

TONOPAH TOWN BOARD
MEETING MINUTES
OCTOBER 25, 2017
Tonopah Convention Center
301 Brougner Avenue, Tonopah, NV 89049

Tonopah Town Board Chairman Duane Downing called the meeting to order on October 25, 2017 at 7:02 p.m. Also present were Vice-Chairman Don Kaminski, Clerk Jerry Elliston and Board Member Mike Sain. Board Member Roni Link was present after 8:32 p.m. Eight others were in attendance. Chairman Duane Downing led in the Pledge of Allegiance.

The Town Board recessed to the Library Board of Trustees at 8:33 p.m. and reconvened as the Town Board at 9:09 p.m.

1. Public Comment

None.

2. Town Board Member's/Department Manager's/ Nye County Commissioner's Comments

Chairman Duane Downing noted that he believes the item regarding the franchise agreement with Hoss Disposal needs to be placed on the agenda for the next meeting.

3. Review and approval of minutes, in context, from the regular meeting held September 27, 2017.

Jerry Elliston motioned to approve the minutes, in context, from the regular meeting held September 27, 2017. Mike Sain seconded. No further discussion. Motion carried 4-0.

4. Review and approval of minutes, in context, from the regular meeting held October 11, 2017.

Jerry Elliston motioned to approve the minutes, in context, from the regular meeting held October 11, 2017. Mike Sain seconded. No further discussion. Motion carried 4-0.

5. Discussion, deliberation and possible action to write-off delinquent, uncollectable charges from Tonopah Public Utilities (TPU) Accounts Receivables in the amount of \$7,113.19.

Account Representative Becky Braska noted that the accounts to be written off have all exceeded the statute of limitation. She stressed that every effort has been made to collect the money, but the collection agency deemed these accounts uncollectable. She explained that the account holders will be on a list so that they cannot get service with TPU again before paying off the debt, even if the amount was written off by the Town Board.

Don Kaminski motioned to approve write-off delinquent, uncollectable charges from Tonopah Public Utilities Accounts Receivables in the amount of \$7,113.19. Jerry Elliston seconded. No further discussion. Motion carried 4-0.

6. Discussion, deliberation and possible decision to authorize a COLA increase to Town of Tonopah and Tonopah Public Utilities employees, effective November 6, 2017.

Utility Manager Joe Westerlund showed the Board and members of the public a power point presentation (see backup). He stressed that the Town/TPU has been losing qualified employees since 2010 and therefore has to retrain new employees. He pointed out that the Town/TPU has become a training facility for other entities or Towns.

Mr. Westerlund noted that management compared the pay of employees to that of employees of Round Mountain, Hawthorne and Nye County. He clarified that they could not obtain data from Beatty. He pointed out that management did not want to compare the pay rates to that of employees in Reno or Las Vegas as that is not an adequate comparison. He stressed that he spoke with Town of Round Mountain Management who told him that they cannot keep employees for long periods of time either. Round Mountain has not had a wastewater operator in years. They asked Mr. Westerlund to be their operator on record. Mr. Westerlund will take a day of leave once a month to help them out. Their starting pay is higher than TPU and they still cannot find anybody to work for them. Mr. Westerlund stated that TPU currently has enough employees with the required certificates. He added that the manager positions did not receive starting pay when the jobs were created a few years ago.

Mr. Westerlund stated that management proposes a COLA increase of either \$2 or \$3 per employee for all departments to make the Town/TPU jobs more attractive and to be able to retain qualified employees. He clarified that each department has enough money in the budget to cover the additional cost. He emphasized that the Town/TPU has consistently run under budget for ten years and that management does not foresee this to change anytime soon. Giving each employee a raise will not impact other projects that are planned. He stressed that the Town/TPU need competitive wages to keep good employees and provide the best service possible for Town residents and tourists. He pointed out that the applicant pool is way smaller than it is for businesses or other entities in Tonopah or Round Mountain.

Chairman Duane Downing explained that he was the one who asked for the \$3 raise comparison because he feels the \$2 is not going to make a difference to retain people. He added that he hopes it is a substantial enough difference for employees to want to stay with the Town/TPU. He emphasized that employees leaving after a few years has been a problem for many years and the Town/TPU has become a training ground for other utility companies. He noted that the Town/TPU needs to do something to try to retain people.

Joe Westerlund stated that when former Town Manager James Eason started his job in 2006, there were eight employees with TPU, a fulltime maintenance person at the Convention Center, one fulltime person for the parks, and two maintenance persons for the rest of the Town. He pointed out that there are only two maintenance persons for all of the Town now. Duane Downing added that when people were let go, jobs had to be condensed to one position.

Mr. Westerlund clarified that USDA was not going to give TPU a loan until rates were changed so they were able to pay off their debt. It took about 10 years to turn everything around. He emphasized that management is fiscally responsible. Mr. Downing noted that he thinks the taxing district expansion makes it possible to give all employees an increase in pay and that it is time to start making the employees happy.

Board Member Mike Sain stated that he thinks doing an increase through COLA is the wrong approach as a COLA increase should be done through a percentage. Duane Downing agreed with Mr. Sain. TPU Account Representative Becky Braska noted that she thinks all positions should be evaluated as nobody's description reflects what they really do. Mr. Sain asked if groups can be separated and each group gets a certain rate increase. Clerk Jerry Elliston stressed that the increase needs to be effective long-term and suggested giving regular increases at the beginning of each fiscal year as an incentive to stay. He asked Mr. Westerlund what he felt was most effective. Mr. Westerlund pointed out that employees currently do not get a \$1 increase when they complete a certification class, but an increase between 30 to 60 cents. He noted that a 1% increase every year does not motivate an employee to stay. Chairman Downing proposed giving a \$2 increase now and reevaluating an additional increase for the next fiscal year as this might increase the moral.

Mike Sain stated that he would rather see the \$3, but not across the board for every employee. He stressed that even with a \$3 increase, the Town/TPU is still not paying much better comparable to the mines, test site or SolarReserve. Ms. Braska noted that she has been with TPU for 5 years and still does not make what the entry level pay is at Nye County.

Chairman Downing pointed out that the town manager responsibilities were divided between Joe Westerlund and Administrative Manager Chris Mulkerns when James Eason left. He emphasized that the two only got a slight pay increase. He noted that if the Board had a job analysis conducted, they would find that they are underpaid for what they do. Ms. Braska stressed that this is true for all employees.

Chairman Downing stated that he likes Clerk Elliston's suggestion to give a raise now and then reevaluate giving another for the next fiscal year so that there is something to look forward to. Mr. Elliston stressed that the employees need to understand that they are appreciated. Chairman Downing added that they get a great benefit package and that the Board has decided in the past to cover all of the health insurance cost instead of giving a raise. Clerk Elliston suggested giving a safety incentive bonus. Mr. Westerlund stated that he will contact POOL/PACT about this matter.

Don Kaminski motioned to authorize an increase across the board for Town of Tonopah and Tonopah Public Utilities employees, effective November 6, 2017, of \$2 an hour. Jerry Elliston seconded. No further discussion. Motion carried 4-0.

7. Discussion, deliberation and possible decision to authorize publication of a Notice of No Bid pursuant to NRS 332.148.

Joe Westerlund explained that the Town did not receive any bids for the visitor center. There were two contractors who were interested but could not get their bids submitted in time. He explained that per the above referenced NRS, the Town is allowed to negotiate with contractors after seven days.

Don Kaminski motioned to authorize publication of a Notice of No Bid pursuant to NRS 332.148. Mike Sain seconded. No further discussion. Motion carried 4-0.

8. Discussion, deliberation and possible action to adopt, amend and adopt or reject Tonopah Town Resolution 2017-06: a Resolution amending the petty cash account for the Town of Tonopah – Administration Department.

Deputy Town Clerk Kat Galli explained that this item was placed on the agenda because more money is needed to be able to pay petty cash expenses for the Town such as postage, per diem, etc. \$200 is not enough to have enough change for payments and also pay for expenses. The amendment is needed to bring the Town Petty Cash Fund to \$500.00.

Jerry Elliston motioned to adopt Tonopah Town Resolution 2017-06. Mike Sain seconded. No further discussion. Motion carried 4-0.

9. FOR POSSIBLE ACTION Discussion, deliberation and possible action on Department Staff Reports:

- a) Town Administration:
 - Town Collections for the Month of September 2017
 - 5/8ths Room Tax Grants FY 17/18
 - Training/conferences attended by Chris Mulkerns
 - Kinross public meeting held October 18, 2017
- b) Convention Center:
 - Usage for the Month of September 2017
 - Carpet/hard floor installation
 - AC Units
 - Bathroom renovations
 - Wainscoting replacement
- c) Tonopah Historic Mining Park:
 - Collections/Visitor Count July 2017
 - Collections/Visitor Count August 2017
- d) Tourism/Events:
 - Past/current/future events (Oktoberfest, Ghost Walk, etc.)
 - Training/conferences attended by Shari Bombard
 - Visitor Center at Pocket Park
 - New camera
 - Cemetery brochure/Town brochure
 - TravelNevada FAM Tours
 - NevadaGram
 - Muni Arts Leaders Group

- e) Pool: ● Closed
- f) Parks: ● Shade structures at Sportsman's Park
● Stargazing Park almost completed
● Leak was fixed
- g) Rodeo Grounds:
- h) Joe Friel Sports Complex:
- i) Tonopah Public Utilities: ● System update
● Online account access live as of October 18, 2017

Joe Westerlund stated that Administrative Manager Chris Mulkerns attended the NACO (National Association of Counties) conference, attended the POOL/PACT annual conference, and the Nevada Library Association Conference.

Tourism/Events Coordinator Shari Bombard noted that she will be attending conferences as a vendor to promote the Convention Center. She is currently putting together a packet for the Convention Center to promote what to do in Tonopah during conferences, etc.

Tonopah Historic Mining Park Foundation bookkeeper Becky Braska noted that she submitted the collections reports for the Mining Park and pointed out that the revenues are continuing to increase. Joe Westerlund pointed out that the Grizzly was shut down due to strange noises. He added that he does not know how much money the Foundation was able to fundraise to be able to pay for repairs. Ms. Bombard stressed that she is currently working on grant applications to pay for the repairs. Mr. Westerlund stated that the Board needs to discuss committing more money for the Mining Park for the next fiscal year. He noted that the conservation crew did a fantastic job finishing the doors at building 7. He added that staff is waiting to get the storage unit. He explained that the part-time help finished winterizing the parks and will start rodent control and cleaning out building 7 soon.

Shari Bombard noted that she has been very busy. She stated that she has about 65 steins left from the Oktoberfest that she will sell at a discounted price. She already has a meeting scheduled with Mizpah and TLC staff to plan the Oktoberfest for the following year. Chairman Downing pointed out that the event should be advertised more in advance. Ms. Bombard clarified that she had wanted to host the event on a different weekend, but had to go with the business owner's opinion.

Ms. Bombard noted that she hosted a FAM tour from Australia the prior weekend who said Tonopah was their favorite stop. She added that she will be hosting the next Ghost Walk on October 27th. Ms. Bombard pointed out that she and deputy Town Clerk Kat Galli will be attending the Arts @ the Heart conference the following week and that she will be attending the Cowboy Poetry events in Elko in January as she would like to bring back Cowboy Poetry events in Tonopah. Ms. Bombard pointed out that the camera is working well. Chairman Downing stated that he can show her some special settings. Ms. Bombard explained that the cemetery brochure will be printed as soon as the printing company receives the check. She pointed out that the Santa Crawl will be held December 2nd at about 3 p.m. sign-ups will be held at the Convention Center so that visitors can also visit the Festival of Trees held by CYAC.

Duane Downing noted that the stargazing park is almost completed. Joe Westerlund clarified that only the small entrance gates will be left open so that nobody can drive into the park through the larger gates. He added that the signage and coordinates have been installed. Ms. Bombard pointed out that the park is being advertised in the November/December issue of the Nevada Magazine. Chairman Downing suggested having concrete loungers for people to lay in and stargaze. Mr. Westerlund noted that staff purchased LED lights to check out to star party hosts to illuminate the park. Clear Jerry Elliston suggested submitting an article about the stargazing park to the newspaper.

Vice-Chairman Don Kaminski asked if the shade structures for Sportsman's Park have been built. Joe Westerlund clarified that one structure is completed and can be installed on a Friday. The second structure has not been built yet.

Becky Braska noted that she provided new backup for TPU and asked if the Board is interested in having this every month. Mr. Elliston noted that he finds the information valuable. Ms. Braska explained that the online account system went live the week before. 30 customers already signed up for it. She pointed out that it has lots of features and that customers can call an 800-number to make payments if they are not comfortable using the online system. She added that an information sheet about the system will be sent to all customers.

Don Kaminski asked about the room tax collection from the National 9. Kat Galli noted that she will ask Administrative Manager Chris Mulkerns about this matter.

Joe Westerlund noted that the state workers are taking soil samples for the highway improvements.

Mr. Westerlund pointed out that he will be attending a meeting on November 8th to give a presentation for TPU to receive the grant of \$500,000 for the meter reads.

10. Correspondence

Nye County Board of County Commissioners Meeting Agenda, October 17, 2017

Northern Nye County Hospital District Board of Trustees Meeting Agenda,

October 18, 2017

Nye County Board of County Commissioners Meeting Agenda, October 18, 2017

Invitation to Nevada Veterans Memorial Benefit Dinner, November 2, 2017

Nye County Board of County Commissioners Meeting Summary, October 17 and 18, 2017

Round Mountain Town Board Meeting Agenda, October 24, 2017

Attorney General Training for Board and Commission Members, etc., October 25, 2017
and November 1, 2017

Tonopah Room Tax Report for the Month of September 2017, Collected October 2017

Cancellation of Round Mountain Town Board Meeting, October 24, 2017

11. Approval of vouchers for payment.

The Board reviewed and signed the vouchers. Don Kaminski motioned to sign the vouchers as presented for payment. Roni Link seconded. No further discussion. Motion carried 5-0.

12. Public Comment

Roni Link stated that she was late for the meeting as she was on an ambulance call. She noted that CNN was with her as they had contacted her after the ambulance wreck. They are very interested in stories about the area and will be in Tonopah for rest of week. Kat Galli pointed out that the Northern Nye County Hospital District meeting will be held on November 1st at 6 p.m. Roni Link noted that CNN had a tour of the local clinic and would love to hear stories from locals. She encouraged others to contact CNN if they are willing to speak with them.

Mike Sain pointed out that a new business is opening in the old hardware store on Main Street. He noted that it will be a retail store with new and used items, toys, maybe some appliances, and possibly a game area for children.

Roni Link asked what kind of hotel will be put in where the Sundowner used to be. Don Kaminski clarified that it will be a Comfort Inn.

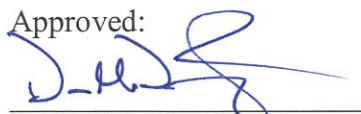
13. Adjourn.

The meeting adjourned at 9:19 p.m.

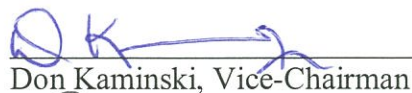
Minutes transcribed by:

Kat Galli, Deputy Town Clerk

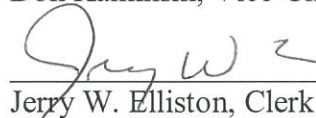
Approved:



Duane Downing, Chairman



Don Kaminski, Vice-Chairman



Jerry W. Elliston, Clerk

Rhonda S. Link, Member



Michael Sain, Member

TONOPAHA LIBRARY BOARD OF TRUSTEES
MEETING MINUTES
OCTOBER 25, 2017
Tonopah Convention Center
301 Brougher Avenue, Tonopah, NV 89049

Tonopah Library Board of Trustees Chairman Don Kaminski called the meeting to order on October 25, 2017 at 8:33 p.m. Also present were Vice-Chairman Mike Sain, Clerk Roni Link, and Trustees Duane Downing and Jerry Elliston. Eight others were in attendance.

1. Public Comment

None.

2. Library Board Member's/Department Manager's Comments

Clerk Roni Link apologized for being late and noted that she had a CNN crew on the ambulance call with her as they are doing a story on the lack of medical services in the area.

3. Review and approval of minutes, in context, from the regular meeting held September 27, 2017.

Duane Downing motioned to approve the minutes, in context, from the regular meeting held September 27, 2017. Roni Link seconded. No further discussion. Motion carried 5-0.

4. Review and approval of minutes, in context, from the regular meeting held October 11, 2017.

Duane Downing motioned to approve the minutes, in context, from the regular meeting held October 11, 2017. Roni Link seconded. No further discussion. Motion carried 5-0.

5. Discussion, deliberation and possible decision to amend Tonopah Library District Board of Trustees By-laws.

Deputy Town Clerk Kat Galli explained that this item was placed on the agenda as the by-laws had to be changed due to the vote the Board took on changing the meeting time to 6:15 p.m.

Duane Downing motioned to amend the Tonopah Library District Board of Trustees By-laws as presented. Jerry Elliston seconded. No further discussion. Motion carried 5-0.

6. Discussion, deliberation and possible decision to authorize a COLA increase to Tonopah Library District employees, effective November 6, 2017.

Chairman Don Kaminski pointed out that the Board agreed to give a \$2 increase for all Town/TPU employees and proposed to do the same for all Library employees. Clerk Roni Link asked why the Board is not giving a percentage increase. Trustee Duane Downing explained that if a percentage was given, some employees would not receive a big raise, but others would. He noted that the Board would be increasing the gap between the employees if they gave a percentage raise. Don Kaminski emphasized that the Board's goal is to make Town/TPU/Library jobs competitive.

Duane Downing motioned to authorize an across the board raise to Tonopah Library District employees in the amount of \$2 per hour, effective November 6, 2017. Roni Link seconded. No further discussion. Motion carried 5-0.

7. Discussion, deliberation and possible action to submit an offer regarding the property located at 155 Central Street.

Chairman Kaminski explained that the Library Board has been trying to buy the property located next to the Library since around 2013. He stressed that the purchase was budgeted for in the current fiscal year. The owners received an offer for the property and another one which will pay more than what the Board is willing to offer. Chairman Kaminski pointed out that the owner is willing to consider the Board's offer first. He emphasized that the property can be used immediately for storage or parking until the Board gets the results from the Bownsfield Phase 2 Study. Duane Downing agreed that the Board needs to take action on this matter.

Utility Manager Joe Westerlund pointed out that once the Library District owns the property, SHPO (State Historic Preservation Office) will get involved in what they are allowed to do with the existing building on the property. Acting Librarian Dianne Ryals stated that she spoke with her SHPO contact who said that not every building is worth saving and putting on the historic register. The contact asked Ms. Ryals to send pictures once the property is purchased so that SHPO can make a determination.

Trustee Downing suggested matching the offer the owner received. He added that the property is invaluable to the Library. Deputy Town Clerk Kat Galli asked if he knew what the other offer was. Trustee Downing clarified that the offer was for \$20,000. He proposed offering \$20,000 and carrying all closing cost.

Duane Downing motioned to submit an offer regarding the property located at 155 Central Street to be a cash offer of \$20,000 with an indication that all closing cost will be paid for by the Tonopah Library District. Mike Sain seconded. No further discussion. Motion carried 5-0.

8. Discussion, deliberation and possible action on Library Staff Reports:

- a) Library:
 - Computer usage
 - Patrons served/ books checked out
 - Library renovations
 - Employee training
- b) Historic Library:

Acting Librarian Dianne Ryals pointed out that the number of patrons and books checked out were very good for September as the Library was only open for two weeks that month due to renovations. She noted that staff is still moving things around but the Library is looking very good already. She added that staff will continue working in the layout of the Library as more room is needed to have children's computers.

Ms. Ryals stressed that every trustee has to take mandatory classes. Deputy Town Clerk Kat Galli added that every trustee received the new manual.

Ms. Ryals explained that the State has a free online jobs program that sounds very useful for employers and people seeking employment. Roni Link asked if the Library would consider becoming a testing center. Ms. Ryals clarified that they currently proctor tests already, but pointed out that their hours are limited.

9. Correspondence

None.

10. Approval of vouchers for payment.

The Board reviewed and signed the vouchers. Duane Downing motioned to approve the vouchers as presented for payment. Roni Link seconded. No further discussion. Motion carried 5-0.

11. Public Comment

Don Kaminski thanked the Board for the decision to purchase the property next to the Library. Tonopah resident Glen White asked if the Library will place a container on the property if the purchase goes through. Ms. Ryals clarified that the Library already owns a container to store things in. Mr. White stressed that books will not last very long if not stored properly. Ms. Ryals emphasized that books are only stored temporarily while rearranging the Library layout.

12. Adjourn.

The meeting adjourned at 9:09 p.m.


Minutes transcribed by:

Kat Galli, Deputy Town Clerk

Approved:



Don Kaminski, Chairman

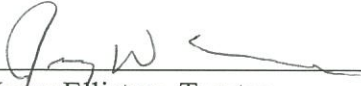


Michael Sain, Vice-Chairman

Rhonda S. Link, Clerk



Duane Downing, Trustee



Jerry Elliston, Trustee