

**ROUND MOUNTAIN TOWN BOARD
REGULAR MEETING
DONALD L. SIMPSON COMMUNITY CENTER
650 CIVIC DRIVE, HADLEY SUBDIVISION
ROUND MOUNTAIN, NEVADA
rmtownadmin@gmail.com
TUESDAY, FEBRUARY 23, 2016 – 4:30 P.M.**

MINUTES



Members Present: Lisa Davila, Clerk – via telephone
Greg Schoen, Member
James Swigart, Member
Wesley Hubred, Member

Also Present: Pearl Olmedo, Interim Town Manager

Citizens Present: Ranay Guifarro
David M. Rascon
Mitch Mittelstadt
Pearlene J. Nockideneh
Sergio Olmedo

CALL MEETING TO ORDER

ACTION: Schoen called the meeting to order at approximately 4:48 p.m.

PLEDGE OF ALLEGIANCE

The pledge was recited.

GENERAL PUBLIC COMMENT (first)

There was none.

ELECTION OF ROUND MOUNTAIN TOWN BOARD OFFICERS FOR THE YEAR 2016

Schoen noted Nye County Board of County Commissioners will appoint the vacant seat next Tuesday and he didn't want to keep delaying this but at the next regular meeting there will be five members.

Davila agreed it was a great idea.

ACTION: Schoen motioned to table until the next regular scheduled board meeting. Davila seconded the motion; motion passed 4-0.

APPROVAL OF FEBRUARY 23, 2016 AGENDA

Olmedo requested to remove items 6 and 12.

ACTION: Swigart motion to approve agenda tabling items 6 and 12. Hubred seconded; motion passed 4-0.

DAVE RASCON, SMOKY VALLEY BASEBALL PRESIDENT, TO REQUEST THE USE OF TOWN BALLFIELDS

David Rascon introduced himself and explained he is President of the Smoky Valley Baseball league and they are a non-profit organization. He requested the use of the ballfields, concession, and bathrooms. The opening day is April 9th and practices to begin as soon as possible – first week of March through June 4th. They are planning for home and home games with Eureka and Tonopah.

Schoen noted this was a standing...

Olmedo noted yes it was a standing request and in past the board has approved. She asked Rascon to ensure there was no vandalism to the facilities and to check out a key. She also explained Rascon has coordinated with high school softball for use of the fields.

Mitch Mittelstadt explained maintenance coordinates with Rascon to get the field in shape.

Schoen questioned if there was anything the fields needed.

Mittelstadt noted new bases, break away bases for safety of the kids.

Rascon noted they purchased theirs. But in past the town provided.

Olmedo requested to purchase to assist the league.

Mittelstadt also mentioned chalk for the lines.

ACTION: Hubred made a motion to approve use of fields from March to June. Davila seconded the amended motion; motion passed 4-0.

READING, CORRECTION, AND APPROVAL OF THE DECEMBER 15, 2015 AND JANUARY 12, 2016, JANUARY 26, 2016 AND FEBRUARY 9, 2016 MEETING MINUTES

ACTION: Agenda item tabled.

DISCUSSION AND POSSIBLE DECISION TO AUTHORIZE AND APPROVE RESOLUTION NO. 2016-01, AUTHORIZING THE ESTABLISHMENT OF A POLICE/SHERIFF SPECIAL REVENUE FUND TO RECEIVE FUNDS ALLOCATED PER THE NYE COUNTY SALES AND USE TAX ACT OF 2007

Olmedo explained the determination came from the Attorney General the funds are to be placed in each entities accounts rather than Nye County.

ACTION: Swigart motioned to table items 7 and 8, Resolution No. 2016-01 and 2016-02. Hubred seconded the motion; motion passed 4-0.

DISCUSSION AND POSSIBLE DECISION TO AUTHORIZE AND APPROVE RESOLUTION NO. 2016-02, AUTHORIZING THE ESTABLISHMENT OF A FIRE SPECIAL REVENUE FUND TO RECEIVE FUNDS ALLOCATED PER THE NYE COUNTY SALES AND USE TAX ACT OF 2007

ACTION: Agenda item tabled.

DISCUSSION AND POSSIBLE DECISION TO SET THE DATES, TIME AND PLACE FOR FISCAL YEAR 2016 – 2017 BUDGET WORKSHOP

Olmedo explained the workshops were on regular scheduled meetings.

ACTION: Schoen motioned to set the budget workshops with March 8 and March 22, 2016 regular board meetings. Davila seconded the motion; motion passed 4-0.

SEWER PROJECT UPDATE

Olmedo noted she went up with Lumos & Associates, Josh Christensen, Bob Foerster – Nevada Rural Water Association, and Dan Sweeney to request an extension to the Administrative Order of Consent's June 30, 2016 deadline. She informed them we were in process of awarding the bid and due to weather constraints, the sewer liner could not be installed until the ponds were dry. She explained the initial request was for August 31 and NDEP came back with a deadline of September 30, 2016. And when the bid was officially awarded, the contractor would be working on other contract items until the liner could be installed.

Schoen requested an update to the bid protest.

Olmedo explained Aspen Developers received the response letter via e-mail and she hand delivered February 18th. Also noted the governing body is to decide in open meeting whether to uphold or reject the bid protest. She recommended March 8th town board meeting to determine the bid protest so that Mike Hardy could be available.

CORRESPONDENCE, AWARDS, AND ANNOUNCEMENTS

1. Gmail from Jon Winfield Re: Official Protest from Aspen Developers 2-1-16.
2. Tonopah Town Board & Library Board of Trustees meeting agenda for 2/10/16.
3. Round Mountain Town Board Meeting agenda for 2/9/16.
4. Board Application – Tamarah Rascon.
5. Tonopah Town Board & Library Board of Trustees Budget Workshop agenda for 2/19/16.
6. Tonopah Town Board & Library Board of Trustees meeting agenda for 2/24/16.
7. Letter from Jon Winfield – Aspen Developers RE: Official Protest and Response to Round Mountain Response, dtd. 2/18/16.
8. Lumos Responses to Protest Letter, dtd. 2/18/16.
9. Gmail from Marla Zlotek Re: Follow up Bid Protest.
10. Gmail from Elizabeth Westerlund Re: Late Application for Round Mountain Town Board March 1st Agenda – Board Application – Roger Morones.

Olmedo noted Tamarah Rascon is on the Nye County Board of Trustees March 1st meeting agenda and the Clerk's Office had asked if it was okay to include Roger Morones' application. She also noted Dave Hendriks are in process of putting up the barricades around the propane tank, if it already isn't complete. Hubred noted it was completed. And Nye County Road department has been in contacted in regards to the potholes around town. Mittelstadt was tasked with mapping all the potholes and it was forwarded. She mentioned that the Road Department is aware of the potholes but they are overwhelmed. She also thanked Round Mountain Gold in filling-in the pothole at Pablo and Electrum.

Hubred mentioned he was in a meeting with DOT and NHP, and he was given a business card so the Town could request of the State to assist with Electrum and Pablo Canyon Road in an emergency situation. All they request is a letter with a phone call and they would assist.

Olmedo questioned if Nye County would need to call. Hubred wasn't sure but suggested to call the number on the business card.

Mittelstadt noted the State's plows are fixed and they could potentially tear up the roads.

Olmedo also noted recreation department ordered two new pieces of equipment.

NYE COUNTY COMMISSIONER'S MEETING REPORT

There was none.

PERSONNEL ACTIONS A. DISCUSSION AND POSSIBLE DECISION TO PROMOTE PEARL OLMEDO TO TOWN MANAGER B. DISCUSSION AND POSSIBLE DECISION TO HIRE AN ADMINISTRATIVE AIDE

<u>EMPLOYEE</u>	<u>ACTION REQUESTED</u>	<u>HRLY. RATE</u>	<u>LONG.</u>	<u>EFFEC. DATE</u>
Mittelstadt, Daleana Administrative Aide	Request to hire as Admin. Aide	\$12.40		02/24/16*
Olmedo, Pearl	Promote to Town Manager	\$		

*Date of hire unknown, would like to start Administrative Aide as soon as possible.

Olmedo noted four applicants were interviewed and recalled two for another interview and basic computer testing.

ACTION: Schoen motioned to approve to hire Daleana Mittelstadt as Administrative Aide at hourly rate of \$12.40 as soon as possible. Davila seconded the motion; motion passed 4-0.

Olmedo noted her interim period expired February 2, 2016 and discussion was to promote to full-time or whatever the Board decides to do.

Schoen asked if they set or discussed a salary level for that position.

Olmedo noted an interim level was set and if the appetite was to continue her as full-time then a salary would be discussed along with everything else.

Davila noted because the way the personnel actions was written they need to be careful what they discuss and really can't go in to detail in terms they don't want to hire Olmedo as Town Manager or why not. And her opinion is it needs to be an agenda item and not a personnel action; in case anyone wanted to discuss the pros and cons.

Schoen noted he agreed with that and did they need to establish a salary that goes along with the promotion so it all could be done in one action.

Davila noted absolutely.

Hubred questioned Olmedo if she was the administrative aide to Sweeney. So she already received benefits through the Town and asked if those benefits were different for a Town Manager versus an administrative aide.

Olmedo explained in terms of medical, life insurance, dental, and vision, they are the same; the only difference is the town manager position is an exempt position but that could potentially change if there is an increase to salary rule in exempt status. Other than that, discussion would be salary, whether a vehicle would be provided, the previous town manager had housing and things of that nature.

Swigart questioned if the interim period could be extended due to Thanksgiving, Christmas and New Year's and resignation of two board members, possibly 60 or 90-day extension for the interim position, and then have more time for the other discussion.

Schoen noted there was discussion but a conclusion wasn't met. He noted interim is one thing but a full-time position they need to look at the benefits tied to the position. And they were all aware Sweeney had a town vehicle and certain things go along with the position or not it just depends and he thought the Board needed to consider the package.

Swigart noted the previous employee played a dual role of town manager and fire chief.

Davila questioned Olmedo if this could wait for the next meeting.

Olmedo noted she reached out to all board members in terms of how to agendaize and with no response, she went back to how Sweeney's was agendaized. And told the members it was up to them on how to proceed.

Davila noted being fair to Olmedo and other board members, definitely it needed to be brought back for discussion, that there was a lot to think about.

Schoen agreed and fairness to everyone that it is on the agenda and discuss so a package could be put together so it's all spelled out so there is no gray area.

Olmedo requested a wording in regards to the item and if they would like a special meeting.

Hubred agreed it would be a good idea – a meeting on just the town manager and would like to see if possible what Sweeney was offered in terms of benefits, vacation, sick time and insurance.

Schoen questioned if his vacation was set by rule or negotiation and Olmedo noted negotiation, that Sweeney was able to accrue 480 hours of vacation. Schoen also noted Sweeney had a contract and he assumed a contract for the town manager position would be needed. He liked the idea of a special meeting to deal with this one item to work through the details so when the package is presented.

Hubred questioned if there would be a conflict of interest with Olmedo being present.

Olmedo noted the town manager position would be held in open meeting as it was in past.

Davila apologized, she did not receive an e-mail in terms of the request.

Schoen asked if a motion was needed.

Davila stated no, it didn't qualify as for a motion. Pearl?

Olmedo noted to please table or make a motion to bring back as an agenda item.

Davila noted she was trying to remember how the wording was, the time we were first talking about bringing you aboard and it was on the agenda to discuss the character of, did Olmedo know what she was talking about? Olmedo stated yes. Davila didn't remember the entire words but it was to discuss your character and things such as that, did you still need me to look it up or does it refresh your memory?

Schoen stated something along the lines of discussion and possible action to decide the compensation package for the position of town manager – that would be agenda item A and B would be discussion and possible action to hire Olmedo as town manager.

Davila noted to Olmedo that she would send her how the agenda was worded tomorrow.

Schoen noted to the other members to feel free to send any wording to Olmedo.

Swigart mentioned from November 2nd there would be an evaluation process on how Olmedo has done so far.

Olmedo asked if they all would like an evaluation form.

Hubred noted he had only been there twice and didn't know if he could properly evaluate.

Swigart requested a list of what Olmedo has done, there's a lot of things done they didn't see, meetings and classes attended and any accomplishments, not a resume but something to help with the evaluation.

Davila requested an e-mail to everyone.

Hubred confirmed a March 8th or March 1st meeting.

Olmedo and Schoen confirmed for March 1st at 4:30 p.m.

Davila thanked everyone and signed off at approximately 5:39 p.m.

GENERAL PUBLIC COMMENT (second)

There was none.

REVIEW AND APPROVE VOUCHERS

ACTION: Schoen motioned to approve. Swigart seconded the motion; motion passed 3-0.

ADJOURN MEETING

ACTION: Swigart motioned to adjourn. Schoen adjourned at approximately 5:50 p.m.