

TONOPAHA LIBRARY BOARD OF TRUSTEES  
BUDGET WORKSHOP MINUTES  
MARCH 25, 2016  
Tonopah Convention Center  
301 Brougner Avenue, Tonopah, NV 89049

Tonopah Library Board of Trustees Chairman Tom Seley called the budget workshop to order on March 25, 2016 at 8:16 a.m. Also present were Vice-Chairman Janet Hatch and Board member Don Kaminski. Clerk Duane Downing and Board member Doug Farinholt were absent. Five others were in attendance. Chairman Seley led in the Pledge of Allegiance.

1. Public Comment

None.

2. Budget Workshop: Tonopah Public Library for FY 2016/2017

Administrative Manager Chris Mulkerns explained that Acting Librarian Diane Ryals was not able to attend the workshop, but was fine with everything that was discussed at the last workshop on February 19, 2016.

Ms. Mulkerns noted that the Board had discussed a transfer of about \$45,000 for capital projects.

She added that the Board needs to make a decision on how much they want to contribute to the Western Community Foundation Fund. She pointed out that she put a place holder of \$5,000 in the budget. Ms. Mulkerns stressed that the property tax collection has not been as high as anticipated. She clarified that if the Board budgeted a contribution of \$50,000, they would not have to actually contribute that much. She emphasized that a resolution is in place to contribute at least \$5,000 a year. Chairman Tom Seley stated that he was in favor to put the money into the fund as the Library District might not have as much revenue in the future. He noted that the Board can review the actual collections towards the end of the fiscal year and make a decision at that point. Ms. Mulkerns explained that the Department of Taxation (DETAX) had estimated two times higher than what was collected so far.

Chris Mulkerns pointed out that the Board needs to make a decision whether they want to give all employees a cost of living allowance (COLA) increase or increase the cap on the insurance fees. She added that this decision would affect the Library retirees. Chairman Seley stated that he thinks the Board needs to follow in line with what will be decided upon on the Town side.

Chairman Tom Seley inquired how much the Board has set to go into the Western Community Foundation Fund. Ms. Mulkerns explained that \$5,000 are budgeted at this point. She added that the most that was budgeted was \$100,000 in the first year and \$25,000 in the second year. The Board contributed \$5,000 all other years. Board member Don Kaminski suggested budgeting high and then deciding how much to contribute as the fiscal year progresses.

Chairman Seley proposed budgeting \$40,000 for FY 16/17. The Board agreed.

The Board agreed to budget \$40,000 for capital projects.

Chris Mulkerns emphasized that the Board always budgets to spend more than they actually do and that the Library District always collects more than the Board budgets for. She added that she will prepare the documents for DETAX. The budget will be on the agenda for the April 12 meeting for approval.

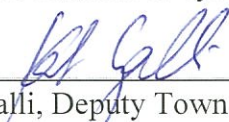
3. Public Comment

None.

4. Adjourn

The meeting adjourned at 8:28 a.m.

Minutes transcribed by:

  
\_\_\_\_\_  
Kat Galli, Deputy Town Clerk


Approved:

  
\_\_\_\_\_  
Tom Seley, Chairman

  
\_\_\_\_\_  
Janet Hatch, Vice-Chairman

  
\_\_\_\_\_  
Duane Downing, Clerk

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Doug Farinholt, Member

  
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Don Kaminski, Member

TONOPAH TOWN BOARD  
BUDGET WORKSHOP MINUTES  
MARCH 25, 2016  
Tonopah Convention Center  
301 Brougner Avenue, Tonopah, NV 89049

Tonopah Town Board Vice-Chairman Tom Seley called the budget workshop to order on March 25, 2016 at 8:29 a.m. Also present were Clerk Janet Hatch and Board member Don Kaminski. Chairman Duane Downing and Board member Doug Farinholt were absent. Five others were in attendance.

The Town Board took a recess between 9:39 a.m. and 9:51 a.m.

1. Public Comment

Timaree Koscik, Co-Director of the Senior Nutrition Program, stated that she would like to request a budget for the Senior Center for the next fiscal year again. She noted that they have great staff with the Senior Center Council helping. They would like to ask for the same amount as last year (\$60,000).

Ms. Koscik explained that the Beatty Senior Center will only be open two days a week because they do not have the budget to open it more. She emphasized that she appreciates the Tonopah Town Board taking it into consideration to help fund the Tonopah Senior Center.

Ms. Koscik clarified that Nye County used to pay for a portion of the salaries, raw foods, utilities etc., whatever was needed to run the Senior Center. She noted that they still pay for the servicing of equipment so that they are in compliance with State Fire Marshal requirements.

Timaree Koscik pointed out that she will include a percentage of the salaries in the next reimbursement request to the Town Board. She stressed that Nye County continues to maintain and insure the buildings and they are the sponsor of their grants. They also maintain and insure their vehicles and provide office space.

Board member Don Kaminski asked how much Nye County was giving in the past. Timaree Koscik clarified that they spent about \$120,000 between the three Senior Centers in Amargosa Valley, Beatty, and Tonopah. She stressed that the budget is divided between how many meals are served. She added that the centers have to report all numbers to the Division of Aging. She pointed out that Tonopah's numbers are very good.

Member Kaminski inquired whether Nye County funds the Senior Center in Pahrump. Ms. Koscik stated that they do not and that she is not sure how the Pahrump Senior Center gets their extra funding.

Ms. Koscik stated that the Senior Center received a new van for transportation. Mr. Kaminski asked whether they have tried getting funding from Nye County. Ms. Koscik explained that they were told that Nye County would not fund them during one of the meetings. She noted that this statement is in the meeting minutes. Ms.

Koscik added that she will ask for funding for a second van. Administrative Manager Chris Mulkerns suggested they ask for a deal with the vehicle maker that they will put advertising on the van.

Vice-Chairman Janet Hatch stated that she will recuse herself from this matter as she is involved in the Senior Center and is a member of the Council.

Joe Westerlund asked whether the Tonopah Senior Center would be able to get federal funding. Timaree Koscik explained that they do not have the numbers to qualify for certain funding.

Administrative Manager Chris Mulkerns pointed out that the Town has only reimbursed the Center for their first quarter (which runs from October 1 through December 31) so far. Ms. Koscik noted that they will submit reimbursement requests monthly from now on. She emphasized that the Center does not order anything extravagant, they cook whatever food is the cheapest. She added that the site managers are very good with money and make do with what they have.

Board member Don Kaminski asked Chris Mulkerns if she had pre-budgeted \$60,000 for the Senior Center which she confirmed.

Timaree Koscik thanked the Town Board in the name of the seniors. She pointed out that a lot of seniors would not have a hot meal if the Board was not helping them.

Vice-Chairman Janet Hatch stated that there will be an Easter celebration at the Senior Center the following Tuesday. Ms. Koscik noted that the Senior Center cannot charge for meals, but one can make a donation. Ms. Hatch pointed out that the average senior makes \$600-700 a month.

2. Budget Workshop: All Town/Tonopah Public Utilities Departments/Funds for FY 2016/2017.

Administrative Manager Chris Mulkerns explained that Option “Buyout B” is shown on the budget request as that is what the Board agreed upon at the last budget workshop. She added that there are two scenarios under “Buyout B”; one would allow for a cost of living allowance (COLA) increase and the other one would raise the insurance cap.

Ms. Mulkerns noted that staff is expecting the abatement numbers today. She pointed out that if they come in radically lower than the budgeted \$88,535 for property tax, she might have to adjust the budget. She stressed that the numbers are currently higher. Ms. Mulkerns explained that based on conversations with Auditor Dan McArthur, the numbers might be correct because of the way the abatement works for Solar Reserve. Board member Don Kaminski inquired for how many years the abatement was agreed upon. Ms. Mulkerns answered that she is not sure but thinks it is for 30 years. Chris Mulkerns pointed out that the Town gave up about \$60,000 every year towards the Northern Nye County Hospital District. She asked if it was okay for her to talk to one

or two Board members if the numbers come in radically lower and she needs to figure out what numbers to use. She recommended sticking with this number unless it comes in lower. Tom Seley stated that it would be great if the numbers come in higher.

Chris Mulkerns emphasized that the room tax collections are staying pretty high. She added that all other budgeted numbers stayed the same.

Ms. Mulkerns pointed out that the half cent sales tax collection has not been received yet but needs to be budgeted.

Ms. Mulkerns stated that the Town usually spends around \$35,000 from the room tax fund every year. She stressed that businesses can advertise on the reader board. She added that staff had consulted with the Nevada Commission on Tourism before and had been informed that the Town can charge for advertising as long as the Town allows advertising for non-profits for free. Ms. Mulkerns suggested Deputy Town Clerk Kat Galli get a fee schedule from Account Supervisor Becky Braska and get the word out that businesses can advertise on the reader board.

Chris Mulkerns asked whether the Board wanted to budget lower on the collection of mural fees. Board member Don Kaminski inquired whether the Tonopah Development Corporation (TDC) was still active. Ms. Mulkerns explained that they still have all their paperwork current and pay all necessary fees, but are not active. Mr. Kaminski proposed having them donate the signs to the Town so Tonopah can charge to have businesses use them. Ms. Mulkerns suggested contacting Bob Perchetti and Joni Eastley about the details.

### **Town of Tonopah Expenditures (see backup)**

Administrative Manager Chris Mulkerns pointed out that the Board had agreed to have Utility Manager Joe Westerlund paid 50/50 from Town administration and Tonopah Public Utilities (TPU) Water Fund. She noted that the budget shows both the possibility to pay a cost of living allowance (COLA) increase and an increase in the insurance cap. She stated that staff recommends raising the insurance cap. Ms. Mulkerns stressed that the Town is doing well because it does not pay a COLA increase every year, only about every 5 or 6 years. She emphasized that the Town will have financial problems like Nye County if the Town gives increases too often. She added that she and Joe Westerlund recommend raising the insurance cap so that employees will not see a decrease in what they make. Raises are still given when an employee gets certified. Joe Westerlund pointed out that the TPU employees have 9 hours of stand-by. Vice-Chairman Tom Seley noted that the economy does not justify a COLA increase and that he thinks an increase in the insurance cap will be more beneficial.

Board member Don Kaminski pointed out that a COLA increase would be taxable while the insurance would not be.

The Board agreed to raise the insurance cap.

## **Town of Tonopah (see backup)**

### **Administration (page 1)**

Chris Mulkerns explained that salaries include 50% of Joe Westerlund, a third of Chris Mulkerns, all of Kat Galli, one year of Town Manager salary, one year of Town Manager buyout, and two retirees if someone were to leave.

### **Fire/Public Safety (page 2)**

Chris Mulkerns noted that \$2,000 were added to the travel budget. She added that Volunteer Rob Elliot e-mailed a wish list of items to be purchased. This list will be discussed under capital projects.

### **Convention Center (page 3)**

Chris Mulkerns noted that there were no changes. She added that the bathroom renovation or new carpet could be paid from the capital projects fund. She stated that the HVAC repairs were paid for out of the Repairs & Maintenance fund. She pointed out that the Board can choose to raise this budget or pay for improvements out of the capital projects fund.

Convention Center Manager Diane Perchetti stated that she would like to have new wainscoting in a lighter color to make the room lighter and more up to date. Chris Mulkerns noted that this could be discussed under capital projects.

Board member Don Kaminski inquired why certain years have way higher expenses. Ms. Mulkerns explained that the roof was replaced or the HVAC system repaired. Joe Westerlund added that the maintenance will be done bi-yearly from now on.

### **Parks (page 4)**

Chris Mulkerns pointed out that \$5,000 were added to the water budget in order to water the parks more frequently.

### **Fairgrounds (Rodeo Grounds) (page 5)**

Ms. Mulkerns noted that there were no changes to the fairgrounds budget. She stated that the bathroom doors were delivered and will be installed soon.

### **Ballfields (Joe Friel) (page 6)**

Chris Mulkerns pointed out that \$1,000 each were added to operating supplies and repairs & maintenance.

Joe Westerlund asked whether there was always a large dumpster at Joe Friel which Ms. Mulkerns confirmed. Don Kaminski stated that he had contacted Tina Paice at

the Tonopah Station and they will donate the drums to the Town for use as trash cans for special events. They can be stored at the Tonopah Historic Mining Park (THMP) when they are not being used.

### **Mining Park (page 7)**

Chris Mulkerns pointed out that the budgeted amount for salaries was lower than before because new employee Shari Bombard was hired who started lower than what Christy Perry is getting paid. She stated that Ms. Bombard was doing great. Kat Galli added that Ms. Bombard has a major in anthropology.

Ms. Mulkerns noted that she had evened out the odd numbers in the budget.

### **Maintenance (page 8)**

Chris Mulkerns explained that salaries include Manny Linares, Dallas Boyer, one retiree and one summer help who will be hired soon.

Don Kaminski asked why the budgeted amount for a higher insurance cap is lower than COLA. Ms. Mulkerns noted that she will double-check the numbers, but believes it is because of Mr. Linares having worked for the Town for a long time.

### **Pool (page 9)**

Chris Mulkerns pointed out that \$1,000 were added to the operating supplies budget and the training budget was raised to \$2,000 as Shari Bombard will have to do a lot of training for the pool.

### **Town of Tonopah Expenditures (see backup)**

Chris Mulkerns explained that the ending fund balance will probably be higher than projected as the Town budgets very conservatively. She noted that if the Board budgets \$350,000 for capital projects, it would put the Town "in the red", but the Town always collects more than projected so the Town should be fine.

### **Tonopah Public Utilities: Water Fund (see backup)**

### **Administration (page 1)**

Administrative Manager Chris Mulkerns noted that the different options are the same as the Town's. She stressed that Version A is what the Board decided upon.

Ms. Mulkerns stated that a third of her salary is paid out of the water administration fund.

Chris Mulkerns explained that the OPEB amount was raised in all budgets, not just for TPU.

Ms. Mulkerns stressed that there were no changes to the budget other than raising the insurance cap.

### **Operations (page 2)**

Chris Mulkerns explained that salaries include 50% of Joe Westerlund and employees Jimmy Jeffrey and Dave Speakman.

Ms. Mulkerns pointed out that a few budget line items such as telephone and garbage were raised.

### **Wells (page 3)**

Chris Mulkerns stated that some of the budget was moved from the power budget to equipment repair & maintenance.

### **Transmissions (page 3)**

Ms. Mulkerns noted that some of the budget was moved from the power budget to equipment repair & maintenance. Joe Westerlund stated that he had received some quotes for the equipment and that they should be able to fix everything. Vice-Chairman Tom Seley emphasized that the new pumps are more energy efficient.

### **Distribution (page 3)**

Chris Mulkerns stated that no changes were made in this budget.

### **Other Expenditures (page 3)**

Chris Mulkerns explained that TPU has to pay off loans to the U.S. Department of Agriculture (USDA).

### **Surcharge Fund (page 4)**

Chris Mulkerns pointed out that TPU has budgeted higher surcharge revenues than they are actually collecting. She suggested lowering the budgeted revenue as it is unrealistic and does not look good in the audit. She noted that the money for expenditures will have to come out of water revenues if TPU does not collect enough in surcharge fees.

### **Water Sale Revenue (page 4)**

Chris Mulkerns explained that TPU will be "in the red". They are trying to get a grant or low interest grant for radio reads and two new pressure stations.

Board member Don Kaminski asked whether TPU budgets to have revenue coming in from the Three Hills Mine. Ms. Mulkerns clarified that because TPU does not have



any numbers yet so she cannot budget for it. Joe Westerlund stressed that construction companies have used a lot of water. Tom Seley noted that the Three Hills Mine based their numbers on higher silver and gold price.

### **Tonopah Public Utilities: Sewer Fund (see backup)**

#### **Administration (page 1)**

Chris Mulkerns explained that salaries include a third of her own salary and all of Becky Braska's.

The OPEB budget was raised to \$15,000. She noted that \$500 were taken from the operating supplies budget and added to the postage budget.

#### **Operations (page 2)**

Chris Mulkerns stated that salaries do not include Mr. Westerlund anymore. It does include two other employees: Sam Tappe and Robert Herren. There were no other changes.

#### **Treatment Plant (page 2)**

Chris Mulkerns noted that there were no changes.

#### **Sewer Fund (page 3)**

Administrative Manager Chris Mulkerns explained that when "M & K Enterprises" dumps, they pay 10 cent on each 1,000 gallons to the capital projects fund, 20 cents go to Operating & Maintenance Fund of the Sewer Fund. She noted that every customer pays \$2.50 towards the capital projects fund.

Ms. Mulkerns pointed out that \$300,000 were moved for the meter read project.

She noted that the capital projects expenditure includes the payment for the relining project that was already completed.

Joe Westerlund emphasized that the permit for TPU was modified so that the port-a-potty waste does not have to be transported to Pahrump anymore, but can be dumped in Tonopah. He added that it paid for itself in four months.

Chris Mulkerns explained that short lived assets is equipment with less than 15 years lifespan and more than \$1,000 cost. Joe Westerlund noted that TPU needs new cables and that he will order some today.

Chris Mulkerns emphasized that the bottom line is "in the red" because TPU is budgeting for capital projects.

**Special Revenue Funds (see backup)**

**Mural Fund Tonopah (page 1)**

Administrative Manager Chris Mulkerns explained that she does not expect that anything will be spent but the Town budgets as if they do.

Board Member Don Kaminski asked whether the “Fun Palace” is going to paint over the great race mural. Ms. Mulkerns stated that according to Mizpah Hotel manager John McCormick they will leave it. She pointed out that they would have to ask the Town to remove it as it belongs to the Town.

Don Kaminski stated that he heard that Jim Marsh was going to redo the train depot which would be great for tourism. Diane Perchetti added that she had heard it would include a motel.

Joe Westerlund inquired what a mural costs. Ms. Mulkerns explained that the ones that stretch over would be around \$1,000.

**Room Tax (page 2)**

Chris Mulkerns explained that this is the 5/8ths room tax fund. She added that the Town budgets to spend all of it. Vice-Chairman Tom Seley stressed that this gives the Board flexibility.

**Public Safety Tax- Fire Department (page 3)**

Administrative Manager Chris Mulkerns explained that Auditor Daniel McArthur showed what should have been there in the audit. She stressed that the Town has not spent any of it yet as they have not received the funds.

Ms. Mulkerns emphasized that the list that Volunteer Rob Elliot sent to the Board totals \$67,950. She stressed that the Town could buy everything on the wish list right now if the Town had the money.

**Public Safety Tax- Sheriff Department (page 4)**

Chris Mulkerns pointed out that the Sheriff has already spent \$85,007 of the \$72,509 budget. Don Kaminski noted that he would like to talk to the Sheriff to see how she spent the money without following the requirements. Tom Seley added that she did not follow the law and requirements for the 2007 Sales Tax Act.

Ms. Mulkerns explained that she was told by Nye County that the money is not available yet. She assumed it was taken out of the general fund. Ms. Mulkerns questioned what happens when the fund goes into “the red”, whether the money will come out of the Town’s general fund or Nye County’s general fund.

### **Capital Projects (see backup)**

#### **Capital Projects (page 1)**

Chris Mulkerns clarified that the Board had transferred \$650,000 a few years ago for projects like the Convention Center roof, projects at the Mining Park etc. She noted that it is the plan to spend most of it this year for the pool re-plastering, the purchase of playground equipment etc. The ending fund balance would be \$48,030.

#### **Special Capital projects (page 2)**

Chris Mulkerns explained that the Town does not see how much ad valorem tax the Town receives until Daniel McArthur does his audit. Tom Seley clarified that this is the Town's portion of property tax. She stated that the Town spent most of the money a few years ago as the Town was told the County or State can take it if the Town does not spend it.

Joe Westerlund asked what the Town can spend this money on. Ms. Mulkerns stated that it can be spend for any capital project.

#### **Mining Park Capital Projects (page 3)**

Chris Mulkerns explained that the fund was started with money from Nye County to do an underground exhibit at the Mining Park. Some of the money was used for the Burro Tunnel and some of it for engineering cost.

Ms. Mulkerns stated that the Foundation had asked about this fund and whether the Town would we be willing to match a project they want to do. The Board agreed.

### **General Comments**

Chris Mulkerns noted that she will have everything ready for approval for the meeting on April 12, 2016.

She noted that she was expecting Allen Metscher who had contacted her to ask what the Town might be able to do for the Central Nevada Museum. She pointed out that the Town would need a number in order to help them. Tom Seley stated that he thinks the Board needs to make a priority list on what the Town can take over from Nye County when they stop funding it. He pointed out that the Town probably cannot afford to pay for the Museum if the Town has to pay for the ambulance service.

Chris Mulkerns clarified that Nye County's budget for the Museum was \$105,000. Tom Seley emphasized that Allen Metscher does not get paid for his work at the Museum. Ms. Mulkerns added that the budget for operating supplies is \$19,000, the rest of the budget is for the Museum employee. She stressed that the Town would have to rehire at what the Town can afford to pay. She noted that she would like to see a budget before the Town Board makes a decision. She asked the Board members

if they would want to set aside money under “contracts”. Don Kaminski cautioned the Board and explained that if Nye County sees the Town is budgeting for the Museum, the County will cut their funding. Ms. Mulkerns clarified that the Museum would want help with water and energy bill so that they do not get shut off. She added that the Town would be able to pay that out of contracts with what is budgeted right now if it was about \$10,000. Tom Seley stated that the Town might be able to help with the water and sewer bill, but the Town does not know how high the energy bill is. Joe Westerlund noted that the propane bill is probably high. Ms. Mulkerns stressed that there was a deadline for DETAX to report any changes in February which did not happen.

Janet Hatch inquired whether Jess Rosner of the NyE Communities Coalition has asked for funds for the Coalition for the free summer lunch program. Chris Mulkerns noted that she has not heard from him yet. She added that she had not heard from the C.O.W. Bus Preschool either. She emphasized that if the Town wants to support these programs in the following fiscal year, the Town needs the numbers now.

Chris Mulkerns explained that the Town has budgeted \$150,000 under contracts which would give them the ability to fund different programs if the program directors come before the Town Board.

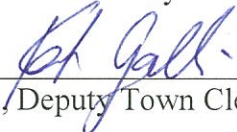
3. Public Comment

None.

4. Adjourn

The meeting adjourned at 10:48 a.m.

Minutes transcribed by:

  
\_\_\_\_\_  
Kat Galli, Deputy Town Clerk

Approved:

  
\_\_\_\_\_  
Duane Downing, Chairman

  
\_\_\_\_\_  
Tom Seley, Vice-Chairman

  
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Janet Hatch, Clerk

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