

**ROUND MOUNTAIN TOWN BOARD MEETING
DONALD L. SIMPSON COMMUNITY CENTER
650 CIVIC DRIVE, HADLEY SUBDIVISION
ROUND MOUNTAIN, NEVADA
TUESDAY MARCH 23, 2021 – 4:30 P.M.**

MINUTES

Members Present: James Swigart, Chair
Heather Enzi, Vice Chair
Robert Spivey, Jr., Clerk
Nicole Silberschlag, Member
Samantha Faga, Member

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

Citizens Present: Sergio Olmedo Allen Stumpf



1. Call meeting to order/roll call

James Swigart called the meeting to order at 4:32 p.m. Swigart – Chair, Heather Enzi – Vice Chair, Robert Spivey, Jr. – Clerk, Nicole Silberschlag – Member, Samantha Faga – Member, were in attendance.

2. Pledge of Allegiance

The Pledge of Allegiance was recited.

3. General Public Comment (FIRST)

No comment

4. Approval of the March 23, 2021 agenda

Spivey, Jr. motioned to approve. Enzi seconded; motion passed 5-0. March 23, 2021 agenda approved.

5. Approval of March 9, 2021 meeting minutes

Silberschlag motioned to approve. Faga seconded; motion passed 5-0. March 9, 2021 meeting minutes approved.

6. Discussion, deliberation regarding status of an Interim Volunteer Fire Chief due to resignation of Fire Chief Brown.

Swigart asked if Rebecca Hansen was getting with Sergio and going over the contract. Hansen stated that on the next item once the new person was appointed go over all the changes to the paperwork with them, as this item is pertaining to the current Chief. Swigart asked if they are to make a motion on this. Silberschlag asked what the deliberation is on resignation of Chief Brown. Pearl Olmedo said once we deliberate on that, like they have the last few meeting, we can make a motion to continue on as volunteer Fire Chief. Swigart stated they should stay with the volunteer Fire Chief. P. Olmedo asked if they already accepted Chief Browns resignation. Swigart stated yes. Hansen stated no motion was made to accept it. P. Olmedo recommended to do that here to make sure it is approved.

Enzi moved to accept Darrick Brown's Fire Chief resignation effective April 30, 2021. Spivey, Jr. seconded; motion passed 5-0. Fire Chief Brown resignation accepted.

7. Discussion, deliberation, and possible decision to appoint a new Interim Fire Chief due to resignation of current Fire Chief, effective on April 30, 2021.

Enzi asked if Sergio wants to do this, as no one is coming on fulltime. Swigart said they discussed it with him at the last meeting; the biggest thing is he is the most qualified to step up as Fire Chief. He has 100% backing from his current boss to spend more time at the department as needed. Swigart stated the concern was any conflict of interest, however it is now in the job description and contract to interact with the Administrative Supervisor. Silberschlag asked if there was a copy of the contract for them to read. Hansen states it was emailed to them and in their packets in front of them. It included the previous contract and job description as well as the updated versions incorporating the changes and recommendations made by the Board. Spivey, Jr. asked what changes were going to be made on the contract. Hansen explained the changes had already been made to the documents the Board was provided. Spivey, Jr. asked S. Olmedo if he has seen the contract. S. Olmedo stated he hasn't. Hansen said the changes were asked to be made in the contract so the changes were made. Since no one has officially been appointed no one has seen the contract besides the Board. When the Board appoints someone, they'll go over the contract with the appointee. Spivey, Jr. stated he liked the changes in the contract. Hansen reviewed the changes made to the appointment contract and the Fire Chief job description. Hansen reached out to other volunteer departments to get ideas on job descriptions as well. Silberschlag asked what was updated in the new job description. Hansen stated the definition at the beginning was changed, took some things out of essential functions and added in the Administrative Supervisor aspects. Silberschlag asked if the total number of monthly fires reported was in the last agreement. P. Olmedo stated it was. Silberschlag asked if it just wasn't done, or how does it work. Swigart stated no they didn't get any of that information. Hansen stated that on required certifications she took out State requirements since we were staying volunteer and added firefighter one is preferred. Swigart stated the other contracts stated that the Fire Chief reported to the Town Manager. Hansen stated the agreement was with the Board, but the job description was from when hiring for fulltime not volunteer. When the description was updated this time, it was made more specific on the duties the Town would be involved in and what duties the Town and Board would be involved in. Silberschlag asked as a volunteer position, they do not have to be a Firefighter 1. Hansen replied correct. Silberschlag asked if the Board could make it mandatory to be a Firefighter 1. Hansen stated it was discussed at last meeting, as a volunteer department the State doesn't require it. Silberschlag asked if you are a volunteer if you get paid. Hansen stated two Fire Chiefs ago they decided to stipend and other volunteer departments do it as well. They do get a 1099 but they aren't on the Towns payroll for benefits and salaries. Silberschlag asked what the value of being a Firefighter 1 is. S. Olmedo asked if by value, meaning money made. Silberschlag said not about money, but as in what value does a Firefighter one bring to our department. S. Olmedo states a Firefighter 1 has hazmat II, ICS, and ELF 1 and 2. the volunteers currently carry hazmat III. Silberschlag asked if the Town pays for these courses. P. Olmedo states the Town pays for the firefighters to attend the courses they need. Swigart stated there is an actual training budget for fire. Silberschlag stated if the Town is going to pay for it and it brings nothing but training value to the department, she would feel comfortable making it a requirement. Hansen states at the last meeting they asked how many hours it took to get and Captain Stumpf said 120 hours, but when she looked into it, it was closer to 170 hours. Swigart stated it is 32 chapters long and you have 14 firemen who run 7 on 7 off, where they can make maybe one meeting a month. S. Olmedo stated the biggest thing was getting a group to commit. Silberschlag stated she was just talking about the Chief becoming Firefighter 1. Hansen stated at the last meeting it was asked if it was attainable and how long it took, the department continues to work towards completing it. You have the hours to complete the book, then the hours for the physical training. There is only one State Fire Marshal in Nevada who can test and logistically they test in areas for certifying paid firemen. It could be a requirement but what time line do you put on it, because you could be looking at years to obtain this. Swigart stated for rural fire departments you look at certified versus qualified and competent. You keep training records so everyone is certified. In a perfect world you would have a Firefighter 1, Firefighter 2, and so on, but that isn't the reality in rural Nevada. Silberschlag asked if we could

give him the building blocks to become Firefighter 1. S. Olmedo stated when they reached out and asked, they need to have a minimum for them to do it. They want 8-12 people to do the practical and then who passed the practical, administer the test. It is hard to send multiple people Monday-Friday with everyone's work schedule. Silberschlag asked to send just S. Olmedo and if that is possible. Hansen stated this was discussed and in the last meeting minutes. We would like for the Chief to have it, that is why it wasn't completely removed from the job description. It was brought up how do you have someone still volunteer, attend all the training, and work fulltime while trying to become a Firefighter 1. S. Olmedo stated there are a lot of things in the test that they do not do, because Round Mountain does not have those type of structures. Silberschlag asked if they could use other surrounding areas to get the 8 people needed. P. Olmedo stated it was tried and it was Beatty and Pahrump, a hand full of guys started classes but it didn't work out. Nye County offers a lot of trainings however, the participation is around Pahrump. Their classes are around the paid departments; therefore, they were Monday-Friday classes. Silberschlag asked if it has to be Nye County or can they use other Counties. P. Olmedo stated they can utilize other departments but it is dependent on one State instructor. Silberschlag asked if they got the State instructor out on a Saturday and they had 8 firefighters couldn't they do that. P. Olmedo stated yes. S. Olmedo stated it is a topic the department is talking about to bring everyone to the next level. The department has been doing research on this, they almost had someone to go over the book with them, but it didn't work out. They'll keep trying to get it. Swigart stated another option is to get more firemen, there is usually 22-24 volunteers. S. Olmedo stated they had people interested, but due to 7 off 7 on they lost a lot of interest from those who don't live here full time. Enzi asked how old you have to be to be a volunteer firefighter. S. Olmedo stated 18. Enzi asked if they can do training for up-and-coming firefighters before they turn 18. S. Olmedo stated there is a junior firefighter program where they can learn the basics. Faga asked whether you're working on continuing education or Firefighter 1 it is out of the same book, if it is just the testing is at the end that is different. What is the difference between the book they are working out of now and Firefighter 1? Swigart stated there are different books depending on the course and what you are testing for. S. Olmedo stated to be a Firefighter 1 you take your ELF A and B which are online classes. Then you have you IS700 and your ICS100 and those are taken in a class. Taking these get you to an equivalent of a Firefighter 1, minus the title. Faga stated in a perfect world it would be great to have a Firefighter 1, but people's jobs have a demanding schedule. She feels due to schedules they'll have a higher burn out rate if they push for Firefighter 1, as a lot of people leave the area on their days off to take care things out of town. Enzi agrees as volunteers don't get paid and they are taking their free time to do this instead of other things. There is already a drop in volunteer numbers as it is. Silberschlag asked how the department recruits. S. Olmedo states they recruit by a buddy system or word of mouth. He has 1-2 people asking every week about the fire department, but no one has shown up. They tell them when and where when asked about it. Faga asked if the firefighters get the same kind of incentives as the ambulance does. P. Olmedo stated the fire department as a whole receives a stipend of \$800 a month instead of a small amount for each fireman who responds to a call and they do what they need with it. S. Olmedo stated they do hold BBQs at times, they sometimes buy hats and T-shirts, stuff like that as well. Swigart asked if they still give checks to people who have a hardship. S. Olmedo stated yes, they pitch in when it is needed. They also do it for people in town not just their firemen. Silberschlag stated maybe putting on the agenda how to get the community involved. Just try to advertise the department more to get more volunteers. Swigart stated if they get the monthly update from the department, the Board can help the Fire Chief come up with ideas to help the department. Hansen stated this is good and we can do it, as long as they have an appointment for Fire Chief.

Enzi motioned to appoint Sergio Olmedo as Interim Fire Chief and to review the contract with the Administrative Supervisor. Faga seconded; motion passed 5-0. Sergio Olmedo appointed Interim Fire Chief effective April 30th 2021.

8. Discussion, deliberation, and decision to set public hearing date and time to approve and adopt Fiscal Year 2021 – 2022 Final Budget – Must be held from May 17, 2021 to May 31, 2021 this year.

P. Olmedo stated in the past the budget hearing was done during regular Board meetings. If they stay with past ways, we are looking at May 25th. The Board can hold a special meeting as well if they would like.

Silberschlag moved to set public hearing date to adopt the budget on the May 25th meeting. Enzi seconded; motion passed 5-0. Public Hearing date to approve and adopt the Fiscal Year 2021-2022 Final Budget on May 25, 2021 during the regular board meeting.

9. Correspondence, awards, department updates, and announcements

P. Olmedo reviewed the correspondence:

1. Designation of Auditor 2021, letter to Evelyn Barragan, Department of Taxation, dtd. 3/10/21.
2. Gmail from Arnold Knightly, RE: New Express Transit Service, rcvd 3/15/21.
3. Gmail from Arnold Knightly, RE: Nye County COVID Relief Program, rcvd 3/16/21.
4. Tonopah Town Board and Tonopah Library District Board of Trustees meeting agendas for 3/24/21.
5. Tonopah Town Board and Tonopah Library District Board of Trustees Budget meeting agendas for 3/26/21.
6. Gmail from Janice Keillor, RE: Land Manager Survey, rcvd 3/18/21.

P. Olmedo went over the Nye County COVID Relief Program, Nye County asked the Town to reach out to local business. There was a total of three business interested, that are working with Nye County. The COVID Pod was last Thursday March 18th 2021. It was opened up to 18 years and older for the general public. The Pod coming out in April should be open to the general population as well. The Johnson and Johnson vaccine was just given to Nye County. It is a one-shot series, but will be given to the homeless and people in nursing homes. It was mentioned that between Tonopah and Round Mountain there was some interest in the Johnson and Johnson vaccine if they can secure any for the rural areas. Regarding Easter the recreation department is working on that, trying to finalize the details for that. P. Olmedo stated the library also wanted to do things. At this time, it doesn't look like they will due to COVID restrictions. The Town would like to do an actual egg hunt and put on the flyer attend at your own risk. Asked the Board if they feel comfortable with that. Silberschlag feels the Town as it is small enough to do a regular hunt. Silberschlag asked about the letter that went to the Governor from the County Commissioners. P. Olmedo stated it was just signed and sent out. Enzi ask how long that takes. P. Olmedo stated she is unsure. The Town is also slowly updating equipment in the weight room and cardio room.

10. Review and approve invoices for the Town of Round Mountain for March 23, 2021

Enzi motioned to approve the invoices. Silberschlag seconded; motion passed 5-0. March 23, 2021 invoices approved.

11. Budget workshop for fiscal year 2021 – 2022.

Silberschlag asked since additional duties have been added to the Administrative Supervisor, will that result in a raise. P. Olmedo states it is an internal decision based on performance. P. Olmedo states the administration budget went up \$4,000 due to water and sewer. The town now has to report all unmetered water that pumps so we will be installing meters at Town locations that are not currently metered. Fire Department did go up due to gas meters. It is now budgeted for \$12,000 for 4 gas meters. For Highways and Streets: Street lights \$18,750; Capital outlay \$48,750; RM Water \$23,250; Old Town Pump House \$5,000; Total Old Town \$28,250. Total Public Works \$77,000. Swimming Pool: Services and supplies \$45,300; Capital Outlay \$154,000; Total \$199,300. Silberschlag asked if the pool opened last summer. P. Olmedo stated no. The roof blew off, electrical needed to be repaired, a chemical shed was installed and small things inside. Parks and recreation: Services and supplies \$154,200; Capital Outlay \$108,100; Total \$461,600. Road Maintenance: Services and supplies \$75,000; Capital Outlay \$50,000; Total \$125,000. Enzi asked about the Hadley road update. P. Olmedo stated they haven't heard back yet. Swigart

asked to have it back on the agenda. Public Safety Sheriff: Services and supplies \$46,231; Capital Outlay \$100,000; Total \$146,231. Public Safety Fire: Supplies and services \$76,858; Capital Outlay \$100,000; Total \$176,858. Round Mountain Public Utilities: Supplies and services \$180,400; Depreciation \$110,000; Total operating expenses \$290,400; Capital Outlay \$207,000; Total is \$497,400. Salaries and benefits. Enzi asked the difference between the 50 cents and the 2.68 percent cost of living increase. P. Olmedo states the 50 cents benefits the employees as a whole, while the 2.68 benefits more towards management as it goes based on pay. Enzi asked when the raises would happen. P. Olmedo stated July 1, 2021. Silberschlag asked what number they are trying to stay below budget, before the Board decides. Olmedo replied the town has been budgeting conservatively and has remained under \$1 million on salaries and benefits. Enzi asked about a merit increase. P. Olmedo stated they stopped doing that around 5 years ago and went straight cost of living. Silberschlag asked if they could do management and then regular employees to make it fairer. P. Olmedo stated she can do that, and the 50 cent raise benefits everyone the same. Enzi stated that normally a cost-of-living raise is the same for everyone, therefore the 50 cents would be best. Silberschlag asked if they can see what it looks like giving all Town employees a \$1 raise instead of the 50 cents or percentage. P. Olmedo stated yes. Swigart asked about the water operator certification budget based on salary. P. Olmedo stated getting that certification isn't easy as the exam isn't set up for small lagoons like Round Mountain has. Swigart stated someone from the past did it, therefore it can happen again. Enzi asked if the maintenance supervisor was qualified for the waste water when put into the position. P. Olmedo said no he was not certified, as we have someone who comes out to do it. Enzi asked how long has the maintenance supervisor been studying for the waste water exam and how long will the Town allow him to, before they do something about it. P. Olmedo stated every quarter there is an exam. Silberschlag asked if someone else can take the exam. P. Olmedo stated yes someone else can. Enzi asked if the Town pays for the test. P. Olmedo stated the Town reimburses for the test, as the Town has always done that. Silberschlag stated it is okay to fail once or twice but more than that, the individual should have to pay for the exam. Silberschlag asked who is the next person who can take the test and can they use him. P. Olmedo stated in the job description they can progress as they pass the basics. However, we are unsure of the reason why the test isn't being passed and noted they are walking a fine line due to talking about the employees. Swigart states it is costing the Town \$14,000 a year to bring in someone to do waste water, instead of the Town just getting someone certified. Enzi recommended using the person under the supervisor start training for the test as well so the Town has someone. Swigart asked to get back to salaries and benefits. Silberschlag asked to see the \$1 raise. P. Olmedo stated the last vice-chair suggested doing a 50 cent raise and then another one 6 months later. Silberschlag suggested just doing a \$1 to help with the COVID impact and starting the 50 cent the year after. Spivey, Jr. agreed with Silberschlag.

Silberschlag motioned to approve a \$1.00 raise. Spivey, Jr. seconded: motion passed 5-0. The cost-of-living raise of \$1.00 for Salaries approved.

P. Olmedo stated they will see a \$1 increase on the budget for next meeting. A resolution for the Board to adopt will be on a future agenda. Faga asked when the appropriate time to discuss plans for new recreation projects. P. Olmedo stated any time during a budget workshop. Just submit the ideas and it'll be budgeted for, so the Town and Board can view it. Faga suggested adding a basketball court by the skatepark and tennis courts as many kids hang out there, or even a splash pad for the younger kids. P. Olmedo stated they are working on that area as well due to fence damage and cracks in the asphalt. They would like to make it a multi-use court instead of a tennis court.

General Public Comment (SECOND)

No comment

Adjourn meeting

Enzi motions to adjourn the meeting. Spivey, Jr. seconded: motion passed 5-0. Meeting adjourned at 6:25 p.m.