



LINCOLN COUNTY BOARD OF COMMISSIONERS

January 4, 2016
Commission Chambers
Lincoln County Courthouse
181 Main Street
Pioche, Nevada

Commissioners

Paul Mathews
Kevin Phillips, Chair
Adam Katschke, Vice Chair
Paul Donohue
Varlin Higbee

#1-CALL TO ORDER/ROLL CALL/INVOCATION/PLEDGE OF ALLEGIANCE

Kevin called the meeting to order at 9:03 a.m. Clerk Lisa Lloyd called the roll.

PRESENT: PAUL DONOHUE
ADAM KATSCHKE
KEVIN PHILLIPS
PAUL MATHEWS
VARLIN HIGBEE

LISA LLOYD, Clerk
DANIEL HOOGE, District Attorney

There is a quorum present and the agenda was posted on 12-29-15. The Invocation was offered by Varlin and Kevin led the Pledge of Allegiance.

#2-PUBLIC COMMENT

Kevin called for public comment. None offered.

CONSENT AGENDA

- #3 Approve/Deny minutes of the December 21 meeting.
- #4 Approve/Deny original and renewed business licenses according to staff recommendations (an itemized list of business licenses is available for public review in the Building Department prior to the meeting).

Adam made a motion to approve the consent agenda; seconded by Paul D. All voted in favor.

#5-VOUCHERS

Recorder/Auditor Leslie Boucher presented the cash balance report. General County has a balance of \$1,118,367.84 with estimated expenditures being \$177,281.91. General County will have a balance of \$941,085.93. Paul D. advised that shrimp was purchased at the Detention Center for approximately \$25 for the box. The Board agreed to pay this amount. **Adam made a motion to approve the vouchers as presented with the exception of the LCTS and Mountain Merc vouchers; seconded by Varlin. All voted in favor. Adam made a motion to approve the LCTS vouchers; seconded by Varlin. Paul D. disclosed he is an employee of the telephone company; he abstained. Motion carried. Adam made a motion to approve the Mountain Merc vouchers; seconded by Varlin. Kevin disclosed that he is part owner of the Merc; he abstained. Motion carried.**

#6-OFFICER/DEPARTMENT HEAD REPORTS

SENIOR NUTRITION/LC TRANSPORTATION DIRECTOR Toni Acuff advised that a couple of people have fallen at the Alamo Senior Center. They are using the door on the south side instead of the handicapped accessible door. Toni will put a sign up advising people to use the handicap accessible door. Toni advised that her Caliente homemaker is going to have surgery and will be off for a couple of weeks. Toni asked if she can use Athena to fill this position while the individual is recovering. Yes. **CLERK** Lisa Lloyd advised that the Board needs to reappoint members, or find new ones, for their advisory boards. Several terms expired at the end of 2015. There was some discussion concerning the manner in which individuals are appointed to advisory boards. Kevin asked Denise to put a notice in the newspaper asking for the submission of letters of interest from the public to serve on these boards. Lisa will email the secretaries of the current boards to see if any of those serving are interested in staying on. This item will be on the next agenda. **BUILDING/PLANNING**

DIRECTOR Cory Lytle discussed the Alamo Senior Center, which was included on the list of capital improvement projects. When projects need to be prioritized in the upcoming budget process, the Board might want to add automatic door opener to the list. The list of improvements is a mile long and will need to be discussed during budget hearings. Adam asked if it is possible to get handicap access on that side of the building through CDBG. This is a question for the Grants Administrator. If grant funds are awarded, it may still be 2-3 years before the improvement is put in place. There used to be a ramp on the south side of the Alamo Senior Center. There's a ramp on the other side. Paul D. suggested that funds be spent to build a ramp on the south side. Cory responded that this is something that should be prioritized during the next budget year. Paul D. stated that if someone falls then the County will be responsible for paying for it; this lack of a ramp should be looked into.

#7-HIGHWAY COMMISSION

This item was handled under a separate agenda.

#8-LINCOLN COUNTY FIRE DISTRICT

This item was covered under a separate agenda.

#9-LIQUOR BOARD

This item was covered under a separate agenda.

#10-PAHRANAGAT LAKE/ASH SPRINGS ASSESSMENT

Adam made a motion to approve the special assessment for FY 2016-2017 for the Pahrnagat Lake and its tributaries/Ash Springs in the amount of \$24,907.95; seconded by Paul M. All voted in favor.

#11-PAHRANAGAT LAKE ASSESSMENT

Paul M. made a motion to approve the special assessment for FY 2016-2017 for the Pahrnagat Lake and its tributaries in the amount of \$22,202.57; seconded by Adam. All voted in favor.

#12-AUDITOR DESIGNATION

This item concerns the designation of an auditor or auditing firm for the 2015-2016 budget year as required by NRS 354.624. Bret Whipple addressed the Board. A letter of interest has been submitted. Bret has been a CPA for over 20 years and he's done Alamo Sewer and Water audit for approximately 20 years. Bret brings the experience that the County needs as well as a unique understanding of the County as he was born and raised here. Bret is interested in being appointed to fill this requirement. Adam asked Bret about accessibility. Bret responded that the County would have his cell phone and he would make himself available. LC would be a priority for Bret and he has another CPA that works for him full time. The County would have access to Bret at any time, unless he is in trial. Bret indicated that he understands that availability is an issue. Kevin commented that he assumes Dan McArthur's firm is applying for this position as well. **Paul D. made a motion to appoint Dan McArthur and his firm; seconded by Paul M.** Varlin asked if it would hurt to have someone with a different perspective be appointed. **Varlin was opposed. Motion carried 4-1.** Bret asked to be on next year's list as well. Adam suggested that bids be taken at the end of the year.

#13-APPOINTMENTS – MUSEUM BOARD

Denice Brown advised that letters of resignation haven't been received. Denice, Kathy Hefner, and Jack Lee are the only members attending meetings. Denice advised that they haven't enough people to hold a meeting. Denice advised that the museum received a \$10,000 donation a couple of weeks ago. The board hopes to repair the back area and the roof with this amount. **Varlin made a motion to authorize the advertisement of two positions on the Museum Board; seconded by Paul D. All voted in favor.**

#14-APPOINTMENTS – BOARD OF EQUALIZATION

Adam suggested Dennis or Amy Sonnenberg, Cheryl Johnson, and Cory Wadsworth. **Paul D. made a motion to appoint Cory Wadsworth to the Board of Equalization; seconded by Varlin. All voted in favor. Paul M. made a motion to appoint Amy Sonnenberg to the Board of Equalization; seconded by Varlin. Paul D. abstained as Amy is his sister-in-law. Motion carried.**

#15-APPOINTMENT – BROWNFIELDS COALITION

Paul D. made a motion to appoint Adam to the Brownfields Coalition; seconded by. All voted in favor.

#16-TREASURER AS SIGNER ON ALL ACCOUNTS

Treasurer Shawn Frehner advised that our independent auditor, Dan McArthur, suggested that the Treasurer be a mandatory signer on all accounts opened under LC's taxpayer ID number. Shawn is aware of those that forward their statements to her but she isn't aware of all of them. Shawn found something in Statute that says the Treasurer is responsible for all public monies. She wasn't able to find one that requires the Treasurer to be a signer on all accounts. Dan feels that if there is a problem then there won't be issues with closing the account or gaining access to the account. Shawn feels that this is good business sense simply because it will make things easier. Shawn requested information from NV Bank & Trust; she was aware of four accounts that we had there but it turns out we have about 12. That means these accounts aren't being audited. Paul M. stated that discovering unknown accounts is enough of a need to have Shawn as a signer. With the Fair Board, the statements should be coming to the Treasurer but that isn't happening. Some of the entities are very good about getting the statements to the Treasurer's Office. **Paul M. made a motion to have the Treasurer be an authorized signer on all accounts opened under LC's taxpayer ID number; seconded Paul D. All voted in favor.**

#17-BREAST CANCER GRANT ACCOUNT RESOLUTION

This item concerns a resolution for the creation of the Susan G. Komen grant account. Dan McArthur has advised that the authority for this account to be opened the way it was was incorrect. Dan asked that this account be closed. An account can't be opened with the authorization of the Commission. Dan asked that a new account be opened in the same manner as the one that the Fair Board opened. Shawn stated that it would be better if the Susan G. Komen account was run the same as the Fair Board. Elaine Zimmerman, Grants Administrator, advised that the account was opened in 2004. We haven't had a need to use any of these grant funds until recently. **Paul M. made a motion to approve the resolution creating the petty cash account for the Breast Cancer Grant account; seconded by Paul D.** Adam asked why there is a reason for another account when we have so many others. Yes, there were remaining grant funds from this award and these funds are being used for the intent that they were awarded. Adam asked if an account custodian shouldn't be named in the resolution. The Board agreed that the Grants Administrator position should be listed. The account will be opened and reimbursed to maintain a balance of \$1,500; reimbursement comes from Fund 23 and will take place until the grant is gone. Currently there is approximately \$600 in the account. Shawn suggested that wording be included that the account will be closed once the funds are completely depleted. **All voted in favor.**

#18-QUARTERLY JAIL TOUR

No action was taken on this item as Varlin and Paul M. will make the tour today.

#19-COMMISSIONER REPORTS

COMMISSIONER ADAM KATSCHKE **COMMISSIONER PAUL DONOHUE** advised that February 3 at 8:30 a.m. will be the roads meeting with BLM.

#20-PUBLIC COMMENT

Kevin called for public comment. Denice Brown reminded the Board members of the mandatory training this Thursday. Sheriff Kerry Lee advised that he has a problem getting his employees to this training. He will get as many as he possibly can to attend.

#21-ADJOURN

There being no further business for the Board to attend to, Kevin adjourned the meeting at 10:43 a.m.

Attest: _____ Approve: _____