

Pioche Town Board Meeting Minutes



May 9th, 2023
Pioche Fire Station
Airport Road
Pioche, Nevada

1. Call to Order/Roll Call/Open Meeting Compliance

Called to order at 6pm. All town board members present - John Christian, Phyllis Robistow, Sharron Faehling, Duaine Cowley, Larry Stever. In compliance with open meeting laws.

2. Public Comment

John called for public comment. None offered.

3. Approve/Deny Minutes

John corrected one word on page 2 terminology about the **pool** being somewhat ready. Minutes were approved as corrected with no further discussion.

4. John motioned to move to item 14 for Pool Manager Update-review pool opening, lifeguard training, policies, fees, swimming lessons, etc.

Sara Griffin spoke to the town board about scheduling Henry for lifeguard certification and training. Caliente trying to open pool by memorial weekend. Pioche lifeguards not in town for sports not able to attend. Sara presented waivers to Dylan to review. Dylan revised it and sent it to Insurance and they said they will have it back to Dylan by middle of May for revisions. Sara has a risk management meeting she is attending through Zoom mid May. John asked what target opening date is. Sara said 5th of June for opening and training is to be June 1-2 but Sara is trying to schedule a different date and

she has not heard back from Henry yet. Sara said Jessica and Michelle have been working on the pumps and chemicals. Pump is ordered and arrived last week. Sharron asked if Sara needs anything from town board. Suzanne asked how many lifeguards will be hired. Sara said she's hired 7 guards; 1 guard will be leaving for college later on in the season. Sara would like 1 extra kid to apply. Sara is providing swim lessons in the morning. Dylan is double checking on legalities. Swim lessons to be provided all summer. John Stever mentioned boys aren't out of town for sports and could possibly train this weekend. No further discussion on pool.

5. Item 4 on agenda: Pioche Town Fund Balance Report

John completed the report in late afternoon and verified accuracy. Amy brought up liability adjustment in the cash account to make the balance correct. Report reflects the end of march and end of april. Phyllis went over the financial report. Current year budget calls for \$103k to be put into capital projects. \$3068 is contingency money that needs to be moved. Decision was to move it to capital to have it in there for emergencies such as town hall repairs. \$100k budgeted for other things. Dan Macarthur discussed them last April with the town board. Fund 35 is where the money needs to be moved from total assets. Fund 35 is grant capital. John talked to Amy and confirmed it can be used for that purpose. Fund was set up for pool projects originally back in the 80's. Fund is down to \$8000. Phyllis suggested cleaning out what was left of the \$8000 and use part of it to pay for rubber mulch and use whatever is needed from capital funds. John suggested making a motion on 4 or 5 to move money. Phyllis said it would be for town fund balance. John said the question is what to do with the total assets and move it. John said the question is do we want to take \$103,068 and move it (\$3068 is what's left of the contingency fund). Phyllis said minutes need to be done quickly and to mention it in budget hearings tomorrow and asked everyone to remind her. Phyllis said we will need the money moved to be able to make repairs on town hall and fix up the park. John went over amounts in funds and pointed out rubber mulch will eat up most of the fund and use the rest for other projects. John asked what the board wanted to do. Duaine asked what the benefits/detriments would be to move all of it. John said the capital projects funds need to be used for capital projects. Phyllis and Duaine said it's a one way street and the money can't be moved again. Larry asked what defines a capital fund. Sharron asked where bleachers falls. Dylan said capital projects are typically something that's attached to the building. Board discussed definition of capital project. Sharron pointed out bleachers needing to be replaced. Duaine said only upcoming projects are rubber mulch? Can it be addressed at next meeting? This needs to be addressed at this meeting to get to the commissioner's and the state in time. Amy will present all of this to the commissioners. Phyllis said we don't know what we will start spending right now. Suzanne Reifsnnyder asked if it has to be in that fund to be able to use it for projects. Phyllis said it can come from other funds but it has to be augmented and it's a hassle. Money is now sitting in the general fund. The money has to be allocated to be able to use it. Suzanne asked where the money is budgeted currently in the general fund? Phyllis said most of it is in general government. John said \$30k is in general and \$30k in

highways. Phyllis said what we don't have is a current line item in any of the funds to pay for anything so money would need to be augmented depending on how Dan Macarthur does it at the end of the year. And no one ever knows how they do it. Tom Brown asked for definition of capital project. John explained money is being earmarked when it is used for capital improvement. Town board and audience debated definition of capital improvement. Phyllis said it's the difference between the roof on your house and the stove in your kitchen. John said if you look at the town budget there's not enough money to pay for projects. Phyllis said there's \$30k in capital outlay. Suzanne asked who makes the decisions. John said Town Board decides budget. Dylan said service and supplies. Phyllis said there's only \$15k. John said mulch is an asset to playground. Dylan said the definition is long term is capital improvement. Debate about how long term mulch will last. John asked for long term definition. 10 years? 15 years? Dylan said computers are considered long term asset. Anything over 5 years. Tom Brown suggested putting \$50k in capital fund for mulch. Phyllis said \$50k into capital projects for town hall and \$50k in capital outlay for mulch. Duaine motioned to move \$54,000 to capital outlay projects fund 035. Larry Seconded. Motion approved.

6. Item 5 on agenda: Pioche Town 23/24 Budget

Phyllis stated we didn't raise taxes this year. Phyllis has been to a budget hearing. Pioche to get \$70k+ for property taxes and \$65k+ in other taxes. \$139,400 in tax revenue for budget. Town expenses: general govt, highway and street, parks and rec (pool town hall), health is cemetery. Town has spent \$2082. Contingency in place every year for emergency funding. Anything left over moved to the capital fund. Phyllis is concerned about the housing. Dylan spoke about what he's heard recently on the housing. Hopefully to know by mid June if new owners will have money to do transfer. Should know by September. Start new apartments in June 2024. Phyllis stated concerns about not having enough money in the budget for housing if transfer doesn't go through. Asked to up the housing budget to \$20k. Duaine motioned to move money from capital outlay to services and supplies. Tom Brown spoke but I couldn't hear well enough. Duaine motioned to move LC housing fund 73 bringing fund to \$45k from capital outlay. Seconded and approved.

7. Agenda Item 6: Pioche Park placement of rubber mulch and repairs of playground equipment

Park Rubber Mulch is expected to arrive soon in three shipments. Nathan is planning on unloading. Larry said the wood chips need to be removed. John asked about putting a weed prevention mat to put down? The Town Board decided against putting the ground mat down. Playground repairs not to exceed \$10,000 approved by town board.

8. Agenda Item 7: Approve hiring of Pioche Town Clerk

Phyllis, Sharron, and Amy Elmer interviewed Anna Williams. Found her to be qualified for job. Recommend hiring her as the Pioche Town Clerk. Offer was extended to Anna at meeting. Dylan asked what the pay rate was. Phyllis said Amy recommended starting at the bottom of pay schedule 24 for six months and after probation period decide whether to give Anna a raise or keep her at that rate. Anna said that wouldn't be an agreeable pay rate. John asked what pay she would like. Anna said around \$15. **Town Board agreed to start wages at \$15.53/hour for six month probation period. Motion was approved to hire Anna Williams for Pioche Town Clerk position.**

9. Agenda item 8: Review the scope of work list that will be included in the Garbage Collection Contract

Garbage Can inventory around 60. Two contracts, one for ongoing garbage removal and one contract for labor day contract. Re-inventory cans, pickup once a week. Suzanne mentioned park cans need to be checked more frequently due to events. Clerk to notify garbage removal about events in order to keep the park clean. Labor day disposal discussed. Discussed having the Chamber of Commerce helping to pay for garbage disposal over Labor Day Weekend. Streets need to be cleaned at 6am on Monday. Tuesday needs an 8am cleanup, particularly at gun range and rodeo grounds.

10. Agenda item 9: Cemetery - Maintenance and Sprinkler Repairs

Could Jessica and Michelle Anthony do this work? Larry pointed out the sprinklers are in pretty bad disrepair and there needs to be supervision. Need to buy seed for cemeteries. Could we buy sod? Would Larry be willing to supervise employees to reseed grass? Can the Anthony sisters fix the repairs - yes. They are considered seasonal town employees. Sharron said they should be submitting time sheets to the town. The Anthony sisters are also working part time for PPU. The town and PPU will be officially separated on July 1st. We need to fertilize and spray dandelions around town. The Town Board can determine when seasonal employees begin work. Can the town fly a contract position to prepare graves at the cemetery? On a contract basis like Panaca Town Board has? Can the Town Board contact an individual person immediately to prepare a grave before the funeral this weekend? Town backhoe is in Castleton but TB can contract a private individual to prepare the grave. Town Board members can hire an individual contractor to prepare graves. Town Board members can prepare graves if they have their own personal backhoe. If TB purchases seed can they get reimbursed and will the County pay taxes? Town Board members discussed setting up accounts with vendors to purchase supplies for cemetery and parks? Can Nathan purchase necessary items. Town Board will work with Nathan directly to get the items needed. Mike Reese offered his assistance with any issues. Sharron asked Amy about getting tax exemption for vendors. Amy said she has a form available.

11. Agenda item 10: Pioche Town Hall - potential organizations that could utilize the building

TV District is interested in renting space at Town Hall. Duaine and Larry inspected Town Hall. John said he would like the Town Board to be in Town Hall for office space and meetings. John Stever said he spoke with Mary Kerner and got phone numbers for funding for rehab on town hall. Phyllis said USDA cannot accept federal funding from another agency that goes over 75%. John said he spent 3 hours on the phone with Mary. John asked where the money needs to go to rehab building? John asked about removing the stage in the hall area and building office space? Don't worry about the basement right now? Larry mentioned he likes the big room for community events. Dylan expressed concerns about rehabbing the building detrimentally to a historic building. Dylan does not recommend converting the big hall to office space but replacing old windows, adding insulation, making it as energy efficient as possible and leaving it as a community center. Talked about putting a library and museum in Town Hall but Duaine said he doesn't believe the building is structurally sound to support either entities. Basement ceiling is not able to support a lot of weight. There is water damage in basement rooms close to Main Street because water has not been draining appropriately. Duaine suggested the big front room closest to Main Street would be a good spot for office space for the Town Board and TV District because it has an ADA bathroom and it's easy access for the public. Sharron said the partition would work well to create separate spaces. Create cubicles. Biggest issue is utilities. John mentioned concerns about water coming up from the basement in the winter time? Without having a huge power bill? John Stever said the old fire station is able to run well in the winter time. Can the town apply for energy efficient funds? Larry would like to add an efficient HVAC system. John asked if we could get in the Town Hall in a month? Sharron said we can hold monthly meetings in the gym and the front space can be used for offices/reception. Tom mentioned replacing folding doors with permanent wall? Ultimately that would be the goal but short term it is not a priority. Dylan mentioned Pat Kelly wants his pickleball court in the gym. :) There is a room in the basement that is being treated as a storage unit. Town cannot contact the estate to have them dispose of items from the room. Dylan said he will contact the estate if we can find contact information. Duaine is going to oversee Town Hall.

12. Agenda item 11: Room Tax Board - projects to be submitted

Sent John a document to submit to the Room Tax Board for funding. Dylan said there is a fund for parks. Pioche should have around \$5000-\$7000 for parks. John said Robin sent him the application and told him to let them know what the town needs. Money to be used for improvement of playground equipment, rubber mulch, bleachers at lower field, etc.

13. Agenda Item 12 - Town Clean Up Day

Sharron worried about not having enough help due to sports events. Is park or cemetery needed most? Cemetery to be focus for Memorial Day. Are all cemeteries included? Should the date be moved to a less busy week? Town Clean Up to start at 9am on Friday May 12th and commence at 12pm. Weeding, trash collection, clean cemeteries. Do not disturb graves.

14. Agenda Item 13: Street lights - no agreement yet.

The Power District is going to designate a power source and create a map for street lights. John told Power District he wants a written agreement on procedures for street lights with Power District. Larry said he talked to the Power District and they are willing to help the town with decor.

15. Town Board Comments:

Sharron was approached about the lower field bleachers needing to be replaced. Needs to be added to future agenda. Also a light has been shot out or busted out at a house by the Foglianis...Duaine said it was wind that broke it. Nathan is working on fixing the broken light.

16. Future Agenda items:

purchase new computer for town clerk; special meeting on May 23rd;

Recording ended at 2 hours 21 minutes past start time.