

**ROUND MOUNTAIN TOWN  
BOARD MEETING  
DONALD L. SIMPSON COMMUNITY CENTER  
650 CIVIC DRIVE, HADLEY SUBDIVISION  
ROUND MOUNTAIN, NEVADA  
TUESDAY, FEBRUARY 12, 2019 – 4:30 P.M.**

**MINUTES**

Members Present: Craig Barber, Vice Chair  
Heather Enzi, Member  
Kayla Musselman, Member

Members Absent: James Swigart, Chair  
Robert Spivey, Jr. Clerk

Also Present: Pearl Olmedo, Town Manager  
Rebecca Hansen, Administrative Supervisor

Citizens Present: Dan McArthur      Mallory Barber      Emily Hendrickson



**Call meeting to order/roll call**

Craig Barber called the meeting to order at 4:30 p.m. Barber – Vice Chair, Heather Enzi – Member, and Kayla Musselman – Member were in attendance.

**Pledge of Allegiance**

The pledge of allegiance was recited.

**General Public Comment (FIRST)**

None.

**Approval of the February 12, 2019 agenda**

Enzi motioned to approve the agenda. Musselman seconded the motion; motion passed 3-0.

**Approval of January 22, 2019 meeting minutes**

Enzi motioned to approve the January 22, 2019 minutes. Musselman seconded the motion; motion passed 3-0.

**Daniel C. McArthur to present Financial Audit for year ending June 30, 2018**

McArthur stated normally he would've been here three months ago however since the books are tied with the County's book and as the treasurer's office is responsible with all the cash receipts, the monthly cash reconciliation process from December of 2017 to June of 2018 had not been completed. The delay does not affect our numbers but did affect him getting here because if he doesn't know the cash is right, he cannot present the audit. Just a few things to go over in the audit. On the independent auditor report page, it talks about the responsibilities and the management of the Town and the responsibilities of the auditor, making sure all the finance statements are accurate and fair. Bottom of the page is deemed a clean audit opinion. Top of page 3 includes errors, however there were no errors made by the Town nor the auditor. PERS made an error on retiree payments made for all the employees that work for the Town to the Nevada PERS system of retirement. The accounting rules changed on the retirement system a couple years ago, they're suppose to address the Town of those changes and got it to the Town a year late. Therefore, changes had to be made in the beginning balances in

which last year was wrong because they didn't get the information to the Town in a timely manner; not the Town's fault. Page 8, is a consolidation of all the funds and the revenue expenditures for the governmental activities and businesslike activities. In governmental activities you see charges for services \$38,000, that's basically fees. The next one down shows revenue; ad valorem taxes which is basically property tax, looking at the '18 number it is \$1,274,000 and the '17 number is \$655,000 the difference is what's called net proceeds tax. The significant difference is because the tax law changed for the mine two years ago where they don't have to deposit tax until after the tax year. Consolidated tax is sales tax, driven by Nye County as a whole and how much activity is going on in the county as a whole. Total expenditures of the governmental fund, last year was \$908,000 this year it's \$998,000. The increase seems pretty consist. He is supposed to audit the Town and look for any compliance with law and regulations and make sure that it's financially related and that the Town adhered to those compliance requirements. Based on all the audit information there were no errors or anything that needs to be reported. He is supposed to report if there needs to be improvements in accounting. The Town of Round Mountain is in a good financial position. Page 64 is a special sales tax fund, this was a fund started by Nye County Commission about 3 years ago where they levy an extra tax on all the sales that take place in the county. This fund is to be allocated to Round Mountain Sherriff's office. They need to present in front of the board and get permission to spend this money and spend it on the plan presented. Page 66 is a fund that pretty much mirrors the special sales tax fund, the fire fund, this sales tax comes in and is available to be spent by our local fire department.

Musselman motioned to approve the financial audit as read and explained. Enzi seconded the motion; motion passed 3-0.

**Request for Board to approve and sign a letter to Nye County Finance authorizing payments to be made prior to Town Board approval for the following: A) All utility bills, contract bills, and Round Mountain Public Utility Customer deposit refunds; and B) All bills in the event that the Town Board is unable to conduct a meeting due to lack of quorum or other circumstances**

Pearl Olmedo explains that these are housekeeping items to ensure that we operate smoothly in event of a cancelled Town board meeting and pay our bills timely.

Enzi motioned to approve the Letter to Nye County Finance. Musselman seconded the motion; motion passed 3-0.

**Discussion, deliberation, and possible decision to purchase fireworks for July 4, 2019**

Two quotes were received from Lantis Fireworks and Fireworks West. Last year we spent \$14,977 and received \$2400 in sponsorships. Fire fighters pleased with both companies. After much discussion, members requested to table until a full quorum is available to make a decision.

Enzi motioned to table the fireworks. Musselman seconded the motion; motion passed 3-0.

**Discussion, deliberation, and possible decision to write off Round Mountain Public Utilities final accounts that are undeliverable and uncollectible. A) Inactive accounts with balances owing older than 4 years old; B) Inactive accounts with balances owing less than 4 years old to be sent to a collection agency**

Olmedo explains that the oldest account in the books is from 2009. Requesting this to clean up our AR reports in the system as it's currently looking pretty ugly.

Musselman asks if there's absolutely no way to get ahold of these people.

Olmedo explains there is not. They decide to not have a forwarding address and it comes back to us as undeliverable.

Rebecca Hansen explains that the reason we ask for the older than 4 years to be completely wiped is because the collection agency can go in between 4-6 years and pushing the 6-year limit turns into a real legal battle. If the less than four years are approved a letter to the customer explaining that they have until a specific date to pay on the account and if not, it's going to collections.

Enzi motioned to approve to write off any accounts older than 4 years. Musselman seconded the motion; motion passed 3-0.

Enzi motioned to approve to send accounts less than 4 years to collections. Musselman seconded the motion; motion passed 3-0.

**Discussion, deliberation, and possible decision to approve the opening of a Business Online Banking account for the Town of Round Mountain's Nevada State Bank checking account**

Olmedo explains that with the credit card option coming into play that we would like the capability to verify those daily deposits. Strictly verifying monies received and that they are the correct amounts.

Musselman motioned to approve an online banking account. Enzi seconded the motion; motion passed 3-0.

**Discussion, deliberation, and possible decision to approve, amend and approve draft resolution to return fuel tax monies to Nye County held in Town of Round Mountain's General Fund**

Olmedo explains that we've spoke with the comptroller's office, they were fine with what was drafted however they recommended we contact the director of Public Works which would be Tim Dahl. We've got together all the fuel tax dollars that have been received from the state; archives aren't easily accessed however but was able to find figures going three years back; also looking back at what we have in our audits. As of gallons reported that is not given, so if that's something we want to find out we would have to ask RMGC and the Landing Zone to give us those figures to keep track. Another thought is to have an outside legal team look at the resolution.

Item tabled.

**Correspondence, awards, department updates, and announcements**

1. Tonopah Town Board Special Meeting Agenda from 2/1/19.
2. Management Representation Letter FY ending 6/30/18, dtd 2/5/19.
3. Minutes Representation Letter FY ending 6/30/18, dtd 2/5/19.
4. Fund Representation Letter FY ending 6/30/18, dtd 2/5/19.
5. Letter Re: Special Fireworks Permit – 2019, dtd 2/7/19.
6. Tonopah Town Board Meeting Agenda for 2/13/19.
7. Tonopah Library Board of Trustees Meeting Agenda for 2/13/19.

Olmedo reviewed the correspondence. SCADA system is 75% done, have to upgrade to stronger receivers. The previous board had traded personal accrued hours of the previous retired TM for the TM house that sits over by the pond. The assessor's office went and recorded all the paperwork and he received a new parcel number and we are in the final stages of completing however we have to have to board sign off on the deed. Hadley pond had no physical address and now Hadley pond is 101 Smoky Valley Blvd. We contacted the DA's office to take a look at the Quick Claim Deed for signing over the property to Sweeney and were told that per District Attorney that the DA's office will not represent the Town Board unless we are being sued. Therefore, we have to look elsewhere if we need some something legal done such as contracts or someone to look over things and that will cause an increase in our operating budget. Remodel is slowly moving forward. February 21<sup>st</sup> Darrick, Pearl, and Rebecca will be heading to Hawthorne to look at their wetland project. Our nitrate levels with that new well are not going down. Had a conversation with NDEP they are stating that we may have to start gearing up going to wetlands

which will be growing alfalfa to try to lower nitrate levels going back to underground water. The trip is to take a look at the process and see what they had to go through and try to get a copy of their engineering reports.

Barber had asked if we've tested the raw sewage coming from the RV park. Also mentions that most RV parks use some type of chemical in their waste holdings to control odor and bacteria. And looking at people connecting up second residences and wonder if that's creating a contribution to the problem.

Olmedo explains that way back when before Hadley Subdivision, this was a farming land. It's not known if the high nitrate levels are from that as there hasn't been a soil sample done. An engineer came out and did a research paper regarding the nitrate levels awhile ago. NDEP will be onsite in April or May to do a site visit to check things out.

Item tabled.

### **Review and approve invoices for the Town of Round Mountain**

Musselman motioned to approved the invoices. Enzi seconded the motion; motion passed 3-0.

### **Budget Workshop for fiscal year 2019 – 2020**

Olmedo presented Salaries and Benefits subtotals with no cost of living adjustment:

Administration Department – \$385,979.22; Fire Department – \$14,515.53; Recreation Department – \$118,364.43; Pool Department – \$34,105.68 for seven part-time summer lifeguards; Buildings & Grounds – \$203,701.55; Total General Fund salaries and benefits – \$756,666.41; Enterprise Fund (Round Mountain Public Utility) – \$95,897.10; Total General Fund and Enterprise Fund salaries and benefits – \$852,563.51.

Salaries and Benefits subtotals with a \$0.50 cent cost of living adjustment:

Administration Department – \$389,908.54; Fire Department – \$14,575.64; Recreation Department – \$121,267.80; Pool Department – \$34,105.68; Buildings & Grounds – \$208,036.61; Total General Fund salaries and benefits – \$767,894.28; Enterprise Fund (Round Mountain Public Utility) – \$98,118.20; Total General Fund and Enterprise Fund salaries and benefits – \$866,012.47.

Olmedo noted the Administrative Aide's salary and benefits is taken ½ from general fund and ½ from enterprise fund, this is the only salary budgeted that way.

Olmedo explains that McArthur touched on special revenue account and mentions in the account we have to go to wetlands she would like to use the \$82,000 towards that. We are completely surrounded by BLM land and talking with Joe, we have two pretty decently sized ponds right now that could be used without having to go to BLM to ask for land. Clean sewage water would be drained to NDEP approved plants to possibly absorb the nitrates.

### **General Public Comment (SECOND)**

No comment.

### **Adjourn meeting**

Musselman motioned to adjourn the meeting. Enzi seconded the motion; motion passed 3-0. Meeting adjourned at 5:52 p.m.