

Pursuant to NRS a workshop meeting of the Nye County Board of Commissioners, Nye County Board of Highway Commissioners, Nye County Licensing and Liquor Board, as the Nye County Board of Health, as the Governing Body of the Unincorporated Town of Pahrump, as the Governing Body of the Unincorporated Towns of Beatty, Belmont, Gabbs, Manhattan, and Railroad Valley, and as the Board of Trustees for the Pahrump Pool District, was held at 10:00 a.m. in the Commissioners' Chambers, 2100 E. Walt Williams Drive, Pahrump, Nevada.

John Koenig, Chair
Dan Schinhofen, Vice-Chair
Lorinda Wichman, Commissioner
Butch Borasky, Commissioner
Donna Cox, Commissioner
Sandra L. Merlino, Ex-Officio Clerk of the Board
Angela Bello, District Attorney
Sharon Wehrly, Sheriff
Tim Sutton, County Manager

Also present: Kelly Sidman, Deputy Clerk; Lorina Dellinger, Assistant County Manager; Samantha Tackett, Administrative Manager; Savannah Rucker, Comptroller

Sheriff Wehrly was not present at this time.

1. Pledge of Allegiance

The Pledge was recited.

2. GENERAL PUBLIC COMMENT (Three-minute time limit per person.) Action will not be taken on the matters considered during this period until specifically included on an agenda as an action item (first).

There was none.

PAHRUMP VALLEY FIRE & RESCUE

7. For Possible Action – Discussion and deliberation to 1) adopt, amend and adopt, or reject the amended FY18 Public Safety and Use Tax (PSST) plan for Pahrump Valley Fire Rescue; and 2) adopt, amend and adopt, or reject the FY19 Public Safety and Use Tax (PSST) plan for Pahrump Valley Fire Rescue.

Commissioner Borasky made a motion to approve contingent upon County Manager review; seconded by Commissioner Schinhofen.

Commissioner Wichman asked if new positions could be financed through the PSST funds.

7. For Possible Action – Discussion and deliberation to 1) adopt, amend and adopt, or reject the amended FY18 Public Safety and Use Tax (PSST) plan for Pahrump Valley Fire Rescue; and 2) adopt, amend and adopt, or reject the FY19 Public Safety and Use Tax (PSST) plan for Pahrump Valley Fire Rescue-Cont'd.

Commissioner Koenig said yes as long as they continued to be financed by the PSST.

Fire Chief Scott Lewis explained the 2018 PSST in the back-up was a housekeeping issue because they amended it to reflect the ongoing expenses regarding the additional personnel added as rovers. The 2019 proposal was what they were asking to spend in the upcoming fiscal year.

The motion to approve contingent upon County Manager review passed with 5 yeas.

Sheriff Wehrly was present.

3. 10:00 – Presentation and discussion of the Nye County tentative budget for Fiscal Year 2018-2019 (FY19).

Savannah Rucker reviewed the FY19 budget revenue assumptions noting it was conservative revenue budgeting with specific budget line items. While preparing for the worst and hoping for the best she was taking care of the largest sources of revenue by budgeting conservatively.

Mrs. Rucker said the FY19 assumptions included salaries and benefits such as position budgeting. Step and other pay increases were included in the tentative budget as well as the 1.8% for NCEA and NCLEA, COLA, and the statutory step increases of 3% for elected officials. All departments' services and supplies budgets would remain consistent with the exception of increases to contractual obligations and utility agreements. In total, the general fund services and supplies increase for utilities was \$69,550.00 across all departments and an increase of \$442,248.00 in the contracts the departments had been absorbing.

Mrs. Rucker next discussed Senior Nutrition, Veterans Services, and the Health Self-Insurance Fund. Regarding the Veterans Services, she said the Board approved a resolution in October, 2017, to create the Veterans Services Fund with \$35,000.00 transferred from the general fund annually. The brothel work card money was also deposited into the general fund and transferred in to the Veterans Services Fund.

Commissioner Koenig suggested putting the \$65,000.00 in the Veterans Services Fund rather than moving it from the general fund.

Mrs. Rucker said she would amend the final budget column to reflect that decision.

Mrs. Rucker then talked about the Health Self-Insured Fund, which was an interesting opportunity for the County. Currently the dental and vision insurance was through

3. 10:00 – Presentation and discussion of the Nye County tentative budget for Fiscal Year 2018-2019 (FY19)-Cont'd.

Ameritas and the County was not self-funded. Self-funded meant the County would cut the check for the services instead of paying the company to oversee the bills and pay the expenses. This essentially would be a switch of how these types of insurances were funded through the County with the oversight still being handled by the dental/vision provider and the County cutting the checks for the services

Commissioner Schinhofen asked if extra staff would be needed to review the claims and if money would be saved.

Human Resources Manager Danelle Shamrell explained there was no need for additional staff to review claims because the County would contract with Ameritas as its third party administrator and pay a nominal fee for them to administer the plan. The premiums would sit in the County's bank account and if at the end of the year it was discovered that more fees were collected than needed they could be used to reduce premiums the following year. She felt it was a good opportunity to look at self-funding on a small scale.

Commissioner Koenig asked what would happen if the expenses were more than the money taken in.

Kevin Monaghan from LP Insurance said self-funding always had risks. He pointed out the degree of consistency in the dental and vision claims over the last five years had been remarkable and while there was a risk that claims would exceed what was expected, it was very low for Nye County. If that happened, then the County would adjust the cost it was charging itself for the coverage and paying the claims.

Regarding the Agricultural Extension, Mrs. Rucker advised it did not have a tax rate in Nye currently, but it could be funded via operating transfer by either the County or Pahrump.

Commissioner Schinhofen stated with the County amount and adding \$25,000.00 from the town he had been assured there would be full-time person in Pahrump and up north along with another part-time person in Pahrump.

Commissioner Wichman said she would like to see it returned to the tax bill, however, she was concerned with taxing all County residents while all services were operating in Pahrump.

Mrs. Rucker advised the tax rates had been sent to DTAX for FY19 so the transfer in would be done and it would then be put on the bill for FY20.

3. 10:00 – Presentation and discussion of the Nye County tentative budget for Fiscal Year 2018-2019 (FY19)-Cont'd.

In summary, the FY18 beginning fund balance was \$7.312 million and the projected revenues were \$38.998 million for total available resources of \$46.311 million. Departmental expenditures were anticipated at \$35.479 million and operating transfers out were \$2.040 million resulting in a projected ending fund balance of \$8.792 million. The operating transfers out were a capital transfer out for net proceeds anticipated at about \$1.6 million; the need to provide support to the operation fund for the airport; and the 911 fund needed help during FY18. The building fund would also need support because there were expenses in that fund that exceeded the revenue being generated.

Regarding the airport, Commissioner Borasky asked Mrs. Rucker to provide him with the number of airplanes flying in and out of each airport and what they were paying to do that. He then asked if the money set aside for the building over here was still sitting somewhere, to which Mrs. Rucker responded it was in the bond proceeds fund.

Turning to the FY19 budget, Mrs. Rucker advised the beginning balance was budgeted at \$8.7 million with revenues of \$38.9 million for total available resources of \$47.7 million. Expenditures were budgeted at \$36.6 million and intergovernmental and operating transfers out were \$1.6 million resulting in a projected ending fund balance of \$8.869 million. She said the maximum recommended funds available for FY19 department budget requests was \$1 million.

Commissioner Cox asked how much money was in the bond proceeds fund for that building, which Mrs. Rucker said she would get for her.

The Board took a brief recess.

Mrs. Rucker advised Commissioner Cox the bond proceeds fund, which was where the funds were sitting for the one-stop shop, was budgeted for \$1,099,428.00 in FY19. No further expenditures were anticipated for that building in FY18.

Tim Sutton added he had been looking into that and talking with Mark Schwinkendorf from B&G. During those discussions new information was received about how much money was available which had increased the possibilities. Mr. Sutton had wanted to hold off until after this meeting and the Board decided about position counts before making any big building decisions.

Commissioner Borasky asked how much money had been spent on that building already. Mrs. Rucker said she would provide that information to him.

PLANNING

20. Presentation and discussion of departmental budgetary requests for FY19.

Planning Director Brett Waggoner reviewed his request for a counter tech, a planning tech II, and a code compliance officer.

Commissioner Wichman pointed out that a new ordinance for SUPs was proposed, yet there were no requests to put people back in the center part of Nye County. If that ordinance passed in June the whole Planning Department would still be in Pahrump and Mr. Waggoner would have to pay people to travel to Tonopah. She further noted that there had not been a planning person in Tonopah since Kelly Harris retired.

Mr. Waggoner said if the SUP ordinance was approved it would be for new projects and he did not foresee a whole lot of activity in the next 12 months. He definitely thought that FY20 would probably warrant staff in that office.

Regarding Code Compliance, Commissioner Wichman said she did not know how many complaints in Pahrump required Code Compliance to check things, but she did know how many there were from Gabbs, Tonopah and Round Mountain, yet there was no Code Compliance Officer up there. She suggested Mr. Waggoner look at that number for placement of a Code Compliance Officer.

Commissioner Schinhofen said he was not sure about a planning tech II at this point. He would like Mr. Waggoner to look at something for the central part of the County and bring the cost of that back at the next workshop.

Commissioner Wichman felt placing a combination of all the people Mr. Waggoner was looking for in Tonopah would eliminate a lot of the problems experienced there and would be extremely helpful to the people in the area.

Commissioner Cox asked if the total increase to \$56,879.00 was an increase to the wages made now or if the wages were included in that.

Savannah Rucker explained that was the total increase to the department if the Board prioritized this to be filled in FY19. She also pointed out there was a request for a services and supplies increase of \$12,500.00.

Mr. Waggoner explained that was for some new equipment, additional training for new personnel and continued training for existing personnel. He would also have to consider if putting a person in Tonopah would require another license.

SITTING AS THE GOVERNING BODY OF THE UNINCORPORATED TOWN OF PAHRUMP

4. 10:15 – Presentation and discussion of the Town of Pahrump tentative budget for Fiscal Year 2018-2019 (FY19).

Savannah Rucker reviewed the Town of Pahrump budget forecast for FY19. She said the budget assumptions for revenues were similar to the County with conservative revenue projections in FY18 to allow a buffer for any capital projects to complete in FY18. She was also budgeting conservatively in FY19 to ensure there were no cash flow issues and delinquencies could be dealt with. A large chunk of the FY19 budget expenditures were for capital projects, which was why expenditures far exceeded revenues for FY18 and FY19, but there was also a large ending fund balance from previous years being utilized to execute the projects so the regular operations excluding capital were well within the means. In summary, the beginning fund balance for FY19 was \$2.815 million with anticipated revenues of \$4.7 million resulting in total available resources of \$7.5 million. Departmental expenditures were \$6.3 million and intergovernmental operating transfers were \$250,000.00 for a projected ending fund balance for FY19 of \$971,390.00. Mrs. Rucker said the maximum recommended funds available for FY19 department budget requests was \$350,000.00.

BUILDINGS & GROUNDS

5. Presentation and discussion of departmental budgetary requests for FY19.

Matt Luis said a lot of the projects did get rolled over, but they were able complete some major projects like the Ian Deutch Park project. He said they had been moving forward as far as they could, but they had been short on manpower this year and were getting behind.

PAHRUMP VALLEY FIRE & RESCUE

6. Presentation and discussion of departmental budgetary requests for FY19.

Fire Chief Scott Lewis reviewed his request for three additional people, one person per platoon, who would all be firefighters/paramedics and assigned to a particular station. He also discussed how he would like to reoccupy the station at Bell Vista and Barney which they owned.

Commissioner Koenig pointed out that an increase of \$350,000.00 could be supported and these two requests would exceed that.

Commissioner Schinhofen asked if only two people were added if Fire Chief Lewis would still be able to open Bell Vista.

Fire Chief Lewis said yes and it was just a matter of simply placing the staff in the facility, but there would be one platoon that would be shy.

SHERIFF

8. For Possible Action – Discussion and deliberation to adopt, amend and adopt, or reject the FY19 Public Safety and Use Tax (PSST) plan for the Town of Pahrump.

Commissioner Schinhofen made a motion to approve contingent on County/Town Manager review for compliance; seconded by Commissioner Wichman; 5 yeas.

FINANCE

9. For Possible Action – Discussion and deliberation to: 1) prioritize Town of Pahrump department budget requests for FY19; and either 2) approve to fund in FY19; or 3) request staff return request(s) on an agenda after the first quarter of FY19 lapses.

Savannah Rucker displayed a spreadsheet showing the total available funding of \$350,000.00 and how approving each item requested in addition to the Agricultural Extension funding would affect that available funding. As the Board discussed the various options she made real-time updates to the spreadsheet. The final adjustments resulted in exceeding the available funding by \$102,000.00, however, Mrs. Rucker felt with the conservative budgeting in FY18 that would not be a stretch.

Commissioner Schinhofen made a motion to approve this item; seconded by Commissioner Borasky; 5 yeas.

SITTING AS THE GOVERNING BODY OF UNINCORPORATED TOWNS OF BEATTY, BELMONT, GABBS, MANHATTAN, AND RAILROAD VALLEY

MANHATTAN

10. For Possible Action – Discussion and deliberation to adopt, amend and adopt, or reject the FY19 Public Safety and Use Tax (PSST) plan for the Town of Manhattan.

Commissioner Wichman made a motion to approve contingent upon County Manager review of NRS compliance; seconded by Commissioner Schinhofen; 5 yeas.

Commissioner Wichman mentioned the need to look at the Manhattan Utility Fund to make sure it was making enough money to pay for future expenses.

SITTING AS THE BOARD OF COUNTY COMMISSIONERS

ASSESSOR

11. Presentation and discussion of departmental budgetary requests for FY19.

Assessor Sheree Stringer reviewed her request for a part-time clerk to be moved up to a full-time clerk in her Tonopah office and two part-time data collectors in Pahrump. She said that was brought back to her for a full-time data collector, but she would much rather have two as it was too hard to have one data collector working for two appraisers trying to split their time.

DISTRICT ATTORNEY

12. Presentation and discussion of departmental budgetary requests for FY19.

District Attorney Angela Bello reviewed the standards of caseloads adopted by the American Bar Association noting the deputy district attorneys in her office well exceeded the recommended caseload levels. She also discussed the body worn cameras which would be mandated July 1, 2018, and would require one deputy district attorney to handle discovery requests. She said she actually needed nine more deputy district attorneys, but was only asking for one deputy district attorney, one support staff, and one staff in Tonopah. She was also running out of space which would have to be addressed in the future by either expanding the current facility or moving into another one.

SHERIFF

13. Presentation and discussion of departmental budgetary requests for FY19.

Sheriff Wehrly reviewed her list of requests. Regarding the two body worn camera positions, she explained there was a lot of data coming in and it was taking a lot of time to go through the tapes. These positions would also handle editing, review, sending out, and resetting the body worn cameras.

Lieutenant David Boruchowitz said the body worn camera program not only involved redaction. It was virtually a non-stop process and the requested personnel would also handle technical assistance as well as installation and maintenance of the cameras.

Commissioner Schinhofen thought IT did that.

Lieutenant Boruchowitz said IT was not involved in touch screens malfunctioning. He noted the original request was to have an IT person as well, but that shifted away because of the lack of 911 money.

**13. Presentation and discussion of departmental budgetary requests for FY19-
Cont'd.**

Commissioner Schinhofen did not see the value of having a sworn officer tinkering with something that was not working. It made more sense to beef up the IT Department to help with that.

Lieutenant Boruchowitz advised these would be civilian positions, not sworn officers.

Sheriff Wehrly added they were not really doing IT work. They were doing the quick fixes and troubleshooting so her office did not have to tie up an IT person all the time.

Commissioner Cox asked if any of this cost fell under the warranties for the cameras.

Lieutenant Boruchowitz advised there was no on-site warranty for that type of work.

Sheriff Wehrly then discussed her request for a training coordinator. In the past her office had taken a regular deputy and put him in a training coordinator position, but she would really like to have a training person who was a sworn police officer. She explained that since there had never been a job description for this position they had developed one based on information from several different agencies.

Commissioner Wichman asked if the description had to be approved by the bargaining unit and how long that process usually took.

Danelle Shamrell confirmed it did. As far as how long that would take, she said that depended on the bargaining unit. She explained her office would usually develop the description and do a job analysis of what the position paid in like counties. She noted the Sheriff was putting this position in as a deputy, but Mrs. Shamrell did not know if it was as the first time she saw this was when the back-up was posted.

Sheriff Wehrly next talked about her request for a school resource officer. She would like to put four resource officers in the Pahrump schools and two in the northern area.

Commissioner Schinhofen thought a school resource officer would be good, but he would like to talk with the School Board since their budget was twice what the County's was to see if they could defray some of the cost.

Sheriff Wehrly advised she had been talking with Dale Norton and he was looking for some grants to help.

Going back to the body worn camera positions, Commissioner Schinhofen said he wanted to hear from IT as he did not want to duplicate positions within the County.

13. Presentation and discussion of departmental budgetary requests for FY19-Cont'd.

Commissioner Wichman said she was not concerned with the DARE officer position as that position had existed. However, she was concerned with the process that would have to be gone through with the union for the other six positions.

Mrs. Shamrell said another concern was if these people were coming in as deputies with a unique job description then in order for them to be considered police/fire the position would have to be considered by PERS.

Commissioner Cox said she would rather see six deputies hired for the streets and that the School District should find a place for the resource officers in their budget.

The Board was in recess until 1:30 p.m.

Dale Norton, Nye County School District Superintendent, discussed the resource officers. The four resource officers the County had were paid for by grants which could not be sustained. Mr. Norton stated school resource officers were important and needed whether they were funded by the School District or the Sheriff's Office.

Commissioner Borasky asked Mr. Norton if the School District could fund half of this.

Mr. Norton said he did not have a number.

Commissioner Schinhofen said it was \$431,760.72, to which Mr. Norton responded no as that was a huge chunk of their ending fund balance.

Commissioner Schinhofen asked if Mr. Norton had any room in his budget for one officer at \$71,960.00, or even part of it.

Mr. Norton advised because of the recent events and the importance of resource officers and the commitment the Sheriff's Office had made to the School District over the 28 years he had been here, the School District budgeted \$50,000.00 to go toward helping support the time, effort and energy the Sheriff's Office put into the schools.

Moving on to her request for two Animal Control Officers, Sheriff Wehrly said there were currently four, three that went up to Beatty and one in Tonopah that took care of that area. They were now receiving about 4,600 calls and she wanted Emergency Services Director Vance Payne to give a little bit of background on that as originally Animal Control was in his department and there had been quite a boost in the number of calls since then. She added there were training requirements for Animal Control Officers that deputies did not have so either the deputies would have to be trained or more Animal Control Officers hired to handle the influx of calls.

13. Presentation and discussion of departmental budgetary requests for FY19-Cont'd.

Commissioner Schinhofen said he was supportive of this because the shortage of Animal Control Officers had allowed violations to go unaddressed.

Commissioner Cox asked if the 4,600 calls were over a one year period.

Mr. Payne said that was a month and just in Pahrump. Speaking to the training issues, he explained that as a County they were required to train people who carried the title Animal Control Officer to a standard developed by the National Animal Control Association. That training was significantly different than what peace officers received because they were dealing with not only the laws of animal control but also the handling of them. When Animal Control was in his department they took on average 5,000 phone calls a month, which they managed to reduce to 2,000 calls by sifting through them to reduce the number of responses needed. The Sheriff's dispatchers did not have time to do that so the calls skyrocketed. He said the issues up north were significantly different as it was more policing of the issues than anything else, but that did not work in Pahrump.

Regarding the request for the administrative technician, Sheriff Wehrly explained that was for the body worn cameras also.

Savannah Rucker advised the admin tech full-time could be crossed off the list. She received two separate sets of back-up and thought they were asking for four positions.

Sheriff Wehrly then explained the evidence tech was for miscellaneous duties such as receiving, storing, and releasing property to the rightful owner, maintain the security and witness the destruction of evidence and property along with random transporting of evidence and receiving of evidence from various agencies. Right now she had a part-time person which meant the evidence area was only open part-time. She would like to have that area open all the time so she could send evidence to the lab without having to close down the shop.

Danelle Shamrell pointed out the Sheriff was asking for an evidence tech II which was a position that did not exist. The amounts attached to this were based on the current evidence tech job description and pay scale so the "II" could be crossed off.

Lieutenant Boruchowitz advised he had talked to IT at lunch. It had been assumed that the position IT was putting in for was the position discussed, but the position IT put in for was to fill another vacant position. He referred back to the original plan to have an IT person do the computer and networking side of things and the admin techs do the supplemental in-agency tasks.

14. For Possible Action – Discussion and deliberation to adopt, amend and adopt, or reject the FY19 Public Safety and Use Tax (PSST) plan for Nye County.

Commissioner Wichman made a motion to approve; seconded by Commissioner Schinhofen; 5 yeas.

JUSTICE(S) OF THE PEACE

15. Presentation and discussion of departmental budgetary requests for FY19.

Tonopah Justice of the Peace Jennifer Klapper reviewed her request for a new position. She advised they were on their third year of an upward trend of case filings and their caseload had more than doubled as well as their collections. Additionally, she had three employees who were eligible to retire in the next three years. Judge Klapper advised her office was strongly cross-trained and succession planning was a big concern to her as training a deputy clerk took about three years.

FINANCE

16. Presentation and discussion of departmental budgetary requests for FY19.

Savannah Rucker reviewed her request for a grants administrator position. She currently had a contracts administrator and a grants administrator merged into one position. It was very cumbersome for one job to be done 100%. The goal of this position was to separate out the contracts and grants duties from each other and have two individuals working on each type. That would also allow pursuit of new grants for the County which the cost of the position could be built into.

HEALTH & HUMAN SERVICES

17. Presentation and discussion of departmental budgetary requests for FY19.

Karyn Smith reviewed her request for a secretary I position for the Public Guardian's Office. A Deputy Public Guardian was hired in May to do 60% Public Guardian and 40% Health and Human Services, but she had not been able to do any of the Health and Human Services tasks to date. Also, her current secretary I in Health and Human Services was doing 25% to 50% Public Guardian on top of her Health and Human Services duties.

HUMAN RESOURCES

18. Presentation and discussion of departmental budgetary requests for FY19.

Human Resources Manager Danelle Shamrell reviewed her requested to take a part-time with benefits position to a full-time position. Currently Human Resources did payroll for 531 people and supported about 457 between the town and County.

INFORMATION TECHNOLOGY

19. Presentation and discussion of departmental budgetary requests for FY19.

IT Director Brad Adams reviewed his request for one client support technician for the Pahrump office who would also assist in the Tonopah office. He explained the position handled the deployment, maintenance and set up of PCs, software and peripheral hardware throughout the County and various towns, and the lack of a client support technician was putting pressure on other positions. Addressing the cameras, Mr. Adams advised historically they were maintained in other departments, but there was a transition happening. The cameras being used now were IP-based with cloud-based storage for five years and retention software. As the end of those five years approached it would need to be determined whether that was something that would have to be migrated and placed in a different format or maintained on the existing cloud contract.

Commissioner Schinhofen wanted staff to consider giving IT two positions with one dedicated to the Sheriff's equipment and when not needed for that they could work on other things.

FINANCE

21. For Possible Action – Discussion and deliberation to: 1) prioritize Nye County department budget requests for FY19; and either 2) approve to fund in FY19; or 3) request staff return request(s) on an agenda after the first quarter of FY19 lapses.

Savannah Rucker advised the recommended available funding for budget increases this fiscal year was \$1 million. She then displayed a spreadsheet and filled in all the departmental requests, which significantly exceeded that budget.

Extensive discussion ensued among the Board, department heads and the Comptroller on which requests to fill while Mrs. Rucker made various real-time changes to the spreadsheet. Ultimately all non-critical requests were either decreased or eliminated which resulted in exceeding the \$1 million budget by \$240,539.09. It was Mrs. Rucker's opinion that could be absorbed and she said she would bring the budget back for Board approval with the changes.

Commissioner Schinhofen suggested instead of handing the Agricultural Extension the \$50,000.00 that the County house it and they could bill against it as they provided services so results for that money would be seen.

Commissioner Koenig confirmed with the other Commissioners that they were all in favor of the budget adjustments.

22. GENERAL PUBLIC COMMENT (Three-minute time limit per person.) Action will not be taken on the matters considered during this period until specifically included on an agenda as an action item (second).

There was none.

23. ADJOURN

Commissioner Koenig adjourned the meeting.

APPROVED this 5th day ATTEST:

Of June, 2018.



Chair



Nye County Clerk / Deputy