

TONOPAH TOWN BOARD
June 25, 2025
MEETING MINUTES
Tonopah Convention Center
301 Brougner Avenue, Tonopah, NV 89049
6:00 p.m.

Chairman Don Kaminski brought the Tonopah Town Board meeting to order on June 25, 2025 at 6:00 p.m. and led in the Pledge of Allegiance

Present:

Vice-Chairman Joni Eastley
Clerk Marc Grigory – via phone
Member Douglas Baker
Member Steven Stringer

The Tonopah Town Board recessed to the Tonopah Library District Board of Trustees at 6:57 p.m. and reconvened at 7:09 p.m.

17 others attended

1. Public Comment

Bethany Thompson with the following report:

- Generated Marketing Plan for FY 2026
- Developed a spreadsheet for the Convention Center team to market to contacts and build convention center business actively
- Worked with Convention Center team on organizational skills: using calendars to plan tasks, teaching how to use Google Drive so everyone has access to shared work
- Led the Convention Center team in the annual inventory required for the auditor
- Wrote the FY 2026 Travel Nevada Rural Marketing Grant. Receiving funds for : social media funding, printed brochures, paid social media influencers, targeted Google ads, travel to 3 different tourism conferences
- Led the Convention Center team in the reworking of the cemetery brochure to fulfill the requirements of FY 25 Travel Nevada Rural Marketing Grant
- Finished spending requirements for social media advertising to fulfill requirements of FY 25 Travel Nevada Rural Marketing Grant
- Uploaded & submitted FY 25 Travel Nevada Rural Marketing Grant
- Secured training course for fall for OHV safety per Town Board Meeting discussion
- Took charge of invoice coding for the departments of Tourism & Convention Center
- Worked with Convention Center team to finalize details of Rock & Bottle Show: including- adding a new speaker series to the program, coordinating food trucks for the plaza, budgeting & creating content for vendor goodie bags, oversight of pre-orders of t-shirts for vendors, generating raffle donation request materials, teaching Convention Center team how to organize t-shirt pre-orders & raffle donations
- Worked with HR to revise job descriptions for Tourism Supervisor & Convention Center Administrative Assistant
- Developed a job description for a seasonal staff employee and sent to HR for review and posting
- Attended meetings for Travel Nevada and NV Silver Trails
- Made edits to all 74 different links/webpages within the Tonopahnevada.com website for the revamp

- Orchestrated photo shoot for Jim Butler Days and town shots to use on website and social media
- Prepared a social media strategy kit and trained the Convention Center team on brand awareness and our strategy moving forward
- Developed social media content calendar for regular, consistent, and brand-appropriate posts on Instagram that coincide with events happening around Tonopah
- Regular and consistent updating of the website calendar to promote events happening in Tonopah
- Working with a graphic designer to update the walking tour brochure: please note that 7 of the businesses are closed and have been removed, multiple phone numbers were outdated, and motel names have changed
- Worked with graphic designer to create Travel Nevada fall/winter ½ page advertisement: sent before the deadline
- Attending a grant writing workshop this week
- Set up account with NV Grant Lab and SAM.GOV for grant writing purposes
- Created GC for Mining Park for free admission for walking tour to be used at Rock & Bottle Show and future endeavors
- Oversaw the organization, set up / breakdown, of multiple events during Jim Butler Days that were being held at the Convention Center
- Beautification efforts at the Convention Center
- Created menus for continental breakfasts, snack breaks, and sandwich bars to add to Convention Center offerings
- Coordinated and will attend as the primary contact a Travel Nevada 3D (Destination Development Demonstration) site visit
- Took the Convention Center team on multiple outings in Tonopah to experience tourism destinations as “tourists” to help better understand and explain what visitors to the area can expect to see while in the area
- Took the lead on Old Cemetery clean-working with HR & maintenance to remove weeds at the cemetery by using community service worker
- Created email blast and account for MailChimp

- Joined DDA (Destination Development Association)
- Working on re-writing of Convention Center rental & cleaning agreements to submit to the Town Board
- Oversaw updating of restaurant, hotel, and retail shop contact information on website (correct phone numbers, names, pet friendly accommodation, entertainment)
- Working with Nevada OHV to develop maps for online, app use, and printed materials for visitors center
- Updated events on NV Silvertrails website
- Creating a new music festival for an annual event at the Tonopah Historic Mining Park: working with Jeff @ Mining Park to facilitate the event

Cindy Kaminski: manhole covers around town need replaced. May be an item on a future agenda. VFW: free snacks start up for the kids July 2. Flag Day Festival, thanks to the town for set up and various other shout outs. Tonopah Rotary, fishing derby was wonderful.

2. Approval of agenda.

Approved as submitted. Item 6 pulled by petitioner prior to meeting.

3. Consent Agenda:

- a. Approval of vouchers for payment
- b. Adopt, amend and adopt or reject Fiscal Year 25-26 Town of Tonopah/Tonopah Public Utilities Debt Management Policy. (Becky Braska)
- c. Approval of Fiscal Year 25-26 Town of Tonopah/Tonopah Public Utilities Indebtedness Report. (Becky Braska)
- d. Approval of Fiscal Year 25-26 Five Year Capital Improvement Plan for the Town of Tonopah/Tonopah Public Utilities. (Becky Braska)
- e. Approval of request for \$1,025.00 from 4 R KIDZ to advertise and promote the annual 4th of July Celebration 2024. Funding source: 5/8 Room Tax. (4RKIDZ)
- f. Approval of updated payment authorization letter for Town of Tonopah invoices, as lined out in letter
- g. Approval of accepting a proposal from Simerson for 2025 HVAC maintenance services for one year. The facilities included are: Convention Center, Town Office, and the Information Center. Amount not to exceed \$4,745.00 (Joe Westerlund)
- h. Approval to proceed with the Harvey Park SST (sweet smelling toilet) project in an amount not to exceed \$79,000. Staff applied for the T-Mobile grant for this project, but the grant request was denied. This project was approved in the Fiscal Year 2025-2026 capital project budget.
Wait another year and reapply? Joni suggested no. kat explained how these grants work and why it wouldn't most likely get approved. Steve and Doug.
- i. Approval of minutes from the following meeting(s): April 23, 2025
- j. Review of correspondence

Chairman Kaminski pulled item H for discussion.

Vice Chair Eastley moved to approve items A – G and I – J with a second from Member Baker there was no further discussion and the motion carried 5-0.

Approval to proceed with the Harvey Park SST (sweet smelling toilet) project in an amount not to exceed \$79,000. Staff applied for the T-Mobile grant for this project, but the grant request was denied. This project was approved in the Fiscal Year 2025-2026 capital project budget.

Chairman Kaminski inquired: Wait another year and reapply? Vice Chair Eastley suggested that they don't because they are competitive and Ms. Galli stated these are placemaking grants.

Member Stringer moved to approve proceeding with the Harvey Park SST (sweet smelling toilet) project in an amount not to exceed \$79,000. Staff applied for the T-Mobile grant for this project, but the grant request was denied. This project was approved in the Fiscal Year 2025-2026 capital project budget and Member Baker seconded. No further discussion and the motion carried 5-0.

4. Department Managers' and Town Board Members' Comments

Vice Chair Eastley: Downtown Park - cement pour was successful, thanks to Stretch Baker.

5. Discussion, deliberation, and possible acceptance of renewal proposal for the Town of Tonopah from Nevada Public Agency Insurance Pool (POOL) and approval for payment from fiscal year 2025-2026 funds.

Presentation by Kayla Frost.

NEVADA PUBLIC AGENCY INSURANCE POOL COVERAGE SUMMARY

The current Property market conditions have softened a little over last year and the economic inflation is not as hard felt. With the market conditions listed below, contributions are mainly reflecting changes in exposures, such as Total Insured Values, Number of Employees, Amount of Payroll, Number of Law Enforcement, Number of Students, Firefighters, EMT's, and the Number of Vehicles (below is a breakdown of your application exposures year-over-year).

For All Members Property, NPAIP obtained a favorable rate decrease compared to expiring, due to our long-term relationship in the London Market.

Municipality Liability for NPAIP continues to be impacted by adverse loss development related to social inflation, law enforcement and climate change.

The School Liability for NPAIP continues to be impacted by large settlements due to Wrongful Acts including Sexual Abuse and Molestation.

Coverage:

Maintenance Deductible:	\$5,000
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	2024	2025	Percent (%) Change
Program Cost Comparison	\$48,577.89	\$60,051.30	23.62%

Key Exposures:

	2024	2025	Percent (%) Change
Payroll	\$792,830	\$943,001	18.94%
Total Insured Values	\$11,125,212	\$14,309,520	28.62%
Auto Count	19	20	5.26%
Law Enforcement	0	0	0.00%
Employees	16.5	23.5	42.42%
EMT's	21	23	9.52%
Student ADA	0	0	0.00%
Teachers	0	0	0.00%

NEVADA PUBLIC AGENCY INSURANCE POOL COVERAGE SUMMARY

Member Contribution:

Total Cost:	\$56,123.75
Agent Compensation:	\$3,927.55
Total Program Cost Including All POOL Services:	\$60,051.30

Vice Chair Eastley moved to accept the renewal proposal for the Town of Tonopah from Nevada Public Agency Insurance Pool (POOL) and approval for payment from fiscal year

2025-2026 funds and Member Stringer seconded. No further discussion and the motion carried 5-0.

6. Discussion, deliberation, and possible approval of hydrant meter issued to Jeanne Metzger with presentation of check for deposit, not to be cash, or in the alternative, payment of a reasonable deposit for a residential customer who is off grid.
Item pulled.
7. Discussion, deliberation, and possible decision to approve Best in the Desert's presentation of their Vegas to Reno Race August 13-16, 2025.
Presentation given by Kristy Jackson – via phone. Member Stringer moved to approve Best in the Desert's presentation of their Vegas to Reno Race August 13-16, 2025 and Vice Chair Eastley seconded. No further discussion and the motion carried 5-0.
8. Discussion, deliberation, and possible action to adopt, amend and adopt or reject Resolution 2025-01, a resolution establishing water and sewer rates, fines, fees and other charges for Tonopah Public Utilities, effective July 1, 2025.
Vice Chair Eastley moved to adopt Resolution 2025-01, a resolution establishing water and sewer rates, fines, fees and other charges for Tonopah Public Utilities, effective July 1, 2025 and Member Stringer seconded. No further discussion and the motion carried 5-0.
9. Discussion, deliberation, and possible action to approve Tourism and Events Coordinator job description to Tourism and Events Supervisor, approve increasing the position from Grade 10 Step 1 \$20.93 to Grade 10 Step 5 \$23.56 and approve augmenting the FY 25-26 budget to accommodate this increase
Vice Chair Eastley suggested tabling. Mr. Westerlund will contact the POOL for compensation survey information.
10. Discussion, deliberation, and possible action to approve the contract agreement with CTR Roofing LTD for the Tonopah Town Office siding replacement and roof repair (PWP-NY-2025-336) as awarded on June 12, 2025.
Vice Chair Eastley moved to approve the contract agreement with CTR Roofing LTD for the Tonopah Town Office siding replacement and roof repair (PWP-NY-2025-336) as awarded on June 12, 2025 and Member Stringer seconded. No further discussion and the motion carried 5-0.
11. Discussion, deliberation, and possible action to 1) set date, time and location for a public hearing on Tonopah Town bill No. 2025-01; a bill proposing to adopt an ordinance of the Town of Tonopah, Nye County, Nevada, establishing rules and regulations for the Town Water, Sewer and Reclaimed Water Systems; including but not limited to provisions of minimum standards, requirements for application for services, rate structure, billings and payments, collection policies, discontinuance and restoration of services, violations and penalties, and other matters properly relating thereto, repealing and replacing any and all other ordinances in conflict therewith and other matters relating thereof.
Vice Chair Eastley moved to set the date and time as July 23 at 6:00 p.m. for a public hearing on Tonopah Town bill No. 2025-01; a bill proposing to adopt an ordinance of the Town of Tonopah, Nye County, Nevada, establishing rules and regulations for the Town Water, Sewer and Reclaimed Water Systems; including but not limited to provisions of minimum standards, requirements for application for services, rate structure, billings and payments, collection policies, discontinuance and restoration of services, violations and penalties, and other matters properly relating thereto, repealing and replacing any and all

other ordinances in conflict therewith and other matters relating thereof and Member Stringer seconded. No further discussion and the motion carried 5-0.

12. Public Comment

Cindy Kaminski inquired about the coins on the headstones at the old cemetery and how often they're collected.

13. Adjourn

Meeting adjourned at 7:41 p.m.

TONOPAH LIBRARY DISTRICT BOARD OF TRUSTEES

June 25, 2025

MEETING MINUTES

Tonopah Convention Center

301 Brougner Avenue, Tonopah, NV 89049

6:00 p.m.

Chairman Don Kaminski brought the Tonopah Library District Board of Trustees meeting to order on June 25, 2025 at 6:57 p.m.

Present:

Vice Chairman Douglas Baker

Clerk Marc Grigory

Trustee Joni Eastley

Trustee Steven Stringer

17 others attended

1. Public Comment.

None.

2. Approval of agenda.

Approved as submitted.

3. Consent Agenda:

- a. Approval of vouchers for payment
- b. Adopt, amend and adopt or reject Fiscal Year 25-26 Tonopah Library District Debt Management Policy. (Becky Braska)
- c. Approval of Fiscal Year 25-26 Tonopah Library District Indebtedness Report. (Becky Braska)
- d. Approval of Fiscal Year 25-26 Five-Year Capital Improvement Plan for the Tonopah Library District (Becky Braska)
- e. Approval of temporary increase to Mike Sain's Bank of America credit card in the amount of \$1,501 for purchase of a mini-split AC for the Historic Library (Tonopah Library)
- f. Approval of accepting a proposal from Simerson for 2025 HVAC maintenance services for one year. The facilities included are: Tonopah Library and the Historic Library. Amount not to exceed \$1,480.00 (Joe Westerlund)
- g. Approval of minutes from the following meeting(s): April 23, 2025
- h. Review of correspondence

Chairman Kaminski pulled item F for discussion.

Trustee Eastley moved to approve items A – E and G & H and Trustee Stringer seconded. No further discussion and the motion carried 5-0.

Approval of accepting a proposal from Simerson for 2025 HVAC maintenance services for one year. The facilities included are: Tonopah Library and the Historic Library. Amount not to exceed \$1,480.00

Chairman Kaminski stated there is no sense going with the contract as they are going with a mini-split and it will be cheaper to keep replacing it if needed. No action was taken.

4. Discussion, deliberation, and possible acceptance of renewal proposal for the Tonopah Library District from Nevada Public Agency Insurance Pool (POOL) and approval for payment from fiscal year 2025-2026 funds.

Presentation by Kayla Frost.

NEVADA PUBLIC AGENCY INSURANCE POOL COVERAGE SUMMARY

The current Property market conditions have softened a little over last year and the economic inflation is not as hard felt. With the market conditions listed below, contributions are mainly reflecting changes in exposures, such as Total Insured Values, Number of Employees, Amount of Payroll, Number of Law Enforcement, Number of Students, Firefighters, EMT's, and the Number of Vehicles (below is a breakdown of your application exposures year-over-year).

For All Members Property, NPAIP obtained a favorable rate decrease compared to expiring, due to our long-term relationship in the London Market.

Municipality Liability for NPAIP continues to be impacted by adverse loss development related to social inflation, law enforcement and climate change.

The School Liability for NPAIP continues to be impacted by large settlements due to Wrongful Acts including Sexual Abuse and Molestation.

Coverage:

Maintenance Deductible:	\$ 500
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	2024	2025	Percent (%) Change
Program Cost Comparison	\$4,988.40	\$5,339.30	7.03%

Key Exposures:

	2024	2025	Percent (%) Change
Payroll	\$64,335	\$70,256	9.20%
Total Insured Values	\$1,468,420	\$1,596,130	8.70%
Auto Count	0	0	0.00%
Law Enforcement	0	0	0.00%
Employees	6	6	0.00%
EMT's	0	0	0.00%
Student ADA	0	0	0.00%
Teachers	0	0	0.00%

NEVADA PUBLIC AGENCY INSURANCE POOL COVERAGE SUMMARY

Member Contribution:

Total Cost:	\$4,990.12
Agent Compensation:	\$ 349.18
Total Program Cost Including All POOL Services:	\$5,339.30

Trustee Eastley moved to accept the renewal proposal for the Tonopah Library District from Nevada Public Agency Insurance Pool (POOL) and approval for payment from fiscal year 2025-2026 funds and Vice Chair Baker seconded. No further discussion and the motion carried 5-0.

5. Managers' and Library Board Members' Comments

None.

6. Public Comment

None.

7. Adjourn.

Meeting adjourned at 7:09 p.m.

Town of Tonopah & Tonopah Library District Board of Trustees
Invoices, Vouchers, Journal Entries, & Minutes


Don Kaminski Chair/Chair


Joni Eastley Vice Chair/Trustee


Marc Grigory Clerk/Clerk

Steven Stringer Member/Trustee


Douglas Baker Member/Vice Chair

APPROVED ON JULY 23, 2025:

INVOICES: \$ 112,873.76

JOURNAL ENTRIES: \$4,203.74

MEETING MINUTES: JUNE 25 & July 9, 2025

APPROVAL OF INVOICES RECEIVED IN JUNE/JULY/AUGUST 2025 NOT ON THE LIST FROM THE FOLLOWING VENDORS (TO AVOID LATE FEES): REBEL OIL, FLYER'S, STEVE'S AUTO PARTS, CENTRAL NEVADA HARDWARE, RALEY'S, FRONTIER, NV ENERGY, TONOPAH PUBLIC UTILITIES, BLACKBURN PEST CONTROL, MIMOWORKS, SUBURBAN PROPANE, BANK OF AMERICA PURCHASES FOR MIKE SAIN \$798.47/\$90.05 AND JESSYKA BOTELER \$853.10/\$891.59, PAYMENT TO HORIZON POOLS FOR POOL VAC (amount TBD w/invoice—quote was rec'd \$4,124)

Prepared by: _____


Jennifer Mills

Date	Vendor	Invoice #	Dept to Charge	Total
07/09/25	WESTERN NV SUPPLY	11834828	PARKS	\$ 998.68
06/10/25	OASIS ONLINE	498018521	TOT/TPU	\$ 5,002.45
07/10/25	OASIS ONLINE	498018551	TPU/TOT	\$ 5,002.45
05/05/25	ROCKING U ARENA	25101	FAIRGROUND	\$ 554.50
07/09/25	ROBERT HERREN	070925RH	TPU	\$ 42.00
07/13/25	RUSS GARTZ	202508	TOURISM	\$ 100.00
07/11/25	PAPE MACHINERY	162535159	MAINT	\$ 23.47
06/23/25	LN CURTIS	961193	TVFD	\$ 1,730.00
06/28/25	CAL NV TOWING	4485	TPU/TOT	\$ 144.08
06/28/25	CAL NV TOWING	4464	TPU/TOT	\$ 285.93
07/02/25	PAPE MACHINERY	16231100	TPU/TOT	\$ 709.06
06/23/25	AMERICAN WATER WORKS ASSOC	246440	TPU	\$ 525.00
07/09/25	SUMMIT FIRE/SEC	3375215	TPU/TOT/CC/THMP/LIB	\$ 2,181.00
07/02/25	QUILL	44756416	TOT/TPU	\$ 100.53
06/26/25	QUILL	44689777	TPU	\$ 132.99
07/14/25	CAL NV TOWING	4649	TOT/TPU	\$ 216.13
07/09/25	THATCHER	103210	POOL	\$ 677.34
07/14/25	NYE CO EMS	CPR2025	POOL	\$ 60.00
07/23/25	TONOPAH PETTY CASH	PETTYJUNE25	POOL	\$ 30.00
08/26/24	SILVER STATE LABS	319086	TPU	\$ 219.00
08/26/24	SILVER STATE LABS	319087	TPU	\$ 117.00
09/25/24	SILVER STATE LABS	320371	TPU	\$ 58.00
10/14/24	SILVER STATE LABS	321274	TPU	\$ 92.00
11/25/24	SILVER STATE LABS	322852	TPU	\$ 58.00
02/21/25	SILVER STATE LABS	326236	TPU	\$ 92.00
05/28/25	GRISWOLD IND	919454	TPU	\$ 1,523.20
05/28/25	GRISWOLD IND	919455	TPU	\$ 562.40
05/28/25	GRISWOLD IND	919456	TPU	\$ 1,982.80
05/28/25	GRISWOLD IND	919457	TPU	\$ 1,758.40
06/11/25	GRISWOLD IND	920510	TPU	\$ 2,770.40
06/11/25	GRISWOLD IND	920511	TPU	\$ 2,525.20
06/11/25	GRISWOLD IND	920512	TPU	\$ 1,847.20
06/18/25	GRISWOLD IND	5033097	TPU	\$ (82.98)
06/18/25	GRISWOLD IND	5033096	TPU	\$ (78.31)
06/18/25	GRISWOLD IND	5033095	TPU	\$ (78.43)
07/15/25	CAL NV TOWING	4319	TPU/TOT	\$ 267.96
07/15/25	CAL NV TOWING	4599	TPU/TOT	\$ 30.00
07/15/25	CAL NV TOWING	4600	TPU/TOT	\$ 30.00
07/08/25	LIBRARY PETTY CASH	LIBPETTYJUNE25	LIBRARY	\$ 103.34
07/09/25	LN CURTIS	966713	TVFD	\$ 2,106.98
07/09/25	GRAINGER	9566896388	MAINT	\$ 141.42
07/08/25	WITMER	712411	TVFD	\$ 991.27
07/16/25	GRAINGER	9575186888	POOL	\$ 42.45
07/15/25	INLAND SUPPLY	1106959	MAINT	\$ 490.14
07/16/25	WITMER	716020	TVFD	\$ 5,886.28
07/16/25	WITMER	716019	TVFD	\$ 1,038.00
06/30/25	M4		TPU	\$ 41,075.85
07/01/25	GERALD YEAGER	AUG25	TVFD	\$ 1,000.00
07/19/25	FORGED AND FAB/RAMON FAGUNDO	BLK719	THMP	\$ 500.00
07/19/25	STEVE NELSON	BLK720	THMP	\$ 1,000.00
06/30/25	NYE CO SEN NUTRITION	TOWN2025	ADMIN	\$ 13,197.97
07/17/25	SILVER STATE LABS	331703	TPU	\$ 117.00
07/21/25	GANDA CONCRETE	4123	TOT/HORSESHOE	\$ 10,685.00
07/16/25	ADVANCED SURVEYING	02540-01	TPU	\$ 900.00
07/17/25	OPI	337807	CC	\$ 73.60
07/01/25	NYE CO TREAS	012-161-04	TPU	\$ 5.90
07/17/25	AYERS CREATIONS	198	CC	\$ 250.00
07/21/25	RUSS GARTZ	202509	TOURISM	\$ 100.00

07/21/25	UNDERGROUND SVC ALERT	2025175710	TPU	\$	352.27
07/07/25	QUILL	44788512	TOT/TPU	\$	135.42
07/09/25	GRAINGER	9566896388	TOT MAINT	\$	141.42
07/17/25	M&K ENT	21673	THMP	\$	330.00
	July 23, 2025				
	REVIEWED AND APPROVED BY				
	TONOPAH TOWN & LIBRARY BOARD				
	TOTAL \$				112,873.76

07/21/25	HORIZON POOLS	QUOTE	POOL/CAPITAL	\$ 4,124.00
	THIS IS FOR A NEW AUTOMATIC			
	POOL VACUUM			