

**LANDER COUNTY COMMISSIONERS MEETING
TOWN BOARD OF BATTLE MOUNTAIN & AUSTIN
BOARD OF COUNTY HIGHWAY COMMISSIONERS**

April 10, 2018

LANDER COUNTY COURTHOUSE
COMMISSIONERS' CHAMBER
50 STATE ROUTE 305
BATTLE MOUNTAIN, NEVADA

Also Via Teleconference At

AUSTIN COURTHOUSE
COMMISSION OFFICE
122 MAIN STREET
AUSTIN, NEVADA

10:00
A.M

Call to Order
Pledge of Allegiance
A Moment of Silence

Lander County Commissioners may break for lunch from 12:00pm to 1:15pm

Any agenda item may be taken out of order, may be combined for consideration by the public body, and items may be pulled or removed from the agenda at any time.

Public Comment - For non-agendized items only. *Persons are invited to submit comments in writing and/or attend and make comments on any non- agenda item at the Board meeting if any, and discussion of those comments at the discretion of the Board. All public comment may be limited to three (3) minutes per person, again at the discretion of the Board. Reasonable restrictions may be placed on public comments based upon time, place and manner, but public comment based upon viewpoint may not be restricted.*

CONSENT AGENDA

All matters listed under the consent agenda are considered routine, and may be acted upon by the Board of County Commissioners with one action, without extensive discussion. Any member of the Board or any citizen may request that an item be taken from the consent agenda, discussed and acted upon separately during this meeting. Consent agenda materials are available at the Lander County Clerk's office for viewing and copies are available for a nominal charge.

- *(1) Approval of April 10, 2018 Agenda Notice
- *(2) Approval of February 22, 2018 Meeting Minutes
- *(3) Approval of March 8, 2018 Meeting Minutes
- *(4) Approval of March 19, 2018 Budget Workshop Minutes
- *(5) Approval of March 20, 2018 Budget Workshop Minutes
- *(6) Approval of March 22, 2018 Meeting Minutes

COMMISSIONERS

- *(1) Discussion for possible action to approve Resolution 2018-02 setting the FY 2018-2019 Tax Rate for the Cooperative Extension (Agriculture Extension), and all other matters properly related thereto.

Public Comment

- *(2) Discussion for possible action regarding the approval/disapproval of the purchase of a new vehicle for southern Lander County's Commission Office in an amount not to exceed \$50,000.00, and all other matters properly related thereto.

Public Comment

- *(3) Discussion for possible action to approve/disapprove a grant request from the Historical Society in an amount not to exceed \$35,000.00 for administrative and maintenance costs for the Cookhouse Museum, and all other matters properly related thereto.

Public Comment

- *(4) Discussion for possible action to approve/disapprove an increase in the Austin Realignment Project funds in an amount not to exceed \$275,000.00, and all other matters properly related thereto.

Public Comment

- *(5) Discussion for possible action regarding Lander County's Tentative Budget for FY 2018/2019 to be submitted to the Department of Taxation, and all other matters properly related thereto.

Public Comment

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ADJOURN

*Denotes "for possible action". Each such item may be discussed and action taken thereon with information provided at the meeting. Action may be taken according to the "Nevada Open Meeting Law Manual" via a telephone conference call in which a quorum of the Board members is simultaneously linked to one another telephonically.

NOTE: TIMES ARE APPROXIMATE

This is the tentative schedule for the meeting. The Board reserves the right to take items out of order to accomplish business in the most efficient manner. The Board may combine two or more agenda items for consideration. The Board may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

Notice to persons with disabilities: Members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify the County Executive Director in writing at the Courthouse, 50 State Route 305, Battle Mountain, Nevada 89820, or call (775) 635-2885 at least one day in advance of the meeting.

NOTICE: Any member of the public that would like to request any supporting material from the meeting, please contact the clerk's office, 50 State Route 305, Battle Mountain, Nevada 89820 (775) 635-5738.

AFFIDAVIT OF POSTING

State of Nevada)
) ss
County of Lander)

Keith Westengard, Lander County Executive Director of said Lander County, Nevada, being duly sworn, says, that on the 4th day of April, 2018, he posted a notice, of which the attached is a copy, at the following places: 1) Battle Mountain Civic Center, 2) Battle Mountain Post Office, 3) Lander County Courthouse, 4) Swackhamer's Plaza Bulletin Board, 5) Kingston Community Hall Bulletin Board, and 6) Austin Courthouse in said Lander County, where proceedings are pending.

Keith Westengard, Lander County Executive Director



Subscribed and sworn to before me this 4th day of April, 2018.

Witness



Name of Agenda: Lander County Board of Commissioners Special Meeting

Date of Meeting: April 10, 2018

LANDER COUNTY COMMISSIONERS MEETING

Agenda Item Number __1__

THE REQUESTED ACTION OF THE LANDER COUNTY COMMISSION IS:

Discussion for possible action to approve Resolution 2018-02 setting the FY 2018-2018 Tax Rate for the Cooperative Extension (Agriculture Extension), and all other matters properly related thereto.

Public Comment:

Background: **Resolution 2018-02 attached**

Recommended Action:

AGENDA REQUEST FORM



COMMISSIONER MEETING DATE: April 10, 2018

NAME Cindy Benson REPRESENTING: Finance

ADDRESS: 50 State Route 305, Battle Mtn., NV

PHONE(H): 775-635-2573 (W): _____ (FAX): _____

WHICH NUMBER SHOULD WE CALL DURING NORMAL BUSINESS HOURS: 8:00 to 5:00

WHO WILL BE ATTENDING THE MEETING Cindy Benson
JOB TITLE Fiscal Officer

SPECIFIC REQUEST TO BE PLACED ON THE AGENDA: Resolution 2018-02
Agriculture Extension Tax Yearly Resolution

BACKGROUND INFORMATION _____

WHAT ACTION WOULD YOU LIKE THE BOARD TO TAKE TO RESOLVE THIS ISSUE? Approve

ARE THERE ANY COSTS ASSOCIATED WITH YOUR REQUEST: YES _____ NO X

AMOUNT: _____

HAS THIS ISSUE BEEN DISCUSSED AT A PRIOR COMMISSION MEETING? YES _____ NO X

WHEN? _____

HAS THIS ISSUE BEEN REVIEWED AND APPROVED BY AFFECTED DEPT HEADS YES X NO _____

ALL BACKUP MATERIAL MUST BE PROVIDED WITH AGENDA REQUEST – NOT AT THE MEETING,

IS ALL THE BACKUP MATERIAL ATTACHED TO THIS AGENDA REQUEST? YES X NO _____

IF THE ITEM IS A CONTRACT AND/OR AGREEMENT, OR REQUIRES LEGAL REVIEW, IT MUST BE REVIEWED BY THE DISTRICT ATTORNEY'S OFFICE PRIOR TO AGENDA SETTING OR IT WILL NOT GO ON THE AGENDA.

HAS THE DISTRICT ATTORNEY'S OFFICE PROVIDED THE REQUIRED REVIEW? YES X NO _____

THE COMMISSIONERS RESERVE THE RIGHT TO REJECT OR RECOMMEND TABLING ALL AGENDA REQUESTS FOR INSUFFICIENT INFORMATION.

ALL INFORMATION STATED IS CORRECT AND TRUE TO MY KNOWLEDGE.

Cindy Benson

DATE 03-30-18

BOARD MEETS THE 2ND AND 4TH THURSDAY OF EACH MONTH

COMMISSION FAX (775) 635-5332

RESOLUTION NO. 2018-02

Of The Board of Lander County Commissioners

A RESOLUTION SETTING THE FY 2018-2019 TAX RATE FOR THE COOPERATIVE EXTENSION (AGRICULTURAL EXTENSION)

WHEREAS, Lander County Board of Commissioners used a tax rate of \$0.0150 per \$100 of an assessed value in calculating estimated revenue to be apportioned to the Cooperative Extension Fund for the 2018-2019 fiscal year; and

WHEREAS, Nevada Revised Statutes 549.020(2) requires the Lander County Board of Commissioners to pass a resolution annually if the rate is greater than \$0.01 per \$100 of assess value.

NOW, THEREFORE, BE IT RESOLVED, that the Lander County Board of Commissioners hereby approve the rate of \$0.0150 per \$100 of assessed value, excluding the Net Proceeds of Mines, for use in the Cooperative Extension (Agricultural Extension) Fund for the 2018-2019 fiscal year.

PASSED AND ADOPTED this 10th day of April 2018.

THOSE VOTING AYE: Commissioner _____

Commissioner _____

Commissioner _____

Commissioner _____

Commissioner _____

THOSE VOTING NAY: Commissioner _____

THOSE ABSENT: Commissioner _____

Doug Mills, Chair
Lander County Board of Commissioners

ATTEST:

SADIE SULLIVAN
Lander County Clerk

LANDER COUNTY COMBINED, SPECIAL AND DISTRICT RATES

Preliminary Revenue Projections

Final Revenue Projections

Pro Forma Revenue Projections

Lander County 2018 - 2019 Tax Rates	
General Fund	1.2650
Road & Bridge	0.1909
Indigent	0.0755
Ag Extension	0.0150
Aged Services	0.0850
Airport	0.0400
Culture & Recreation	0.0895
Subtotal:	1.7609
Youth Services	0.0029
State Indigent (NACO)	0.0150
State Medical Indigency	0.0655
Capital Acquisition	0.0300
Override Rate:	0.1134
L.C. Landfill	0.0500
COMBINED RATE:	1.9243
Hospital	0.5109
School	0.7500
School Debt	0.0000
Subtotal:	1.2609
State Rate	0.1700
COMBINED UNIT RATE:	3.3552

SPECIALS	
S & W #2	0.0677
Austin Town	0.2213
Battle Mtn Town	0.0500
Kingston Town	0.3048

DISTRICTS	
Austin Town	3.6442
Battle Mtn Town	3.4052
Kingston Town	3.6600
Gillman Springs	3.3552
Antelope Reese Road	3.3552
Austin Road	3.3552
Battle Mtn Road	3.3552
Battle Mtn Road Special	3.3552

2018 - 2019 Assessed Valuation:	
Lander County	645,936,071
Austin Town	4,682,036
B.M. Town	48,312,219
Kingston Town	5,273,717

2018 - 2019 Net Proceeds	
	1,235,111,478
	0
	0
	0

2018 - 2019 Total	
	1,881,047,549
	4,682,036
	48,312,219
	5,273,717

LANDER COUNTY COMMISSIONERS MEETING
4/9/2018

Agenda Item Number __2__

THE REQUESTED ACTION OF THE LANDER COUNTY COMMISSION IS:

Discussion for possible action regarding the approval/disapproval of the purchase of a new vehicle for southern Lander County's Commission Office in an amount not to exceed \$50,000.00, and all other matters properly related thereto.

Public Comment:

Background:

Recommended Action:

LANDER COUNTY COMMISSIONERS MEETING
4/9/2018

Agenda Item Number __3__

THE REQUESTED ACTION OF THE LANDER COUNTY COMMISSION IS:

Discussion for possible action to approve/disapprove a grant request from the Historical Society in an amount not to exceed \$35,000.00 for administrative and maintenance costs for the Cookhouse Museum, and all other matters properly related thereto.

Public Comment:

Background: **Attached**

Recommended Action:

AGENDA REQUEST FORM



COMMISSIONER MEETING DATE: _____

NAME Lori Price REPRESENTING: L.C. Historical Society

ADDRESS: 905 Burns St. or P.O. Box 663

PHONE(H): 635-8581 (W): 635-8548 (FAX): _____

WHICH NUMBER SHOULD WE CALL DURING NORMAL BUSINESS HOURS: cell #775-374-0449

WHO WILL BE ATTENDING THE MEETING Lori Price
JOB TITLE President, LCHS / Director of Cookhouse Museum

SPECIFIC REQUEST TO BE PLACED ON THE AGENDA: Requesting a grant for the Historical Society of \$35,000 for administrative and maintenance costs for the Cookhouse Museum.

BACKGROUND INFORMATION The Museum needs help as it is getting more + more challenging to find volunteers and we have a few maintenance issues to deal with.

WHAT ACTION WOULD YOU LIKE THE BOARD TO TAKE TO RESOLVE THIS ISSUE? The Historical Society would like the Co. Commissioners to grant \$35,000 to help offset costs of an assistant + maintenance.

ARE THERE ANY COSTS ASSOCIATED WITH YOUR REQUEST: YES X NO ___

AMOUNT: \$ 35,000

HAS THIS ISSUE BEEN DISCUSSED AT A PRIOR COMMISSION MEETING? YES ___ NO X

WHEN? _____

HAS THIS ISSUE BEEN REVIEWED AND APPROVED BY AFFECTED DEPT HEADS YES X NO ___

ALL BACKUP MATERIAL MUST BE PROVIDED WITH AGENDA REQUEST – NOT AT THE MEETING,

IS ALL THE BACKUP MATERIAL ATTACHED TO THIS AGENDA REQUEST? YES X NO ___

IF THE ITEM IS A CONTRACT AND/OR AGREEMENT, OR REQUIRES LEGAL REVIEW, IT MUST BE REVIEWED BY THE DISTRICT ATTORNEY'S OFFICE PRIOR TO AGENDA SETTING OR IT WILL NOT GO ON THE AGENDA.

HAS THE DISTRICT ATTORNEY'S OFFICE PROVIDED THE REQUIRED REVIEW? YES ___ NO X

THE COMMISSIONERS RESERVE THE RIGHT TO REJECT OR RECOMMEND TABLING ALL AGENDA REQUESTS FOR INSUFFICIENT INFORMATION.

ALL INFORMATION STATED IS CORRECT AND TRUE TO MY KNOWLEDGE.

Lori Price

DATE April 2, 2018

BOARD MEETS THE 2ND AND 4TH THURSDAY OF EACH MONTH
COMMISSION FAX (775) 635-5332

The Lander County Historical Society/Cookhouse Museum is respectfully asking for funds to pay an administrative assistant and some costs for museum maintenance. The museum has been thriving for over 5 years, staffed solely by volunteers. From the beginning, one person has been responsible for all of the museum duties. Although we are grateful for volunteers, a volunteer does not have the same accountability as an employee. And it has been increasingly difficult to get people to donate their valuable time. Imagine a business run only by volunteers!

In order to strengthen the success and expansion of the museum and keep up with technologies needed to maintain the integrity of our local heritage and artifacts that are continually being donated... more help is greatly needed. Just staying on top of necessary research is an enormous job and responsibility. We will be looking for someone with I.T. experience to archive artifacts, keep up with ever changing technology, and support day-to-day needs of the museum. These funds will also allow the museum to be open longer hours each day, purchase necessary supplies and equipment, have repairs done and paint the building.

Therefore, the Historical Society would appreciate your help funding administrative and maintenance costs to make the museum an even greater asset to the community.

Thank you for your consideration.

*See attachments for Schedule of Request and Revenue and Expenses

Schedule of request for 2 possible options, 1 full time person or 2-part time people and maintenance costs:

Full time administrative assistant with no benefits

Does not consider holidays or days off

- 52 weeks
- 5 days a week
- 6.5 hours a day
- \$14 an hour
- **\$ 23,660 a year**

2 Part time administrative assistants with no benefits

Does not consider holidays or day off

- 52 weeks
- 3 days a week
- 6.5 hours a day
- \$14 an hour
- **\$ 14,196 each person (\$ 28,392)**

Maintenance: \$10,000

- Painting the exterior of the museum
- Installing screen doors
- Repairs
- Supplies and equipment for displays and maintaining the integrity of the artifacts

The Historical Society is requesting a total of \$35,000 to help offset these costs.

COOKHOUSE MUSEUM REVENUE AND EXPENSES

*Based on an average of 2013-2017

REVENUE	
Walk of Names	\$ 610
Dues	\$ 133
In Memory Of...donations	\$ 4,794
Visitor donations	\$ 856
Misc. Individual donations	\$ 1,328
Battle Mountain Book Sales	\$ 2,956
Other Book Sales	\$ 224
Total Craft Fairs	\$ 898
Cowboy Poetry * 1 year	\$ 426
Rental of Building	\$ 544
Farmer's Market/Museum Market Place *1 year	\$ 1,432
Business with Brushes * 2 years	\$ 482
Sale of Hats	\$ 240
Sale of T-shirts	\$ 206
Quilt Raffle * 2 times	\$ 591
MUSEUM REVENUE	\$ 15,720
EXPENSES	
Utilities/Fire suppression	\$ 7,000
Storage	\$ 780
Office Supplies	\$ 1,500
Advertising	\$ 7,864
Building improvements/maintenance	\$ 1,700
Display Materials	\$ 400
Building Supplies	\$ 300
Grounds	\$ 800
Events & Programs	\$ 1,700
TOTAL EXPENSES	\$ 22,044

*Usually paid with grants

LANDER COUNTY COMMISSIONERS MEETING
4/9/2018

Agenda Item Number __4__

THE REQUESTED ACTION OF THE LANDER COUNTY COMMISSION IS:

Discussion for possible action to approve/disapprove an increase in the Austin Realignment Project funds in an amount not to exceed \$275,000.00, and all other matters properly related thereto.

Public Comment:

Background:

Recommended Action:

LANDER COUNTY COMMISSIONERS MEETING
4/9/2018

Agenda Item Number __5__

THE REQUESTED ACTION OF THE LANDER COUNTY COMMISSION IS:

Discussion for possible action regarding Lander County's Tentative Budget for FY 2018/2019 to be submitted to the Department of Taxation, and all other matters properly related thereto.

Public Comment:

Background: **Tentative Budget Attached**

Recommended Action:

AGENDA REQUEST FORM



COMMISSIONER MEETING DATE: April 10, 2018

NAME Cindy Benson REPRESENTING: Finance

ADDRESS: 50 State Route 305 Battle Mtn, NV

PHONE(H): 775-635-2573 (W): _____ (FAX): _____

WHICH NUMBER SHOULD WE CALL DURING NORMAL BUSINESS HOURS: 8:00 to 5:00

WHO WILL BE ATTENDING THE MEETING Cindy Benson
JOB TITLE Fiscal Officer

SPECIFIC REQUEST TO BE PLACED ON THE AGENDA: To approve the Tentative Budgets for Lander County, Town of Austin, & Town of Battle Mountain

BACKGROUND INFORMATION _____

WHAT ACTION WOULD YOU LIKE THE BOARD TO TAKE TO RESOLVE THIS ISSUE? Approve

ARE THERE ANY COSTS ASSOCIATED WITH YOUR REQUEST: YES X NO _____

AMOUNT: _____

HAS THIS ISSUE BEEN DISCUSSED AT A PRIOR COMMISSION MEETING? YES X NO _____

WHEN? _____

HAS THIS ISSUE BEEN REVIEWED AND APPROVED BY AFFECTED DEPT HEADS YES X NO _____

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THE COMMISSIONERS RESERVE THE RIGHT TO REJECT OR RECOMMEND TABLING ALL AGENDA REQUESTS FOR INSUFFICIENT INFORMATION.

ALL INFORMATION STATED IS CORRECT AND TRUE TO MY KNOWLEDGE.

Cindy Benson

DATE 03-30-18

BOARD MEETS THE 2ND AND 4TH THURSDAY OF EACH MONTH
COMMISSION FAX (775) 635-5332

Lander County Finance Department

Cindy Benson Fiscal Officer



April 10, 2018

1) Discussion and possible action regarding proposed changes to the Lander County FY 18/19 budget and other matters properly related thereto.

Revenue

Received Proforma Ad Valorum projections from the state. The assessed valuation changed from 645,915,712 to 645,938,664 up 1%. Ad valorum is projected at \$11,541,764. CTX at \$3,713,527. Fuel tax at \$1,371,546, and net proceeds is projected at \$39,340,771 for Lander County's portion, a 45.07% increase over FY 17/18. PILT is projected at \$983,974 and the option tax (1/4%) at \$677,276. While all of these numbers look good, they aren't enough to cover the expenses for FY 18/19.

FY 18/19 revenues and operating expenditures (includes salaries, benefits, operating expense and capital) for your main operations and Capital funds are as follows:

	<u>Revenues</u>	<u>Expenses</u>	<u>Difference</u>
General Fund	\$12,646,859	\$ 16,613,105	\$ (3,966,246)
Road & Bridge	\$ 2,075,752	\$ 2,451,630	\$ (375,878)
Indigent	\$ 430,187	\$ 1,052,735	\$ (622,548)
Ag Extention	\$ 85,466	\$ 121,287	\$ (35,821)
Aged Services	\$ 582,006	\$ 675,160	\$ (93,154)
Landfill	\$ 1,040,569	\$ 1,023,365	\$ 17,204
Airport	\$ 257,419	\$ 217,305	\$ 40,114
Austin Town	\$ 33,643	\$ 57,500	\$ (23,857)
BM Town	\$ 335,597	\$ 557,800	\$ (222,203)
Culture & Rec.	\$ 1,598,250	\$ 2,780,738	\$ (1,182,488)
Buildings & Eq.	\$ 7,496,141	\$ 6,985,934	\$ 510,207
CCP	\$ 7,496,141	\$30,997,911	\$ (23,501,770)
TOTALS	\$34,078,030	\$63,534,470	\$(29,456,440)

Expenses

Requesting an increase of \$85,700 in salaries & wages to reflect the new amounts suggested for the bonuses put in place for this year, bringing the new total to \$111,500. I am also requesting the 2% step & grade that was not

included in the budget workshop totals of \$233,635 and additional benefits in the amount of \$365,556.

AUSTIN JUSTICE COURT

- a) Requesting A \$9,000 increase to the dues and subscription line for the Judicial Audit performed every three years.
- b) Requesting an increase in the amount of \$4,108 in the salary and wages line.
- c) Requesting an increase of \$770 in additional benefits.
- d) Requesting an increase of \$2,500 to the travel & training line.

ROAD & BRIDGE SOUTH

- a) Requesting an increase of benefits in the amount of \$25,405 for the new full-time Maintainer III position.
- b) Requesting the \$6,000 increase that was approved in the Budget Workshop be moved from the gas and oil line to the repair and maintenance line.

AGRICULTURE EXTENSION

- a) Requesting an increase of \$846 for the UNR 4H youth coordinator.

CULTURE AND RECREATION

- a) Requesting that the part-time lifeguard that was approved at the Budget Workshop be changed to a part-time receptionist.
- b) Requesting an increase of \$50,000 for minor equipment.
- c) Requesting an increase of \$310,321 for fixed assets.

FUND 017 REGIONAL HIGHWAYS AND TRANSPORTATION

- a) Requesting a radar trailer for the Sheriff's Department in the amount of \$14,000.
- b) Requesting patrol car watch guard wifi upfit in the amount of \$9,000.

FUND 029 BUILDING AND EQUIPMENT

- a) Requesting \$145,000 for the Town of Kingston Water Utility for test drilling a well.

- b) Requesting \$12,780 for twelve self-contained breathing apparatus tanks for the B.M. Volunteer Fire Department.

Austin Airport

- a) Requesting \$6,000 increase for the repair & maintenance line.
-

2) Approve the Lander County tentative budget with accepted changes to be submitted to the Department of Taxation.

3) Approve the Town of Austin FY 18/19 tentative budget.

4) Approve the Town of Battle Mountain FY 18/19 tentative budget.

Building & Equipment - 029	
Cash 3/28/18	9,101,012
FY 17-18 Projected Net Proceeds	6,733,651
Total	15,834,663
FY 17-18 Remaining Budgeted Projects	(1,796,079)
Bal. Forward 7/1/09	14,038,584
FY 18-19 Projected Net Proceeds	10,280,357
Total Revenues	24,318,941
Fy 18-19 Budgeted Projects	(6,985,934)
Balance Remaining 7/1/19	17,333,007

CCP	
Cash 3/28/18	34,831,981
FY 17-18 Projected Net Proceeds	6,733,651
Interest - Est.	203,170
Total	41,768,802
FY 17-18 Remaining Projects	(14,821,064)
Balance Remaining 03/28/18	26,947,738
FY 18-19 Projected Net Proceeds	10,280,357
Interest - Est.	762,490
Total Revenues	37,990,585
FY 18-19 Budgeted Projects	(30,997,911)
Balance Remaining 7/1/19	6,992,674