

IN A REGULAR MEETING OF THE WHITE PINE COUNTY COMMISSION HELD ON SEPTEMBER 25, 2019 IN THE COUNTY LIBRARY CONFERENCE ROOM IN ELY, NEVADA

The Following Were Present:

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

County Officials

Burton Hilton, WPC Assessor
Tim Bunch, Human Resources Director
Jennifer Farnworth, IT Specialist
Elizabeth Frances, Finance Director
Lori Romero, Library/Sr. Center Administrator
Mike Wheable, District Attorney
Bryan Pyle, Deputy District Attorney
Kristi Rozich, Aquatic Center Director
Lance Gale, Airport Manager
Martin Troutt, WPC Road Dept. Supervisor
Scott Henriod, WPC Sheriff

Also Present

Donna Bath, NNRDA
Ken Kliewer, KELY Radio
George Chachas, KGTV-10
Cameron Kirkham
Jared Bybee, BLM
Shane DeForest, BLM
Mary Kerner, Red Ribbon Week
Jen Southworth, Red Ribbon Week
Tracy Saville, Silver Lion Farms
Carol McKenzie
Kay Lynn McMurray, Ely Times
B.J. Almberg, Basin Engineering
Cozette Eldridge, RSVP

*Commissioner Travis Godon was unable to attend today.

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

MOMENT OF SILENCE/SILENT INVOCATION

This was duly observed.

PUBLIC COMMENT

BLM Field Manager Jared Bybee introduced himself and Acting District Manager Shane DeForest. Manager DeForest will be here through mid-January 2020, it was noted; Manager Bybee is detailed into the Field Manager position until the permanent position is filled. Manager Bybee provided an update on the BLM land sale; none of the parcels sold, but the BLM is offering parcels on a first come-first served basis beginning in the Fall. Commissioner Laurie Carson reported that some individuals had commented the cost for the parcels was too high. Manager Bybee explained that there are 2 internal steps that must be taken: The appraisal must be re-verified, and then they would need to see if any Hazmat study would be required on the parcels. A letter will be sent shortly inviting the Commission to join as a cooperating agency on the Robinson Mine Expansion EIS, which would add 8-10 additional years to the mine life. Manager Bybee noted the NEPA process has been streamlined down to 13 months. He continued that the BLM is still considering their decision on the Silver State Trail; the Commission has asked them to look at the "No Action" alternative, so they are doing that. He added there are 5 gravel pits ready to be authorized; the process for those has been completed and they will be issued those authorizations in the near future.

Mr. George Chachas pointed out we don't have a good sound system for Commission meetings yet, and that we have an ADA obligation for people who can't hear. He's opposed to the diesel tax as long as the County is failing to collect revenues in other areas, citing the defunct County Business License. He commented that everyone needs to pay taxes like everyone else before we can impose new ones; he asked where the Building Inspector was in all that. He cited the railroad track rental fees not being collected when Commissioner Shane Bybee was on the Tourism & Recreation Board, and Chairman Richard Howe halted that comment. Mr. Chachas asked if people have been signing non-discriminatory statements for Federal grants when they apply for loans; he's not got a reply to that question yet. Next, the current newspaper hasn't been publishing all the Letters to the Editor that they receive; he cited his own letter dated

August 6 never was published, although others have been since that time. He cited unfair business practices and charged the newspaper is biased. He continued that if the Tourism & Recreation Board is a 501c(3) they need to present proof of that; they aren't doing their job. Also, he asked about the Victims of Crime Fund that's never been on the agenda, citing the vandalism to his property and that he never received the police protection he's paid for.

9:00 A.M. – SILVER LION FARMS

DISCUSSION/UPDATE FROM SILVER LION FARMS ON THEIR OPERATIONS

Ms. Tracy Saville reintroduced herself to the Board after coming here last January; she's co-owner for Silver Lion Farms and Chief Executive Officer of the company. She noted it's their hemp harvest time and it is expected to rain in 3 days. She thanked the community for their incredible, unexpected help and support they've received, everyone from the Commissioners to the engineers who live here, the people who collect their trash, their mancamp running smoothly, etc. She especially thanked the Bath family and this Board, noting they wouldn't have gotten through this year without their support, and she's personally very grateful. Ms. Saville proceeded to the overview highlights of their progress, namely their purchase of 2 parcels (one 1,800 acres and another 2,300 acres) between McGill and Lages Junction. They also received their USDA certifications on both the hemp crop AND the land, which she noted is very difficult to obtain. They're looking at obtaining 3,000 acres next year; they will begin conditioning that land as she explained. They tested various water configurations; as they are limited due to being certified and this region has a weed problem, but they are addressing those issues successfully. They moved over 8 million seeds into the greenhouse and did all the testing and proving necessary in a timely manner. She cited weather problems such as the freeze last June, and also a mechanical failure in the greenhouse; still, she noted they were only 4 weeks late. Stunted plant growth was the result, but they did get a yield of more than 1 million plants. Last year they had 58 full time personnel, which were temporary positions; their average hourly rate was \$30.00/hr, as she explained. Their plants tested well, and they should be able to sell the hemp they were able to produce; the testing was done this Monday. She noted they're still officially under construction, but the local and State governments are working very well with us. They will be putting another \$10 million into the greenhouse to make modifications; they've invested \$50 million into what they've built, of which \$42 million was pure infrastructure. She quipped they could even see their structures from space; it's the largest biomass drying hemp material in the world. They've also spent much money with our local vendors, in the City/County and region; she cited some statistics such as by the end of this year they will have spent \$800,000 on propane, for example. Their new extraction lab will make Silver Lion a "closed loop" company; they will grow their own seeds, plant, harvest, dry, and extract to produce an oil or powder, to be utilized by companies such as Coca Cola, Mars, etc. Although it was a learning year, their investors are happy, she noted. Ms. Saville advised they are also committed to working with farmers on the growing end, for those who may be interested in farming the hemp. She added there was one theft, of a tractor that was left out in a far field, and it was a fairly "low" lesson for her team to learn. They've committed \$40,000 to the CACHE Program for the kids, and they will sponsor that next year. They are also planning to make additional donations, and she will be working with Mrs. Donna Bath and our community services regarding those. They are looking to residential and commercial development here in town as well; while no hard commitments have been made, they are actively pursuing these. In reply to a query from Chairman Richard Howe, she advised the extraction facility will be located next to their greenhouse; they are looking at water-based technology, and there would be no ethanol or CO2 emissions. Also, as to their operations being more industrial than agricultural, therefore having a better tax base, she commented that the County is "going to LOVE their tax base!" Commissioner Laurie Carson commented that White Pine County is so fortunate to have them as a member of our community; Ms. Saville replied that they're also fortunate to be able to be one!

9:20 A.M. – NATIONAL RED RIBBON WEEK

DISCUSSION/FOR POSSIBLE ACTION/APPROVAL TO DECLARE THE WEEK OF OCTOBER 20-24, 2019 AS RED RIBBON WEEK

Ms. Mary Kerner advised this is their 4th year of doing this in White Pine County; many people are working behind the scenes to help this happen. She introduced her helper today, Ms. Jennifer Southworth, who works for NDI. They are sending the message of being "drug-free" as their motto. Kids in the Juvenile Probation office helped to make the red ribbons, she noted. They've found through studies that education results in a 40% decrease in the use of drugs. Everyone needs to have this "drug-free" conversation, especially during this special week set aside for activities highlighting their message. They will have a guest speaker, Alexa Glazer, who will give a presentation, "Living the Dream" to both the Middle School and White Pine High School. Her presentation was donated by both Eureka and White Pine counties, she noted; the core group in planning the various activities are the Sheriff's Dept., NDI, Juvenile Probation, Nevada Highway Patrol, and the Ely Elks Lodge. There will be a "Take Back Drugs Day" at the Sheriff's Dept. for one day in October, where outdated prescription drugs can be deposited safely. The White Pine Chamber of

Commerce page in the newspaper will feature all the Red Ribbon Celebration activities at the schools; there will be a trophy participation event as well, with a trophy to be presented on a rotation basis each year throughout the community. Chairman Richard Howe read the Proclamation into the record. Chairman Howe then entertained a motion for approval. Commissioner Shane Bybee made a motion to approve the Proclamation to declare the week of October 20-24 as "Red Ribbon Week" in White Pine County. Commissioner Laurie Carson seconded. Motion carried.



Proclamation White Pine County

Whereas, Alcohol and drug abuse in this nation has reached epidemic stages, and

Whereas, it is imperative that visible, unified prevention education efforts by community members be launched to eliminate the demand for drugs; and

Whereas, working collaboratively represents a key opportunity for communities to create significant, sustainable improvements in health and equity outcomes, and

Whereas, the National Red Ribbon Campaign offers citizens the opportunity to demonstrate their commitment to drug-free lifestyles (no use of illegal drugs, no illegal use of legal drugs); and

Whereas, The National Red Ribbon Campaign will be celebrated in every community in America during Red Ribbon Week, October 23-31; and

Whereas, business, government, parents, law enforcement, media, medical institutions, religious institutions, schools, senior citizens, service organization, and youth will demonstrate their commitment to healthy, drug-free lifestyles by wearing and displaying red ribbons during this week-long campaign, and

Now Therefore, We It Resolved the County of White Pine, does hereby proclaim October 20-24, 2019 as RED RIBBON WEEK, and encourages its citizens to participate in drug prevention education activities, not only during Red Ribbon Week, but all year long, making a visible statement that we are strongly committed to a drug free community.

Dated this 25 of September, 2019

Richard Howe
County Commission Chair

With a quorum present of the White Pine County Commission and voting this 25 day of September, 2019

9:30 A.M. – PROPOSED ORDINANCES

PUBLIC HEARING/DISCUSSION/SECOND READING/FOR POSSIBLE ACTION - THE WHITE PINE COUNTY BOARD OF COMMISSIONERS WILL TAKE PUBLIC COMMENT AND CONSIDER APPROVAL OF BILL NO. 08.28.2019, ORDINANCE 501 – AN ORDINANCE AMENDING CHAPTER 2.55 OF THE WHITE PINE COUNTY CODE TO REGULATE ROTARY WING AIR AMBULANCE SERVICE WITHIN THE COUNTY; TO AMEND WHICH AMBULANCE SERVICE PROVIDERS ARE EXEMPT FROM REGULATION OF THIS CHAPTER; TO PROHIBIT DELEGATION OR ASSIGNMENT OF THE ABILITY TO PROVIDE AMBULANCE SERVICES WITHOUT COMMISSION APPROVAL; TO LIMIT RAISING AMBULANCE FEES BY EXEMPT AMBULANCE PROVIDERS WITHOUT COMMISSION APPROVAL; ADDING PROCEDURE FOR SPECIAL EVENTS; ADDING A SEVERABILITY CLAUSE

District Attorney Mike Wheable advised this Ordinance is aimed at addressing some franchise issues and incorporating the new helicopter user in the community. This is a Public Hearing, so it is an opportunity for people to make comments. Mr. George Chachas asked where the helicopter pad would be located; D.A. Wheable explained there's no pad, this is just to allow the Commission to have control over how the service will be used in the future. Chairman Richard Howe entertained a motion to approve. Commissioner Ian Bullis made a motion to approve the ambulance service as requested. Commissioner Shane Bybee seconded. Motion carried.

DISCUSSION/SECOND READING – ON PROPOSED ORDINANCE 502, BILL NO. 09.11.2019a, AN ORDINANCE AMENDING CHAPTER 2.32 OF THE WHITE PINE COUNTY CODE TO CREATE, IN COLLABORATION WITH THE ELY CITY COUNCIL, A REGIONAL PLANNING COMMISSION PURSUANT TO CHAPTER 278 OF THE NRS

District Attorney Mike Wheable advised this has been worked on for a few years, and the idea has had widespread support. The Regional Planning Commission will have the authority to put a uniform plan in place with the City; both agencies would be standardized in their processes, as he explained. He also noted no action is to be taken today, this is just the 2nd reading. The text title was read into the record, after which D.A. Wheable advised the next move is up to the City. Chairman Richard Howe asked if this would be a 6 member board, as discussed previously; the reply was affirmative.

DISCUSSION/SECOND READING – ON PROPOSED ORDINANCE 503, BILL NO. 09.11.2019b, AN ORDINANCE AMENDING CHAPTER 3.08 OF THE WHITE PINE COUNTY CODE, IMPOSING A SPECIAL FUEL TAX OF FIVE (5) CENTS PER GALLON ON DIESEL FUEL SOLD WITHIN WHITE PINE COUNTY; EXEMPTING CERTAIN DIESEL FUEL FROM TAXATION; ADMINISTERING, ALLOCATION, AND DISBURSING THE TAX IN THE SAME MANNER AS THE EXISTING COUNTY TAX ON MOTOR VEHICLE FUEL; ADDING A SEVERABILITY CLAUSE

D.A. Wheable noted this Ordinance is also being presented for a 2nd reading; the Commission had requested another draft, and this is it. He noted this will be on the agenda in a couple of weeks, and would require a special majority vote in order to pass.

At 10:30 a.m., Chairman Richard Howe recessed the regular Commission meeting and opened the Road Commission meeting. Following that meeting, Chairman Howe adjourned the Road Commission meeting and reconvened the regular County Commission meeting.

ITEMS FROM ELECTED OFFICIALS AND DEPARTMENT HEADS:

ELECTED OFFICIALS

BURTON HILTON, ASSESSOR

DISCUSSION/FOR POSSIBLE ACTION/APPROVAL OF PRESENTATION TO BOARD OF COUNTY COMMISSION OF THE ASSESSOR'S LOG ROLL OF CHANGES MADE TO THE SECURE TAX ROLL PER NRS 361.310(4)

WPC Assessor Burton Hilton advised the Board this is something that is done annually; he brings it before the Commission for approval, but he did note the NRS states the roll MUST be approved. He continued that changes may still be made until June 30th, prior to the tax bills coming out; these changes are included in the backup materials. He added that \$38 million of improvements were added this past year, such as the Silver Lion hemp farm and the new Holiday Inn Express motel. Commissioner Laurie Carson made a motion to approve the Assessor's log roll of changes made to the secure tax roll per NRS 361.310(4) as requested. Commissioner Shane Bybee seconded. Motion carried.

DEPARTMENT HEADS

KRISTI ROZICH, AQUATIC CENTER DIRECTOR

DISCUSSION/FOR POSSIBLE ACTION/RATIFICATION OF THE HIRING OF A FULL-TIME POSITION AND POSTING OF THE JOB INTERNALLY AND EXTERNALLY ON 9/10/2019

WPC Aquatic Center Director Kristi Rozich advised that a second position had opened and instead of waiting it was posted so people could begin applying for the job at once, since they had just closed on the internal position. She noted they had 1 applicant. Following brief discussion, Commissioner Ian Bullis made a motion to ratify the hiring of a full-time position and posting the job both internally and externally on September 10, 2019. Commissioner Shane Bybee seconded. Motion carried.

LANCE GALE, AIRPORT MANAGER

DISCUSSION/FOR POSSIBLE ACTION/APPROVAL TO REQUEST THE DISTRICT ATTORNEY'S OFFICE TO DRAFT A LEASE OR USE AGREEMENT FOR THE TERMINAL BID OFFICE SPACE AT THE AIRPORT WITH RSVP

Airport Manager Lance Gale advised he had reported on all the Airport leases to the Airport Advisory Board. It was noted the RSVP had no agreement on file, but in 2012 the Commission donated terminal space for them to have

an office. Therefore, this agenda item is to request an agreement be negotiated with RSVP. Both Chairman Richard Howe and Commissioner Laurie Carson were on the Board when the RSVP was moved there from the Annex; the County had the space available and there was nowhere else for them to go other than the Airport. At that time, it was not being utilized as a terminal. During the discussion it was advised that if that area becomes available for FAA use or as an airport terminal in the future, the RSVP would need to be relocated, but they could remain there during the interim. Chairman Howe added that it's important we keep our RSVP up and running. District Attorney Mike Wheable asked if the Airport Advisory Board wants that building; Manager Gale responded in the negative, and anyway there's no documentation pertaining to that space. Commissioner Laurie Carson confirmed there was never a written agreement, it was approved in the minutes. She added that the RSVP needs to feel secure in their ability to stay there, due to the confidentiality of their services. D.A. Wheable suggested a lease could be done; the Airport is being utilized much more differently than when RSVP first moved out there. Commissioner Ian Bullis sees growth out there now; in the future more space will be needed, and we need to be able to rent those areas out that would be pertinent to the Airport, although he agreed RSVP needs a secure location as well. D.A. Wheable explained that one right under the lease includes "quiet enjoyment of the premises;" a year-to-year lease for RSVP might be considered. Commissioner Carson added that a phrase pertaining to future aviation needs could be included in the lease. Commissioner Ian Bullis made a motion to have the District Attorney draft a year-to-year agreement for RSVP. Commissioner Shane Bybee wanted some assurance that if this space does need to be vacated for aviation purposes, we would acquire another space for them to go if necessary. Commissioner Ian Bullis amended his motion to include that language. Commissioner Shane Bybee seconded the amended motion. Following further discussion, Commissioner Bullis amended his motion to direct the District Attorney to draft a lease with a short, year-to-year agreement, with language giving RSVP the security that the County would take reasonable steps to provide office space if the County needed to occupy that space in the future. RSVP Chairman Cozette Eldridge agreed that would be acceptable. Commissioner Shane Bybee seconded that motion. Motion carried.

TIM BUNCH, HUMAN RESOURCES DIRECTOR

DISCUSSION/FOR POSSIBLE ACTION/APPROVAL OF REVISED JOB DESCRIPTION FOR DEPUTY COUNTY RECORDER DUE TO THE OUTDATED COMBINED STATUS OF THE TREASURER/RECORDER OFFICE OF 2009

Human Resources Director Tim Bunch advised that a Deputy Recorder had been working in the Treasurer's office part-time; that has been changed so the only time spent would be to audit the cash box daily in the morning. He will coordinate with WPC Recorder Martha Sindelar Rivera to ensure the Job Description would be accurate. Chairman Richard Howe entertained a motion to approve. Commissioner Ian Bullis made a motion to approve the revised Job Description for the Deputy County Recorder as requested. Commissioner Laurie Carson seconded. Motion carried.

DISCUSSION/FOR POSSIBLE ACTION/APPROVAL OF WHITE PINE COUNTY PERSONNEL POLICIES MANUAL REVISION TO UTILIZE POOL/PACT TEMPLATE AND TO UPDATE THE OUTDATED POLICIES OF GENERAL PROVISIONS (1.6), (1.8.1), (1.8.2.1), (1.9.1.2), (1.9.2.3), (1.9.1.4), (1.9.2), EMPLOYEE RELATIONS (2.1.1), (2.1.2), (2.2.2), (2.2.3), (2.3), (2.4), (2.5)

Human Resources Director Tim Bunch clarified the Personnel Policies Manual is 11 years out of date; there should be annual amendments done, and that hasn't been done. The POOL/PACT template is very user friendly and updated, so he revised/reviewed it and inserted those items that we are missing, such as on bullying. He explained the highlighted items that were added or changed. Since there is a lot of information involved, he felt doing these in sections and presenting them to the Board in smaller revisions would be easier for everyone to review and digest. Commissioner Laurie Carson asked about the process of providing this to the employees; Director Bunch noted as sections are approved by the Board, they will be presented to the employees along with a sheet they can sign indicating they've also reviewed the changes. He added that every employee would receive a new handbook covering those things pertinent to the County employees, and everything will be referenced to the Policy Manual. Chairman Richard Howe entertained a motion to approve. Commissioner Ian Bullis made a motion to approve the White Pine County Personnel Policies Manual revisions as presented and discussed. Commissioner Shane Bybee seconded. Motion carried.

DISCUSSION/FOR POSSIBLE ACTION/APPROVAL OF TRI-COUNTY WEED CONTROL COMPENSATION TABLE AS ESTABLISHED BY THE TRI-COUNTY WEED CONTROL BOARD TO INCORPORATE INTO WHITE PINE COUNTY COMPENSATION STRUCTURE

Director Bunch invited Finance Director Elizabeth Frances to report on this as well; he noted that the County is the oversight for Tri-County Weed District. Director Frances advised they have established a compensation table, and they will adjust it during their upcoming meeting on September 30th. She explained their compensation is being severely impacted as they make the transfer from Lincoln to White Pine County, due to the health insurance increases here. We don't subsidize dependent health care, but Lincoln County does, which is the issue. She is asking the Board to adopt this table and bring back revisions after the September 30th meeting for this Commission's approval. She explained that the Tri-County Weed District generates revenues through their weed spraying activities. Chairman Richard Howe entertained a motion for approval. Commissioner Shane Bybee made a motion to approve the Tri-County Weed Control Compensation Table as established by the Tri-County Weed Control Board. Commissioner Ian Bullis seconded. Motion carried.

DISCUSSION/FOR POSSIBLE ACTION/APPROVAL OF CONVERTING THE ASSISTANT COOK POSITION FROM PT UP TO FT (PURSUANT TO BUDGET) IN ORDER TO MEET THE INCREASED NEED FOR MEAL PREPARATION FOR THE SENIOR CENTER AND MEALS ON WHEELS PROGRAMS

Director Bunch invited Library/Sr. Center Administrator Lori Romero to weigh in on this as well; he noted this is a Part-Time Assistant Cook position. There are 50% benefits offered with it; the current Assistant Cook will retire this Friday. Director Romero noted while there's an immediate need for this position, there are also some changes; increases in meals and service to the community are involved, which will increase the hours. Director Bunch cited the compensation table in the backup materials. Director Romero provided a handout comparing the proposed conversion against last year's table; while the meal count is increasing, we're losing 20 hours in the kitchen. They are physically maxed out with their resources; in order to help with the meals, Program Supervisor Chris Ricci is spending 5 of her 8 hours in the kitchen to help, and she's not able to do her office paperwork. While the cost of meal reimbursements does help, the cost of manpower to do the meals is depleting those funds. Director Bunch added that even with 2 volunteers coming in for special needs such as when the food comes in, etc., it's a serious situation. Chairman Richard Howe voiced appreciation for the good job they are doing for the seniors nonetheless. Finance Director Elizabeth Frances advised that this would be an unbudgeted item, if the Commission decides to proceed; she broke down the costs at the current rate of pay. A handout showed if hours were increased by 1, 2, 3 or even 4 hours/day, this would result in an increase of \$15,808/year (for the 4 hours), and there is currently \$50,807 available. There are funds available, and she added this does include insurance; a formal resolution would be required if this is approved. Director Romero noted one of their Tech Drivers is interested in this position; she is looking to ways to move people up, but she needs to be able to keep them in order to promote them. Following some discussion, Commissioner Laurie Carson made a motion to approve converting the Assistant Cook Position from PT up to a full-time, 8 hour position, in order to meet the increased needs at the Senior Center and for the Meals on Wheels programs. Commissioner Ian Bullis seconded. Motion carried.

DISCUSSION ONLY – CONDUCT INTERVIEW OF EMERGENCY MANAGEMENT DIRECTOR APPLICANT, CAMERON KIRKHAM

Director Bunch brought Mr. Cameron Kirkham forward, who introduced himself to the Board and thanked them for the opportunity to come today. He explained he's from Lehi, Utah, another small town like Ely; he became an EMT for their Fire Dept., he worked for the Forest Service and was on a Hot Shot crew. From there he worked in Dispatch and went into the Emergency Management logistics side of things; he was an Incident Commander and then was a Supervisor. He completed full-time college and graduated in the field of Emergency Management.

At this point, Director Bunch explained the process, and Mr. Kirkham agreed. The interview commenced:

– Tell us what formal education and/or work experiences you have that make you the best candidate for this position.

He grew up in a small town/ranching community; he loved the small town feel, which is why he applied here, as well as White Pine County being family-oriented. He was involved in 4-H, comes from a "cowboy family" and a "vet family" as well; while he's familiar with the military, he hasn't served in that capacity yet. He has a Bachelor's Degree in Emergency Management; an Associate Degree in Law/Fire Management; and an Associate Degree in Spanish/Culture. He is used to dealing with diversity on a full range of people: He's served in Fire Crews, and is familiar with Wildland Fire Crews. He studied Emergency Services Business Practices; he did much research on items such as Business Continuity. He's worked directly with people in managing grants, fuel reduction, road repair, hazard tree removal, etc. He also has had Public Information Officer training, on how to talk with the press and work with social media.

– Tell us about an experience in which you analyzed information and evaluated the results in order to select the best solution to a problem.

In working at his local Fire Dept. he noted the prior Supervisor wasn't organized so their inventory was a mess; there was no accountability or checks and balances. He used Excel and created a way to inventory everything, which did create accountability and also maintained the logs, inventory, tools, equipment, etc. His method also allowed for more medical services in the medical inventory, as he explained.

– What methods or practices do you utilize to build credibility and gain respect?

The big thing is experience and confidence; having been in leadership positions for a period of time, he learned a lot by himself concerning the policies you can implement and how they work. Methods to make him more accountable, reliable, and knowledgeable with the workings of the Dept. and working as a liaison with other agencies, etc., would be a good start.

– Provide an experience in which your communication with community officials helped you determine the needs and capabilities of your community in the event of an emergency.

There was a fire at Lake Mountain, which was a dump fire, next to a residential community. The new houses there had a lot of smoke damage, etc. He worked with some of the neighbors, the Sheriff, and the representatives, who all voiced their input on the incident; the very next day he could implement changes from what was discussed.

– Being specific, please share an experience in which you improved an organization's emergency plan.

He received a college assignment: The Uinta National Forest had an outdated Emergency Plan. He revised it, and his is still in place and working over there. He updated everything to reflect new policies in their plan.

– Tell us about any resource materials you developed, maintained or were involved with implementing.

There were no examples provided for this question.

– Name an effective method you have used to determine operational and functional capabilities of equipment in the event of an emergency.

Documentation is very important; keeping daily logs is the biggest preventative measure in his experience from the places he has worked. He also emphasized keeping within specifications as far as maintenance, mileage, oil changes, etc. on the apparatus.

– If you were presented with a situation that involved the community overall, who would you involve in the decision making? Why?

He would make it a public forum and invite the town, the Commission, the liaisons, the Federal agencies (BLM, Forest Service, etc.) and all the business owners for their input. He wants everyone to have a say and provide their input. Chairman Richard Howe clarified in the event of a specific situation, such as a hazmat spill, who he would contact. Mr. Kirkham responded by noting the steps he would take would be to call the Police/Fire/EMS, to make it an isolated incident, call the road and power companies and the Commission to keep people informed.

– What is the key to a successful budget and what are some of the details you would specifically focus on to ensure an accurate budget?

He advised of 2 keys: The first would be to have a strategic plan, and organization (what you're trying to achieve personnel-wise). The second would be the actual budget; to know how much money we would have to spend on such things as logistics, equipment, or personnel. Checks and balances are the key; you need multiple people involved as well as documentation. You would need people who would actually understand why you are assigning something to them; people who would have experience.

– Describe methods you would use to stay informed of activities that could affect the likelihood of an emergency or the response efforts. Share any experience in which you responded successfully to an emergency based on that communication.

One immediate platform would be Twitter; that alone has allowed him to prepare for emergencies that hadn't even been dispatched yet. Social media is huge; that's one of the communications platforms he would use. Director Bunch asked how people would be informed of the coming emergencies: Along with Twitter, a phone sheet of all our

local Fire Depts., law enforcement agencies, and other district authorities would be used. He provided an example that was a notification on Twitter, prior to being dispatched; there was a huge car accident “and we were there in 20 seconds!”

- Why do you consider yourself a qualified candidate for this position? Have you read the Job Description and do you believe that you can perform all of the essential duties and responsibilities with or without a reasonable accommodation?

He did read the Job Description, and feels he can perform all of these duties. He’s the guy who’s usually responding to emergencies, but he’s also had a lot of exposure to many of these requirements. He did his homework, made a 3.9 GPA on the Dean’s List, so his education will allow him to work in this capacity. He added he’s spent 6 years as a Firefighter as well. Commissioner Laurie Carson asked how detailed his exposure was to grants, grant writing, and doing budgets; his reply was that while grants weren’t included in his Job Description he did work directly with those people who have asked his opinion about the grants. He also carried out the requirements specified in the grants, although he wasn’t the one who wrote them. He does feel he’s a good writer, though. In reply to another question from Commissioner Carson, he’s been involved with a variety of things pertaining to budgets, more in the logistical side. He had to preview, sign, and document budgets; with his own budget, he helped with the inventory of tools, equipment, personnel, seasonal employees, etc. He’s never had a budget that he could utilize, but he has helped to screen Departmental budgets. In reply to a query from Director Bunch, he believes with proper training he would be able to do budgets and grant writing.

- Public perception and interaction are key components to the success of this position. What are some areas that you would focus on to ensure positive perception by the community and leadership and what plans or methods would you put in place in order to keep everyone updated and engaged?

Being apprised in any emergency is important; he would have an open door policy for any member of the public, the community, etc., in order to gather their input. He also emphasized that he would have an online presence, although he was uncertain if that would be allowed in this position. Having to talk to the press, etc. ; the biggest thing is communicating with the masses, being available, in contact and with respect to leadership and “having your ducks in a row.” Director Bunch asked if there was no social media or online ability, how would he get word out in the rurals? The reply was the newspaper, sending people out to deliver the news in person, make sure they are apprised and let others know going forward. If it’s a fire, people would hear about it through his office, or someone designated to that position.

- What would success look like in this role for White Pine County? Who would you involve in determining that success?

Adaptability and progress in general would be a success. Public perception, as long as the community, businesses and economic structure are sustained, that too would be a success. From his background, our success would be to meet milestones and to continue to progress.

Director Bunch thanked Mr. Kirkham for his participation in the interview. Commissioner Shane Bybee asked if he might have any questions for the Board; there was one. Mr. Kirkham asked if White Pine County heats their schools with plants/juniper/vegetation; Commissioner Laurie Carson advised David E. Norman Elementary School does that, and it’s called Biomass. He thanked the Board for their time and opportunity to be interviewed.

Chairman Richard Howe advised Mr. Kirkham that several people have come and went over several years, and this Board’s primary concern would be wanting to know his plans, his future; would he be living here? He emphasized “we have a revolving door situation” and need stability in our Emergency Management Director’s position. Mr. Kirkham understood the concern; he stated he wants to be a member of service to the community, and his intent IS to stay here, but as to the future he noted “no one really knows that.” He also asked about places to live here; he can’t find anything, and he’s looked. Commissioner Carson noted we’re working on getting more homebuilders out here. Commissioner Ian Bullis added this position is key; the more stable a community is and the economy shows growth, we’re working hard at bringing investors to come here. Chairman Howe added Mr. Kirkham can contact Director Bunch since both the former Fire Chief and Emergency Management Director shared a home here in Ely. The Board offered to provide him with several contact names as well.

DISCUSSION/FOR POSSIBLE ACTION/APPROVAL OF EMERGENCY MANAGEMENT
DIRECTOR APPLICANT, CAMERON KIRKHAM, UPON HEARING INTERVIEW PROCESS

Chairman Richard Howe entertained a motion to approve. Commissioner Shane Bybee commented that he likes this applicant, and he seems like a "good fit." He envisioned him working with the Fire Chiefs, the Sheriff, and others, and he'd be proud to make the motion. Commissioner Bybee made a motion to hire the Emergency Management Director applicant, Mr. Cameron Kirkham. Commissioner Laurie Carson seconded. Motion carried. The Board welcomed Emergency Management Director Cameron Kirkham on board.

DISCUSSION/FOR POSSIBLE ACTION/APPROVAL OF EMERGENCY MANAGEMENT
DIRECTOR COMPENSATION BASED ON JOB DESCRIPTION AND JOB POSTING

Human Resources Director Tim Bunch highlighted the compensation for the Emergency Management Director on the table, in the amount of \$59,464 as an entry level salary. Finance Director Elizabeth Frances noted the Board needed to specify at what level of step the new Director should start; she listed Step 1 through Step 8 as the choices. Following some discussion, Chairman Richard Howe entertained a motion to approve. Commissioner Ian Bullis made a motion to hire Emergency Management Director Cameron Kirkham at Step 1 Entry Level for \$59,454 annual salary, with a 6 month probationary period, at the end of which would be a re-evaluation. Commissioner Laurie Carson seconded. Motion carried.

ELIZABETH FRANCES, FINANCE DIRECTOR

DISCUSSION/FOR POSSIBLE ACTION/APPROVAL OF MONTHLY FINANCIAL REPORTS FOR
AUGUST 2019

Chairman Richard Howe entertained a motion to approve. Commissioner Ian Bullis made a motion to approve the monthly financial reports for August 2019 as presented. Commissioner Shane Bybee seconded. Motion carried.

DISCUSSION/FOR POSSIBLE ACTION/APPROVAL TO AUTHORIZE FINANCE DIRECTOR TO
COMBINE ALL VERIZON ACCOUNTS OF THE COUNTY UNDER GOVERNMENT CONTRACTING
OPTION TO SAVE MONEY AND REDUCE ACCOUNT MAINTENANCE

Finance Director Elizabeth Frances advised combining these Verizon accounts will save us time, effort, and costs in maintaining the account as well as the associated equipment. She requested the Board to move forward with this. Following brief discussion, Commissioner Ian Bullis made a motion to authorize the Finance Director to combine all Verizon accounts of the County as requested. Commissioner Laurie Carson seconded. Motion carried.

DISCUSSION/FOR POSSIBLE ACTION/APPROVAL TO PROCEED WITH ESTABLISHING A
WHITE PINE COUNTY COMPLETE COUNT COMMITTEE FOR THE 2020 US CENSUS PURSUANT TO
RECOMMENDATION OF THE NEVADA ASSOCIATION OF COUNTIES

Director Frances advised the State and NACO put this together to ensure that everyone will be counted, as the population heavily impacts our Federal funds and programs. She cited the list of interested people in the backup materials and explained that we will have a more accurate count of citizens here in White Pine County by doing this. Following brief discussion, Chairman Richard Howe entertained a motion for approval. Commissioner Laurie Carson made a motion to proceed with establishing a White Pine County Complete Count Committee for the 2020 U.S. Census as recommended by NACO. Commissioner Ian Bullis seconded. Motion carried.

DISCUSSION/FOR POSSIBLE ACTION/APPROVAL TO AUTHORIZE THE FINANCE DIRECTOR
WITH CONCURRENCE OF PUBLIC WORKS DIRECTOR TO SIGN CHANGE ORDERS FOR CONTRACTS
ON CAPITAL IMPROVEMENT PROJECTS AS LONG AS THE CHANGE IS WITHIN CONTINGENCY AND
CONSISTENT WITH GRANTING AGENCY REGULATIONS WHEN APPLICABLE

Finance Director Elizabeth Frances explained that as we go through Capital Improvement Projects with Change Orders, it's important that we do these at the same time as the sidewalks are being done, for example, so they don't have to come back and do it over. She noted that Public Works Director Bill Calderwood concurs with this, and if the Board approves it the project will continue to move forward in a timely fashion. Commissioner Laurie Carson made a motion to authorize the Finance Director to sign Change Orders for contracts on Capital Improvement Projects as long as the change is within Contingency and consistent with granting agency regulations when applicable. Commissioner Shane Bybee seconded. Motion carried.

DISCUSSION/FOR POSSIBLE ACTION/APPROVAL TO RATIFY CHANGE ORDER #4 FOR THE SNPLMA ON THE NEVADA NORTHERN RAILWAY PROJECT IN THE AMOUNT OF \$1,290 TO ADD HANDICAP ACCESSIBLE PAVEMENT TO THE SOUTH ENTRANCE OF THE DORM BUILDING AS GRADING MADE IT POSSIBLE

Director Frances advised that initially the Scope of the Project eliminated the handicap accessible pavement due to there not being enough grade to make it work; however, as the project went forward it was discovered the slope does indeed meet ADA requirements, and therefore it was put in. She added that SNPLMA is good with this. Commissioner Shane Bybee made a motion to ratify Change Order #4 for SNPLMA on the Nevada Northern Railway Project for \$1,290 to add handicap accessible pavement to the South entrance of the dorm building as grading made it possible. Commissioner Ian Bullis seconded. Motion carried.

DISCUSSION/FOR POSSIBLE ACTION/APPROVAL TO AWARD CONSTRUCTION ON SNPLMA WP-10-McGILL BALL FIELD MODERNIZATION AND ADA ACCESS PROJECT TO PEARSON BROTHERS CONSTRUCTION IN THE AMOUNT OF \$642,500 BASED ON THE BID OPENING AND TABULATION INCLUDING ALTERNATE A AND VALUE ENGINEERING DONE BY BASIN ENGINEERING AND DATED SEPTEMBER 18, 2019

Basin Engineering's B.J. AlMBERG advised this was presented when the project bids were opened; the bids came in at a higher amount than the grant funding that was available. To alleviate that, they removed the restroom facilities, which resulted in the reduction being too low and then there was actually an excess of funds remaining. He noted other things were valued in such as toys, additional sidewalks, etc.; he was uncertain how the BLM would view these changes. Director Frances noted the BLM is fine with this other than there are no services (sewer/water/electrical) to the facility; those will be another project for the future. She continued that she's working with a new contact at SNPLMA; that person requested a special account be done in order to have 2 options, namely: (1) Ask for additional funds for the restroom; and (2) ask for additional funds for the restrooms and also the playground equipment. They are fine with us sending these requests in. That being said, she explained we can get this project started and award the bid at the reduced amount that was valued by Basin Engineering. Therefore rather than making this a phased project, it would be a special account instead. Chairman Richard Howe entertained a motion to approve. Commissioner Laurie Carson made a motion to award construction on SNPLMA WP-10 McGill Ball Field modernization and ADA access to Pearson Brothers Construction for \$642,500 based on the bid opening and tabulation, including Alt. A and value Engineering done by Basin Engineering dated September 18, 2019. Commissioner Ian Bullis seconded. Motion carried.

DISCUSSION/UPDATE REGARDING THE COMMISSION'S DIRECTIVE FOR THE COUNTY TO TAKE BACK ACCOUNTING MANAGEMENT OF THE TRI-COUNTY WEED CONTROL FROM LINCOLN COUNTY EFFECTIVE 10/1/19

Director Frances reminded the Commission that effective October 1st we are taking the accounting management of the Tri-County Weed Control from Lincoln County; they will be White Pine County employees and under the WPC Plan. The differences in benefit plans are being addressed, and will be discussed at their meeting of September 30th; results will be brought back to this Board.

DISCUSSION/FOR POSSIBLE ACTION/APPROVAL OF GRANT AWARD FROM THE OFFICE OF VIOLENCE AGAINST WOMEN AT THE U.S. DEPT. OF JUSTICE FOR IMPROVING CRIMINAL JUSTICE RESPONSE TO DOMESTIC VIOLENCE IN THE AMOUNT OF \$499,371 WITH A COUNTY REQUIRED MATCH OF \$-0- FOR THE PERIOD OF OCTOBER 1, 2019 THROUGH SEPTEMBER 30, 2022

Director Frances advised this is the grant that pays for the salary/benefits of our special prosecutor for Victim & Witness Services. The required match has been budgeted and previously authorized. Commissioner Laurie Carson made a motion to approve the grant award from the Office of Violence Against Women at the U.S. Dept. of Justice in the amount of \$499,371 with a County required match of -0- for the period October 1, 2019 through September 30, 2022. Commissioner Shane Bybee seconded. Motion carried.

CONSENT AGENDA: DISCUSSION/FOR POSSIBLE 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

Chairman Richard Howe entertained a motion for approval. Commissioner Ian Bullis made a motion to approve the Consent Agenda as presented. Commissioner Laurie Carson seconded. Motion carried.

UNTIMED ITEMS

DISCUSSION/FOR POSSIBLE ACTION/APPROVAL OF A REQUEST FOR A VARIANCE ON APN 006-03-110, 70 WEST 2ND SOUTH STREET, LUND, NV

WPC Clerk Nichole Baldwin advised this agenda item was withdrawn by the requestor.

DISCUSSION/FOR POSSIBLE ACTION/APPROVAL OF MINUTES FROM THE REGULAR COUNTY COMMISSION MEETING HELD ON:

August 14

August 28

Clerk Baldwin advised the August 28th set of minutes wasn't available until this morning, and she requested that set of minutes be tabled as the Board hadn't had sufficient time for review. Chairman Richard Howe entertained a motion to approve the August 14 set of minutes. Commissioner Laurie Carson made a motion to approve the August 14 set of Commission minutes as presented. Commissioner Shane Bybee seconded. Motion carried.

PUBLIC COMMENT

There was none.

ADJOURNMENT

There being no further business to discuss, Chairman Richard Howe adjourned the meeting at 11:40 a.m.

BOARD OF COUNTY COMMISSIONERS
COUNTY OF WHITE PINE
STATE OF NEVADA

BY:



CHAIRMAN

ATTEST:



WPC CLERK OF THE BOARD