptoe Park

2. Elizabeth Frances, Finance Director

- *a) **Discussion/For Possible Action:** Approval of Resolution 2021-45 to utilize \$29,076 from contingency to cover the FY2021 annual assessment for China Spring Youth Camp and assist with anticipated budget shortfalls in FY2022
- *b) **Discussion/For Possible Action:** Approval of Resolution 2021-46 to utilize \$1,931 from contingency to cover end railings on the grandstands at the McGill Ballfield to provide for public safety
- *c) **Discussion/For Possible Action:** Approval of Resolution 2021-47 to utilize \$2,750 from contingency to pay for the annual support agreement for Helion Software in the Recorder's Office
- *d) **Discussion/For Possible Action:** Approval of Resolution 2021-48 to augment the Fiscal Year (FY) 2021 General Fund from unanticipated and unbudgeted beginning fund balance by \$905,000 to transfer to the Capital Improvements Fund (081) in anticipation of renovation of the historic courthouse
- *e) **Discussion/For Possible Action:** Approval of Resolution 2021-49 to augment the Fiscal Year (FY) 2021 General Fund from unanticipated and unbudgeted beginning fund balance by \$11,585 to provide for a limited asbestos and lead survey of the existing courthouse in anticipation of renovation
- *f) **Discussion/For Possible Action:** Approval of Resolution 2021-42 to augment the White Pine County Road Fund from unanticipated and unbudgeted revenues in the amount of \$80,215 to provide for necessary repairs to County Road 1177 that are being paid for by Western Oil
- *g) **Discussion/For Possible Action:** Direction on proposed amendments to the FY2022 budget based on legislative action

- *h) **Discussion/For Possible Action:** Approval To Award Construction bid and Contract for SNPLMA WP-11-Nevada Northern Railway Brick Sidewalk and ADA Access Project to Reck Brothers LLC, in an Amount Not To Exceed \$49,650 Based On Recommendations From The Evaluation Committee After Bid Opening On 6/3/2021
- *i) **Discussion/For Possible Action:** Ratification Of Grant Application Being Made By Elizabeth Frances/Tabatha Hamilton To White Pine Tourism And Recreation's Capital Improvements Grant. For Funding Of A Mural At The Justice Center In An Amount Not To Exceed \$9,000.00 With A Required County Match Of \$3,000.00 Which Is Being Sought Through Other Grant Sources
- *j) **Discussion/For Possible Action:** Ratification Of Grant Application Being Made By Elizabeth Frances/Tabatha Hamilton To White Pine Tourism And Recreation's Capital Improvements Grant. For Funding Of HD Security Cameras For The McGill Town Council In An Amount Not To Exceed \$ 2,625.00 With A Required County Match Of \$875.00 Which Is Being Sought Through Other Grant Sources
- *k) **Discussion/For Possible Action:** Ratification Of Grant Application Being Made By Elizabeth Frances/Tabatha Hamilton To White Pine Tourism And Recreation's Capital Improvements Grant. For Funding Of LED Streetlight Upgrades For The McGill Town Council In An Amount Not To Exceed \$12,750.00 With A Required County Match Of \$12,750.00 Which Would Be Provided Through The McGill Town Council
- *l) **Discussion/For Possible Action:** Ratification Of Grant Application Being Made By Elizabeth Frances/Tabatha Hamilton To White Pine Tourism And Recreation's Capital Improvements Grant, For Funding Of A Shade Structure For The Livestock Show Area At The White Pine County Fairgrounds In An Amount Not To Exceed \$18,750.00 With A Required County Match Of \$31,250.00 Which Is Being Sought Through Other Funding Sources
- *m) **Discussion/For Possible Action:** Ratification Of Grant Application Being Made By Elizabeth Frances/Tabatha Hamilton To White Pine Tourism And Recreation's Outdoor Recreation Grant. For Funding Of A Shade Structure For The Livestock Show Area At The White Pine County Fairgrounds In An Amount Not To Exceed \$18,750.00 With A Required County Match Of \$31,250.00 Which Is Being Sought Through Other Funding Sources

- *n) **Discussion/For Possible Action:** Approval of Resolution 2021-41 to augment the China Springs Special Revenue Fund by \$10,070 to cover FY2021 state assessment from a transfer in from the General Fund
- *o) **Discussion/For Possible Action:** Approval of Resolution 2021-44 to augment the Building and Planning Special Revenue Fund by \$6,000 from unanticipated and unbudgeted beginning fund balance to cover overtime for the Regional Planning Commission and higher than budgeted software support contract
- *p) **Discussion/For Possible Action:** Approval of attached benefit increases to be applicable to elected officials
- *q) **Discussion/For Possible Action:** approval of attached wage and benefit increases to be applicable to unrepresented and exempt employees
- *r) **Discussion/For Possible Action:** Approval to appoint Elizabeth Frances as interim Human Resources Director until position is filled
- *s) **Discussion/For Possible Action:** Possibility of changing Human Resources Director position into a County Manager/Human Resources position
- *t) **Discussion/For Possible Action:** Approval of a draft/final job description for the position of County Manager/Human Resources position
- *u) **Discussion/For Possible Action:** Approval of a draft/final pay scale for the position of County Manager/Human Resources position
- *v) **Discussion/For Possible Action:** Approval to recruit for either the position of Human Resources Director or County Manager/Human Resources position

3. CONSENT AGENDA

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

- *a) Discussion/For Possible Action: to ratify Correspondence Sent on Behalf of the White Pine County Commission.
- *b) Discussion/For Possible Action: Approval of Payroll for County Elected Officials.
- *c) Discussion/For Possible Action: Approval of HR Transmittal for Payroll Changes.
- *d) Discussion/For Possible Action: Approval of budget transfers within and between functions or programs within a fund that do not increase the total appropriation of the fund.

4. UNTIMED ITEMS

- *a) **Discussion/for possible action: Approval of the request to use the back County roads to line up the Lund Pioneer Celebration Parade. Christiann Griffin**

- *b) **Discussion/for Possible Action: Approval for minutes of the County Commission meetings held:**
 - **May 26, 2021**
 - **Special Joint Meeting June 4, 2021**

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

County Commission * Adjournment

NOTICE TO PERSONS WITH DISABILITIES:

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

Affidavit:

I, Nichole Baldwin, did on the 17th day of June, 2021 by 5:00 p.m. cause to be posted (5) five notices of the White Pine County Commission Meeting Agenda in the County of White Pine, to-wit: At the Courthouse, at the Public Safety Building, the White Pine County Library, the White Pine County Administration Building, and at the Ely U.S. Post Office. The meeting notice is also posted to the White Pine County website at <http://whitepinecounty.net> and on the State of Nevada Public Notices website at <http://notice.nv.gov>. An additional copy of the Agenda along with supporting material, if any, are on display and available at the front counter of the White Pine County Clerk's Office at 801 Clark Street, Suite 4, Ely, NV 89301

Nichole Baldwin