

MINUTES OF THE BOARD OF CHURCHILL COUNTY COMMISSIONERS

155 N. Taylor St., Fallon, NV 89406

November 2, 2023

Call to Order:

The regular meeting of the Board of County Commissioners was called to order at 8:15 AM on November 2, 2023.

PRESENT:

Commissioner Harry Scharmann
Commissioner Justin Heath
Commissioner Myles Getto
County Manager Jim R. Barbee
Comptroller Sherry Wideman
Deputy District Attorney Joseph Sanford
Deputy Clerk to the Board Pamela D. Moore
Clerk/Treasurer Linda Rothery

ABSENT:

Pledge of Allegiance:

The Pledge of Allegiance was recited by the board and public.

Public Comment:

Chairman Scharmann asked if there was any public comment but there was none.

Verification of the Posting of the Agenda:

It was verified by Pamela Moore, Deputy Clerk to the Board, that the Agenda for this meeting was posted on the 26th day of October, 2023, between the hours of 10:00 AM and 4:00 PM at all of the locations listed on the Agenda, in accordance with NRS 241.

Consideration and possible action re: Approval of Agenda as submitted:

**Commissioner Myles Getto made a motion to approve the Agenda as submitted.
Commissioner Justin Heath seconded the motion, which carried by unanimous vote.**

Consideration and possible action re: Approval of Minutes of the meeting held on:

A- October 5, 2023.

The Minutes of the meeting held on October 5, 2023 are presented for the board's consideration and approval.

FISCAL IMPACT: N/A

EXPLANATION OF IMPACT: N/A

FUNDING SOURCE: N/A

ACTION REQUESTED: Accept

Commissioner Justin Heath made a motion to approve the Minutes of the meeting held on

October 5, 2023 as presented. Commissioner Myles Getto seconded the motion, which carried by unanimous vote.

Appointments:

A- Consideration and possible action re: Ratification of a lease between Social Services and Rogne Realty for the property located at 503 Cleveland Street, Fallon, for the Provisional Assistance through the housing homeless assistance program in the amount of \$1,000 per month from 8/1/2023 through 7/31/2024.

Churchill County Social Services has provided the PATH program since 2003. The goal of the program is to remove homeless individuals and families from the street once they meet qualifications and have an ongoing place for placement. The participants utilize the space while developing their family center case plan to develop strategies to increase safety net stability through counseling, increase income and life skills to maintain a permanent residence. Once the plan is outlined and alternative housing has been identified, the individual family is assisted to move to permanent housing in an alternative location and maintain support as needed and identified in their plan.

The lease will be utilized to maintain that housing option to increase the timeline for placement for participants. Prior to 2019, there were two homes, but due to increased rents and availability, only one unit has been able to be maintained to meet the requirements of the federal funding utilized to support the program.

FISCAL IMPACT: \$12,000 Total

EXPLANATION OF IMPACT: Total lease costs for 12 months include utilities and cleaning.

FUNDING SOURCE: \$6,000 Federal emergency solutions grant, Federal Low Income Trust

Funds Match: \$6,000 Social Services Grants to Needy

ACTION REQUESTED: Accept

Social Services Director Ernst made this presentation as outlined above.

Chairman Scharmann asked if there was any public comment but there was none.

Commissioner Justin Heath made a motion to approve the ratification as presented.

Commissioner Myles Getto seconded the motion, which carried by unanimous vote.

B- Consideration and possible action re: Ratification of an Agreement between Churchill County Social Services and Department of Health and Human Services, Aging and Disability Services in the amount of \$200,446.73 to provide home-delivered meal services.

Churchill County Social Services was awarded a grant for fiscal year 2024 in the amount of \$200,446.73 to provide home-delivered meal services to individuals deemed eligible per the ADSD Service Specifications.

FISCAL IMPACT: Total \$200,446.73.

EXPLANATION OF IMPACT: Personnel \$196,551.13; Travel \$3,895.60.

FUNDING SOURCE: State funds Administration for Community Living; Older Americans Act, Title III-C2 Match Senior tax revenue \$30,067 for personnel and food.

ACTION REQUESTED: Accept

Social Services Director Ernst made this presentation as outlined above.

Chairman Scharmann asked if there was any public comment but there was none.

Commissioner Health said was this an increase this year from last year with the cost of things going up? Director Ernst said it is based off of how many you serve. We get \$3.80 per meal that we deliver. We can't show an increase based on population. When we took over the center in 2021, there were about 100 people on this. After going back and completing eligibility, this is the number of eligible people. We are doing outreach to find those that are vulnerable to provide services.

Chairman Scharmann asked what it costs to make a meal? Director Ernst said we are at \$4.80. It is very costly but that also includes the delivery with it and the trays and everything that comes with it. This was increased in 2021. It used to be \$3.60 but we continue to talk to them to try to get those amounts up.

Commissioner Myles Getto made a motion to approve and ratify the Agreement between Churchill County Social Services and the Department of Health and Human Services, Aging and Disability Services in the amount of \$200,446.73 to provide home-delivered meal services. Commissioner Justin Heath seconded the motion, which carried by unanimous vote.

C- Consideration and possible action re: Ratification of an Agreement between Churchill County Social Services and the State of Nevada Department of Health and Human Services, Aging and Disability Services Division, in the amount of \$87,200.67 to provide Congregate Meal Services.

The funding supports the dining room meal program at the Life Center. The goal is to provide nutritious meals for those 60 and older. The suggested donation is \$3.00 for 60+.

FISCAL IMPACT: Total \$87,200.67.

EXPLANATION OF IMPACT: Personnel \$87,200.67.

FUNDING SOURCE: Administration for Community Living; Older Americans Act, Title III-C1 Match Senior tax revenue \$13,080 for personnel.

ACTION REQUESTED: Accept

Social Services Director Ernst made this presentation as outlined above.

Chairman Scharmann asked if there was any public comment but there was none. He said do we get donations? We seem to get quite a few donations. Director Ernst said we do. We average about \$100 a day in donations for the program and then we do receive other things from outside. People that don't even come, hear about our program. We also receive through Fallon Ford Toyota, funding each year so, when you buy a vehicle, you can designate to have that come back to the Life Center.

Commissioner Justin Heath made a motion to approve and ratify the Agreement between

Churchill County Social Services and the State of Nevada Department of Health and Human Services, Aging and Disability Services Division in the amount of \$87,200.67 to provide Congregate Meal Services. Commissioner Myles Getto seconded the motion, which carried by unanimous vote.

D- Consideration and possible action re: Approval of Facilities, Parks & Recreation Department restructure, title change, and modifications to job descriptions.

With the rebranding of the department's facilities, it has come to light that the entire department would be well served by being updated. The title of the department has never been evaluated since the merging of the Parks and Recreation, Cemetery, and Facilities and Grounds. This also includes evaluation of job descriptions to streamline positions, as well as setting up a structure that includes a unified work force. The addition of new positions and staff members allows for a more complex structure within the department.

In the agenda packet, staff has included a new organizational flow chart, as well as updated/modified job descriptions. The title of the department will be updated to Churchill County Community Activities, as many of the functions of the department are associated with community activities offered by the county. The new structure defines coordinator positions that will answer to the deputy position for the day-to-day activities that will assist in streamlining our workforce so that work is being done at the highest efficiency to completion. The new structure allows for programs to function under the appropriate supervisors with clerical support assisting the entire department. The new structure will continue to have a department head that will oversee the entire department's activities, still answering to the County Manager.

The modified job descriptions layout new titles, as well as updated responsibilities and to whom each position reports to. The Event Specialist is a new position that was requested and approved for this fiscal year and all other descriptions already exist and have only been updated.

FISCAL IMPACT: There is no fiscal impact.

EXPLANATION OF IMPACT: There will be no impact to the fiscal budget.

FUNDING SOURCE: There is no cost associated with this change.

ACTION REQUESTED: Accept

Parks and Recreation Director Jorge Guerrero said, in the packet, you will see a new organizational flow chart, as well as updated/modified job descriptions and possibly a new title for the department, which is Community Activities, because that is mainly what we are doing and, with that, also comes some housekeeping for new job descriptions and also a brand new job description, which was for the Event Specialist position, which was approved for this Fiscal Year, which we will be filling after this gets approved.

Chairman Scharmann asked if there was any public comment but there was none. Regarding the name change, I am not real crazy about that but it is okay. When Jim and I were talking about it earlier, I don't know of any other name you can find that really encompasses everything. That is okay. Churchill County Community Activities, yes. County Manager Barbee said or the all inclusive department, everything under one title. Director Jorge Guerrero said everything under the sun.

Commissioner Myles Getto made a motion to approve the new departmental structure, updated title to Churchill County Community Activities, and modified and new job descriptions. Commissioner Justin Heath seconded the motion, which carried by unanimous vote.

E- Consideration and possible action re: Approval of a Contract between Churchill County and Winged Wolf Innovations, LLC to complete a Community Opioid Assessment not to exceed \$25,000.

Churchill County Social Services completed an initial opioid assessment as required per the One Nevada Settlement Agreement. The assessment was reviewed by Mercer, a consultant for the Nevada Association of Counties, to determine compliance with final submittal to the State of Nevada. In the review, several areas will need to be addressed to meet the standards.

Churchill County Social Services is requesting approval of a Contract with Winged Wolf Innovations, Inc. to complete the additional data, community surveys, and finalize the plan as required. The goal is to have the plan completed no later than March 2023 and it will be able to be utilized by all county, city, and community agencies to apply for additional grants from the Funding for Resilient Nevada.

FISCAL IMPACT: Not to exceed \$25,000.

EXPLANATION OF IMPACT: Contracted rate to complete the assessment.

FUNDING SOURCE: Churchill County Opioid Settlement Account.

ACTION REQUESTED: Accept

Social Services Director Ernst made this presentation as outlined above.

Chairman Scharmann asked if there was any public comment but there was none. He said I thought we received \$5,400? Director Ernst said no, so that is each settlement. You now have 4. Joseph Sanford, Civil Deputy District Attorney said I think there has even been 5. The last one we did was a very small piece of the settlement with Masters Pharmaceuticals but Walgreens and some of the other retailers have had a much larger settlement over the past year and a half or so. Director Ernst said and they are structured very differently, each one. The largest one that we received was a little under \$1M, but it is over 19 years, and so there were 2 large payments and then you get smaller payments. The structure is very different for each one. At this point, this is how much we do have in the account and we are tracking that. Chairman Scharmann said, so we can pay for this out of the settlement money? Director Ernst said yes, we can. County Manager Barbee said there will be other outlying settlements in the future, more than likely, correct? That may be a question for Joe. Director Ernst said yes. Joseph Sanford, Civil Deputy District Attorney, said the expectation is to not have any additional settlements, I believe, this is likely going to be it. We will discuss this further at that time. I believe all the remaining defendants are either in bankruptcy proceedings or likely to be if this proceeds. Director Ernst said there were a couple of settlements that were large dollar amounts but it was over so many years, so to make a huge impact, we do need to access the state opioid money, also settlement dollars. This will support not only the county to apply for those but also other agencies within the community.

Commissioner Justin Heath made a motion to approve the Agreement as presented and to authorize the Chair to execute the same. Commissioner Myles Getto seconded the motion, which carried by unanimous vote.

F- Consideration and possible action re: Approval of a Grant Funding Agreement between the State of Nevada, State Department of Conservation & Natural Resources, and Churchill County in the amount of \$6,000,000 towards the construction of the secondary water treatment facility.

Through the Nevada Water Conservation Infrastructure Initiative, Churchill County has applied for and received grant funding from the State of Nevada, State Department of Conservation & Natural Resources, in the amount of \$6,000,000 to put towards the construction of the secondary water treatment plant planned at the golf course. The funds must be obligated by December 31, 2024 and all requests for reimbursement must be received by September 30, 2026. The total estimated cost for the 1,000 gpm water treatment plant is \$11,869,360. The balance of the construction costs may be procured through a low interest loan through the Nevada Department of Environmental Protection – State Revolving Fund.

FISCAL IMPACT: None for the execution of the agreement but the balance of the treatment plant construction will cost \$5,869,360.

EXPLANATION OF IMPACT: Cost of \$5,869,360 for the balance of the construction cost. This amount is not a part of this action and will be acted on under a separate agenda item when financing is available.

FUNDING SOURCE: Grant Funding. No cost to the county.

ACTION REQUESTED: Accept

Chris Spross, Public Works Director, made this presentation as outlined above.

Chairman Scharmann asked if there was any public comment but there was none. He said is this the one out at the golf course? Director Spross said this is the one that we are finalizing the engineering report on the golf course. We will get rid of the sewer treatment plant that has been there for years and has not been used and then replace it with the water treatment plant.

Chairman Scharmann said and this will provide water for all that area that is west of the golf course? Director Spross said our intent is that this plant that we are building is going to be an exact replica of the plant that we currently have, with the caveat that we can double the size of this if we need to in the future. Right now, our single plant is providing water to everyone south and north of Highway 50. When we get this plant put in place, we will be able to take some of the houses and infrastructure north of Highway 50 and tie them into this plant and open some more capacity for development that happens in the south. This will double our capacity to serve our constituents with water with the understanding that, should we need to generate more water treatment, we will be able to do that with much less cost because all we would really be doing is adding tanks. Chairman Scharmann said and it is going to stay right there? Director Spross said it is going to stay right there. We have a 3-acre parcel right there. We have plenty of room there.

County Manager Barbee said, just as a reminder, in 2019, we had Shaw Engineering do a consolidated review and plan proposal for, basically, a design of our completed water system for where we could grow in the community for the county and that represented somewhere around 5

different water plant locations that would be spread out. All of those being added in then add redundancy and increase the volume to the entire system, so this would represent the 1st of those 5 that were in that plan that was approved in, I think it was 2019, it was 2019 or 2020. This is just basically the continued buildout that gives us the capacity as we have developers move forward in the short term-long term, I mean, that buildout was intended to be probably over 50 years and so this represents, I would say, a pretty good 20-year swap. Chairman Scharmann said we were looking at the homes west of the golf course and then that property west of the golf course, which is not developed, yet. Director Spross said this will be able to serve pretty much everything that we currently have north of Highway 50 with a lot of room for expansion in the York Lane area. If we ever wanted to consolidate some of the community well systems that we have, such as Carson River Estates, which are on community well systems, this would give us the capacity to do that. Funding agencies look kindly upon doing consolidation and things like that, so in the future, that is something that we would be able to do and, potentially, get grant funding to be able to do that.

Commissioner Myles Getto made a motion to approve a Grant Funding Agreement between Churchill County and State of Nevada State Department of Conservation & Natural Resources for \$6,000,000 for the construction of a secondary water treatment facility. Commissioner Justin Heath seconded the motion, which carried by unanimous vote.

Letters Received:

A- Nevada Division of Environmental Protection's notification of its concurrence with the response to NDEP Comments on the Draft Interim Remedial Action Completion Report for NOU Sites 2, 3, and 4, Naval Air Station, Fallon, Nevada.

The Nevada Division of Environmental Protection has reviewed the Preliminary Draft Interim Remedial Action Completion Report for NOU sites 2, 3, and 4, Naval Air Station Fallon. The Draft iRACR serves as a technical memorandum to document the approach and results of remedial actions implemented at the Northern Operable Unit (NOU) Installation Restoration Program (IRP) Sites 2, 3, and 4 from September 2022 through August 2023. The selected remedial action approach consists of recovery of Light Non-aqueous Phase Liquid (LNAPL) comprised of a mixture of jet fuels at NOU Sites 2 and 4, and long-term monitoring (LTM) of dissolved-phase trichloroethene (TCE) and vinyl chloride in groundwater at NOU IRP Site 3. The selected remedy also includes land use controls (LUCs) to prevent exposure to residual free product (as needed) and domestic use of groundwater until the established remediation goals for TCE and vinyl chloride are met.

Biweekly LNAPL recovery events were conducted from October 2022 through August 2023 at NOU Sites 2 and 4. A total of approximately 552.45 gallons of LNAPL were recovered during the events (an average of 25 gallons per event). LNAPL is recovered using a combination of an automated skimmer pump and manual recovery. The two recovery methods have removed an estimated total of 4,632.51 gallons of LNAPL and have decreased the LNAPL footprint significantly since skimming activities began in November 2017. However, the Draft iRACR states that significant decreases were not observed during recent remedial action and the footprint now exhibits a more stabilizing trend. The Draft iRACR states that as product recovery

begins to decrease, recovery optimization will be considered. Potential optimization methods include installing more strategically placed wells to increase recovery and conducting a drawdown which involves pumping in the middle of the plume so the product will flow toward the extraction wells.

The NDEP concurs with the findings presented in the Draft iRACR. The Draft iRACR may be finalized at NAVFAC SW's convenience, with the above formatting revisions incorporated.

FISCAL IMPACT: N/A

EXPLANATION OF IMPACT: N/A

FUNDING SOURCE: N/A

ACTION REQUESTED: None; Informational Only

B- Nevada Division of Environmental Protection's notification of its Draft Summary Report, Soil Characterization, Free Product Removal/Characterization and Quarterly Groundwater Monitoring Corrective Action Plan Implementation at Underground Storage Tank (UST)-R-Site 1 and UST-R-Site 6, Naval Air Station Fallon, September 2023.

The Nevada Division of Environmental Protection's notification of its Draft Summary Report, Soil Characterization, Free Product Removal/Characterization and Quarterly Groundwater Monitoring Corrective Action Plan Implementation at Underground Storage Tank (UST)-R-Site 1 and UST-R-Site 6, Naval Air Station Fallon, September 2023.

CAP implementation activities were conducted at UST-R-Site 1 and UST-R-Site 6 between May 18, 2022 and July 28, 2023. Field work at UST-R-Site 1 included installation of a passive skimmer on monitoring well MW-395F for free product removal, monitoring free product levels and removal volumes, and conducting quarterly groundwater monitoring and sampling of site wells for volatile organic compounds (VOCs), polynuclear aromatic hydrocarbons (PAHs), pentachlorophenol and monitored natural attenuation (MNA) parameters.

The Draft Summary Report concludes that no soil excavation is warranted at UST-R-Site 6 in the vicinity of SB-9. The Draft Summary Report recommends completing a site-specific demonstration of protectiveness in accordance with the June 2014 NDEP Petroleum in Soils Closure Checklist Option 3 (A through K Closure) or Option 4 (ASTM RBCA Closure) pathway for soils closure.

The Draft Summary Report recommends installation of a replacement well for MW-14 and installation of a passive skimmer for more efficient free product recovery.

The Draft Summary Report additionally recommends continued free product measurement and recovery at UST-R-Site 1 and UST-R-Site 6 and continuation of the quarterly groundwater monitoring program in accordance with the CAPs.

The NDEP has comments to the Draft Summary Report, which are included in Attachment A.

FISCAL IMPACT: N/A

EXPLANATION OF IMPACT: N/A

FUNDING SOURCE: N/A

ACTION REQUESTED: None; Informational Only

C- Nevada Division of Environmental Protection's notification that it has received notification of a Release/Spill of contaminants at US Silica, 10210 Old Highway 40, Fallon, Nevada.

The Nevada Division of Environmental Protection (NDEP) has reviewed the Release/Spill (Release) of contaminants at US Silica. While transferring recycled fuel oil from one aboveground storage tank (AST) to another, a valve on one of the ASTs was left open. As a result, approximately 100 gallons of recycled fuel oil was released to the earthen containment area of the facility tank farm. Because this release appears to have resulted in contamination and exceeds limits or quantities established by Nevada Administrative Code (NAC) 445A.347 or 445A.3473, the company is required to provide an evaluation of the release per NAC 445A.2269 and NAC 445A.227.

FISCAL IMPACT: N/A

EXPLANATION OF IMPACT: N/A

FUNDING SOURCE: N/A

ACTION REQUESTED: None; Informational Only

D- Nevada Division of Environmental Protection's notification of its Notice of Proposed Action to issue a renewal of the Class II Air Quality Operating Permit for Quail Hollow, LLC.

The Nevada Division of Environmental Protection provides notification of its Notice of Proposed Action to issue a renewal of the Class II Air Quality Operating Permit for Quail Hollow, LLC. Quail Hollow, LLC - Milk Drying Plant is located at 1400 New River Parkway, Fallon, Nevada 89406. The project is located in all or portions of Sections 32 SE 1/4 and 32 SW 1/4, Township 19N, Range 29E, M.D.B.&M. The permit action includes renewal of the existing Class II Air Quality Operating Permit No. AP2023-3084.01. The facility is a milk drying plant for dry, condensed, and evaporated dairy products consisting of Systems 01 through 05 (S2.001 through S2.006).

On the basis of the preliminary review and the requirements of the NRS, the NAC and the Clean Air Act, the Director is hereby announcing his intent to issue the proposed Class II Air Quality Operating Permit based on a review of the information submitted. A copy of this document, the draft permit, and the Director's Review will be available for public inspection at <http://ndep.nv.gov/posts>. Persons wishing to comment regarding this proposed action, or to request a hearing pursuant to NRS 445B Air Pollution and NAC 445B Air Controls, should submit their comments or request in writing, either in person or by mail within thirty (30) days as outlined in the Notice of Proposed Action.

FISCAL IMPACT: N/A

EXPLANATION OF IMPACT: N/A

FUNDING SOURCE: N/A

ACTION REQUESTED: None; Informational Only

E- The Nevada Department of Environmental Protection's notification of its review of the Interim Remedial Action Completion Report, Northern Operable Unit Sites 2, 3, and 4 Remedial Action, for Naval Air Station, Fallon, Nevada.

The Nevada Department of Environmental Protection (NDEP) provides notification of its review of the Interim Remedial Action Completion Report, (iRACR) Northern Operable Unit Site 2, 3, and 4, for Naval Air Station Fallon, Nevada, September 2023.

The iRACR describes the approach and results of remedial actions implemented at the Northern Operable Unit (NOU) Sites 2, 3, and 4 from September 2022 through August 2023. The selected remedial action approach consists of recovery of Light Non-aqueous Phase Liquid (LNAPL) comprised of a mixture of jet fuels at NOU Installation Restoration Program (IRP) Sites 2 and 4; and long-term monitoring (LTM) of dissolved-phase trichloroethene (TCE) and vinyl chloride (VC) in groundwater at NOU IRP Site 3. The selected remedy also includes land use controls (LUCs) to prevent exposure to residual free product (as needed) and domestic use of groundwater until the established remediation goals for TCE and VC are met.

Biweekly LNAPL recovery events were conducted from October 2022 through August 2023 at NOU Sites 2 and 4. A total of approximately 552.45 gallons of LNAPL were recovered during the events (an average of 25 gallons per event). LNAPL is recovered using a combination of automated skimmer pumps and manual recovery. The two recovery methods have removed an estimated total of 4,632.51 gallons of LNAPL and has decreased significantly since these recovery operations began in October 2017. However, the iRACR states that significant decreases were not observed during recent remedial actions and the footprint now exhibits a more stabilizing trend. The iRACR states that, as product recovery begins to decrease, recovery optimization will be considered. Potential optimization methods include installing more strategically placed wells to increase recovery, and conducting a draw down, which involves pumping in the middle of the plume so the product will flow toward the extraction wells.

The NDEP concurs with the findings presented in the iRACR. If you have any questions, please feel free to contact Ruby Wood at 775-687-9383 or rwood@ndep.nv.gov.

FISCAL IMPACT: N/A

EXPLANATION OF IMPACT: N/A

FUNDING SOURCE: N/A

ACTION REQUESTED: None; Informational Only

F- Nevada Division of Environmental Protection's notification of its concurrence with the Draft Annual Groundwater Monitoring Report for Installation Restoration Program Sites 1 and 14, Naval Air Station Fallon, Fallon, Nevada.

The Nevada Division of Environmental Protection (NDEP), Bureau of Corrective Actions, Department of Defense Branch, has reviewed the Draft Annual Groundwater Monitoring Report for Installation Restoration Program Sites 1 and 14, Naval Air Station Fallon, Fallon, Nevada (Draft Sites 1 & 14 GMR). The Draft Sites 1 & 14 GMR was received by the NDEP on October, 2023. The Draft Sites 1 & 14 GMR were prepared on behalf of the Department of the Navy.

The Draft Sites 1 & 14 GMR summarizes the results of the groundwater monitoring event conducted in October 2022 and March 2023. This is the third annual groundwater monitoring event following the remedial action of excavation of impacted soil. The groundwater monitoring was conducted to comply with the selected remedy described in the final Record of Decision

(ROD) for IRP Sites 1 and 14.

The NDEP concurs with the recommendation presented in the Draft Sites 1 & 14 GMR. The NDEP has comments to the Draft Sites, which are included in Appendix A. If you have any questions, please feel free to contact Ruby Wood at 775-687-9383 or rwood@ndep.nv.gov.

FISCAL IMPACT: N/A

EXPLANATION OF IMPACT: N/A

FUNDING SOURCE: N/A

ACTION REQUESTED: None; Informational Only

Old Business:

There was no Old Business.

New Business:

A- Consideration and possible action re: Administrative Order 2023-01 authorizing the Sheriff's Office to destroy or dispose of firearms which were confiscated pursuant to NRS 202.340.

The Churchill County Sheriff's Office has submitted a request to be authorized to dispose of firearms and weapons pursuant to NRS 202.340. This statute authorizes law enforcement agencies, upon approval by the governing body of the county, to retain, sell, destroy, trade or donate confiscated weapons taken from suspects during the course of criminal investigations and which are not otherwise returned to their owners. The proposed order, which is provided with this report, will authorize the Sheriff to dispose of the weapons pursuant to law. The list of weapons is provided as Exhibit A to the order.

FISCAL IMPACT: None.

EXPLANATION OF IMPACT: N/A

FUNDING SOURCE: N/A

ACTION REQUESTED: Accept

Joseph Sanford, Civil Deputy District Attorney, made this presentation as outlined above.

Chairman Scharmann asked if there was any public comment but there was none.

Commissioner Justin Heath made a motion to approve Administrative Order 2023-01 authorizing the disposal of firearms which were confiscated pursuant to NRS 202.340. Commissioner Myles Getto seconded the motion, which carried by unanimous vote.

B- Consideration and possible action re: Approval of county-paid term life insurance for county employees.

Churchill County provides and pays for medical, dental, and vision insurance for its full-time employees. In the past, the county also provided term life insurance to the full-time employees. During the great recession, as a cost-saving move, the county stopped providing the term life insurance. With the support of the county manager, the Insurance Committee recently sought out quotes for term life insurance so that it could be offered once again, if approved by the Board of

County Commissioners.

The Committee asked for quotes from several sources. In the end, the Committee focused in on one quote presented by LP Insurance, with coverage from Kansas City Life. The quote from Kansas City Life is for \$50,000 of term life coverage for each full-time employee. Employees have the option to buy up for higher amounts, and they can also purchase dependent coverage. Kansas City Life guaranteed the rates for three years.

As a side note, public employers in Nevada are required to offer the same insurance to retirees that was available to them when they retired (as long as the employer continues to offer the coverage). This means that employees who retire after this term life policy is in place have the option of continuing the coverage at their own cost, paying the same rates that are charged to active employees.

In addition to the life insurance, the policy with Kansas City Life also includes EAP services for employees, as well as some level of travel insurance. The rate is \$0.14 per \$1,000 of coverage per month, coming out to \$7.00/month for each full-time employee. The annual cost for premiums is estimated at \$19,123 for all full-time employees.

FISCAL IMPACT: \$19,123 per year.

EXPLANATION OF IMPACT: This is the estimated cost to provide \$50,000 of term life coverage each year to the county's full-time, benefit-eligible employees.

FUNDING SOURCE: General Fund.

ACTION REQUESTED: Accept

Julie Guerrero, Administrative Services Manager, made this presentation as outlined above in the absence of Geof Stark, who was ill.

Chairman Scharmann asked if there was any public comment but there was none.

Commissioner Myles Getto made a motion to approve the recommendation from the Insurance Committee for the county to provide county-paid term life insurance to county employees in the amount of \$50,000, effective 12/1/2023. Commissioner Justin Heath seconded the motion, which carried by unanimous vote.

C- Consideration and possible action re: Approval of Job Description and Salary Range for Assistant County Manager/HR Director and for immediate recruitment for the position.

With the upcoming retirement of the Human Resources Director, the County Manager is looking at some restructuring to better serve the needs of the organization. Human Resources Director Geof Stark has drafted a class specification (job description) for an Assistant County Manager/HR Director for the county. The job description was crafted through discussions with County Manager Jim Barbee and reviewing similar job descriptions for other entities. The person in this position would have the full oversight of the Human Resources Department and would also assist the County Manager in the overall management of the county, with oversight of other departments and functions as assigned by the County Manager. (Staff recognizes that

this arrangement may require that the HR Department add another position to cover the range of duties in the department. During the budget process for FY 25, staff will be submitting a proposal for an additional salaried HR Analyst-type position for the county.)

A salary study was performed for the new position, using similar positions (mostly Assistant County Managers) in other entities. The survey data came from the Class 3 counties, Washoe County, CC Communications, and the State of Nevada. Based on the data collected, staff recommends the position be assigned to Pay Grade 86 (\$127,733 to \$171,766).

Staff would like to have several weeks of crossover between the start date for the new hire in this new position and the last day of work for the retiring HR Director. The current HR Director's last day in the office will be March 23, 2024. Staff requests approval to begin recruitment for the new position immediately, with a goal the new Assistant County Manager/HR Director with a start date on or around February 26, 2024.

FISCAL IMPACT: \$35,306 annually.

EXPLANATION OF IMPACT: The impact is based on a full year of salary and benefits for the new position at the first step of the range. It represents the difference between the first step of the HR Director and the first step of the Assistant County Manager/HR Director.

FUNDING SOURCE: General Fund.

ACTION REQUESTED: Accept

Jim Barbee, County Manager, made this presentation as outlined above in the absence of Geof Stark, Human Resources Director.

Chairman Scharmann asked if there was any public comment but there was none.

Commissioner Justin Heath made a motion to approve the class specification for Assistant County Manager/HR Director, assign it to Pay Grade 86, and approve the immediate recruitment for the position with a proposed hiring date of 2/26/24. Commissioner Myles Getto seconded the motion, which carried by unanimous vote.

D- Consideration and possible action re: Advanced Step Appointment of Kristy Bekiares as Aquatics Facility Supervisor.

A recruitment was recently conducted for the position of Aquatics Facility Supervisor for Churchill County. The Director of Parks and Recreation completed interviews on October 17, 2023. The position had six applicants; two were interviewed. There was one applicant who stood out with exceptional knowledge, skills, and abilities through her previous work experience and professional involvement.

This applicant, Kristy Bekiares, has over 15 years of aquatics supervisory experience, and all of this experience has been gained at Churchill County's aquatics facility. Ms. Bekiares has successfully managed the county's aquatics facility and has been heavily involved in statewide and regional aquatics and parks and recreation organizations. She has intimate knowledge with our facility and the programs it offers. She is one of only three people in Northern Nevada licensed to certify Lifeguard Instructors. When she previously worked for the county, she was at

the top step of the range. Her qualifications exceed the qualifications of all other applicants. As such, staff respectfully requests an advanced step placement of Ms. Bekiares.

Title 3 of the Churchill County Code (Section 3.32.040) says that initial appointment to a position shall be made at the beginning step of the range. Title 3 also indicates the county board may approve and advanced step appointment within a salary range to:

1. Meet a difficult recruiting problem; or
2. Employ a person who possesses superior qualifications.

Staff believes Ms. Bekiares meets the second category and respectfully requests the Board of County Commissioners to approve hiring her at an advanced step. Based on a review of the pay range, Ms. Bekiares' qualifications, and on discussions with Ms. Bekiares, staff respectfully requests the board to approve hiring Ms. Bekiares at Step 9 of Pay Grade 48 (\$29.25 per hour).

FISCAL IMPACT: Approximately \$15,131 for a full year.

EXPLANATION OF IMPACT: The base cost (if hired at Step 1) is \$82,022. This amount includes salary and all benefits for a full year. Hiring at Step 8 would result in a cost of \$97,153 (including salary and all benefits).

FUNDING SOURCE: General Fund.

ACTION REQUESTED: Accept

Parks and Recreation Director Jorge Guerrero made this presentation as outlined above.

Chairman Scharmann asked if there was any public comment but there was none.

Commissioner Myles Getto made a motion to approve the advanced step placement of Kristy Bekiares to Step 9 of Grade 48 (\$29.25 per hour). Commissioner Justin Heath seconded the motion, which carried by unanimous vote.

Consent Items:

A- Consideration and possible action re: Report of the condition of each fund in the treasury and the statements of receipts and expenditures pursuant to NRS 251.030 and NRS 354.290.

A Fund Balance Report is attached indicating the beginning balance, receipts, disbursements, and the ending balance of each fund for Churchill County as required by NRS 251.030 and NRS 354.290.

FISCAL IMPACT: N/A

EXPLANATION OF IMPACT: N/A

FUNDING SOURCE: N/A

ACTION REQUESTED: Accept

B- Consideration and possible action re: Court Services First Fiscal Quarter Revenue Report for the period of July to September 2023, reflecting \$6,930 in revenue for the quarter.

Brenda Ingram, Court Services Director, provides the department's First Fiscal Quarter Revenue

Report for the period of July - September 2023 for the board's consideration and acceptance. A total of \$6,930 in revenue was collected for the quarter.

FISCAL IMPACT: \$6,930.

EXPLANATION OF IMPACT: Fees collected help offset the costs of providing services.

FUNDING SOURCE: General Fund.

ACTION REQUESTED: Accept

C- Consideration and possible action re: Transfer of funds to the City of Fallon in the amount of \$1,000,000 from Regional Transportation Fund 280 for the consolidated Rancho, Whitaker, and A Street projects.

The City of Fallon is requesting a transfer of funds in the amount of \$1,000,000 from Regional Transportation Fund 280 for the consolidated Rancho, Whitaker, and A Street projects.

FISCAL IMPACT: \$1,000,000 from Regional Transportation Fund 280-631-70800.

EXPLANATION OF IMPACT: N/A

FUNDING SOURCE: \$1,000,000 from Regional Transportation Fund 280-631-70800.

ACTION REQUESTED: Accept

D- Consideration and possible action re: Transfer of funds to the City of Fallon, in the amount of \$500,000 from Public Transit Fund 395 for the Rancho, Whitaker and A Street projects.

The City of Fallon is requesting a transfer of funds, in the amount of \$500,000 from Public Transit Fund 395 for the consolidated Rancho, Whitaker, and A Street projects.

FISCAL IMPACT: \$500,000 from Public Transit Fund 395-881-70700.

EXPLANATION OF IMPACT: N/A

FUNDING SOURCE: \$500,000 from Public Transit Fund 395-881-70700.

ACTION REQUESTED: Accept

E- Consideration and possible action re: Transfer of funds to the Churchill County Road Department, in the amount of \$250,000, for FY 2024 road and bridge projects for the 1st quarter.

The Churchill County Road Department is requesting a transfer of \$250,000 for FY 2024 road and bridge projects for the 1st quarter. The transfer will be split 50/50 between Regional Transportation Fund 280 and Public Transit Fund 395.

The reimbursement is for the blade maintenance of county roads for the period of July through September 2023, in the amount of \$222,576.28; tree trimming on county roads from July through September 2023, in the amount of \$10,630.47, and Project 24-02 (double chip seal on Copperwood Drive), in the amount of \$26,744.78. These projects total \$259,951.53. However, we only request to transfer the encumbered amount of \$250,000, which was approved by the Regional Transportation Commission at their July 19, 2023 meeting.

FISCAL IMPACT: \$125,000 from Regional Transportation Fund 280-630-85300 and \$125,000 from Public Transit Fund 395-881-85300.

EXPLANATION OF IMPACT: N/A

FUNDING SOURCE: \$125,000 from Regional Transportation Fund 280-630-85300 and \$125,000 from Public Transit Fund 395-881-85300.

ACTION REQUESTED: Accept

F- Consideration and possible action re: Churchill County's Quarterly Report to the Department of Taxation regarding Churchill County's Economic Condition for the quarter ending September 30, 2023.

Provided for the board's review and consideration is the Quarterly Report of Churchill County's economic condition for the period ending September 30, 2023, which is prepared in accordance with the Nevada Administrative Code (NAC). This report must be submitted to the Department of Taxation within 45 days of completion of the prior quarter. A signed copy will be forwarded to the department in a timely manner and this is provided for the board's review.

FISCAL IMPACT: N/A

EXPLANATION OF IMPACT: N/A

FUNDING SOURCE: N/A

ACTION REQUESTED: Accept

Chairman Scharmann asked if there was any public comment but there was none.

Commissioner Justin Heath made a motion to approve the Consent Agenda as submitted. Commissioner Myles Getto seconded the motion, which carried by unanimous vote.

Consider Future Agenda Items:

Joseph Sanford suggested a presentation of the total of opioid settlements and what that would look like over the next couple of years.

Commissioner and Management Staff Reports:

Chairman Scharmann reported on the following topics:

- I attended the Cantaloupe Festival board meeting with Jim Barbee, which was an eye-opening experience.
- I attended the NACO Board meeting.
- I had breakfast with the Mayor yesterday.
- I attended the the Carson Water Subconservancy District meeting last week. We need to ensure that water is not being siphoned from our rivers.

Commissioner Heath reported on the following topics:

- I attended the Lahontan Conservation District meeting.
- I attended the Senior Coalition meeting.

Commissioner Getto reported on the following topics:

- I attended the CNRWA meeting where they discussed the water-right retirement program they are implementing. CNRWA was awarded \$7M to buy water rights that are over-pumped, over-appropriated, or basins that have already been over pumped, like Diamond

Valley and stuff like that. It is not really applicable to Churchill County, at this time, but I think that would be interesting to watch and see how that goes.

County Manager Barbee reported on the following topics:

- I attended the Rancharrah discussions to pull materials from that facility next week, hopefully.
- I attended a meeting with the College of Agriculture, NRCS staff, and others to discuss the ag farm being purchased.
- SNPLMA grants are due Sunday, so staff is working diligently on those applications.
- We continue to pursue reimbursement from BOR but we have had no movement on it yet.

Comptroller Wideman had nothing to report.

Civil Deputy District Attorney Sanford had nothing to report.

Deputy Clerk to the Board Moore reported on the following topics:

- Linda and Erin are in conference with the Secretary of State's office for elections this week.

Sheriff Hickox was not present.

Claims and Payroll Transmittals:

The Claims and Payroll Transmittals were submitted for the board's consideration and approval.

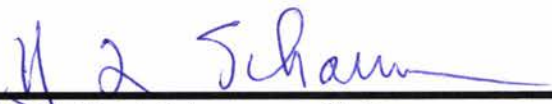
Public Comment:

Chairman Scharmann asked if there was any public comment but there was none.

Adjournment:

The meeting was adjourned at 9:02 AM.

Approved:


Harry "Bus" Scharmann, Chairman

Approved:


Justin Heath, Vice-Chairman

Approved: 
Myles Getto, Commissioner

ATTEST:
Linda Rothery, Clerk/Treasurer


Renae Paholke, Deputy Clerk