

PAHRUMP TOWN BOARD AGENDA

Harley	Bill	Tom	Robert	Amy
Kulkin	Dolan	Waters	Adams	Riches
Chair	Vice-Chair	Clerk	Member	Member

TOWN OF PAHRUMP MISSION STATEMENT

Our mission is to balance our history as a rural community with our need to provide appropriate and sustainable services to our citizens and those who visit our community. We will do this by demonstrating honest, responsive leadership and partnering and when appropriate to augment our resources.

NOTICE TO MEMBERS OF THE AUDIENCE

The Pahrump Town Board meets the second and fourth Tuesday of each month at in the Nye County Building, 2100 E. Walt Williams Drive. Agendas are available at the Town Office on the Thursday prior to each Board meeting and are posted on the Town website at www.pahrumpnv.org Also Please find a video of our Pahrump Town Board meetings at the following link - URL **Granicus Instructions:**

http://nyecounty.granicus.com/MediaPlayer.php?view_id=3&clip_id=330

BOARD MEMBER	PHONE	EMAIL	TERM EXPIRES
			DECEMBER 31
Harley Kulkin	727-1525	hkulkin@pahrumpnv.org	2014
Bill Dolan	910-1617	bdolan@pahrumpnv.org	2016
Dr. Tom Waters	764-0949	twaters@pahrumpnv.org	2014
Robert Adams	910-1965	radams@pahrumpnv.org	2014
Amy Riches	764-0751	ariches@pahrumpnv.org	2016

A quorum of Advisory Board members may be present at any Town Board meeting, but they will not take any formal action.

SPECIAL NOTES:

Public comment is limited to 3 minutes, unless extended by the Town Board Chair. It is requested that advisory reports and or presentations be kept to 15 minutes.

Any member of the public who is disabled and requires accommodation, assistance or a wireless microphone at this meeting is requested to notify the Pahrump Town Office in writing or call 775-727-5107, prior to the meeting. Assisted listening device is available at Town Board Meetings upon request with 24 hour advance notice.

MEETING CONDUCT:

Audience members and speakers may not use provocative, rude, obnoxious, abusive, inflammatory, slanderous, or offensive comments. Any person who makes such remarks or otherwise disrupts the meeting with loud outbursts, shouting, threats or other disruptive behavior will be warned by the Chair that his or her behavior is unacceptable. If after receiving a warning, any person persists in disrupting the meeting, the Chair shall order that person to leave and may utilize law enforcement to enforce that order. The Town Board shall have the power to prevent, punish and restrain any disorderly conduct. NRS269.215.

**PAHRUMP TOWN BOARD MEETING
NYE COUNTY CENTER
2100 E. Walt Williams Drive
TUESDAY – 5:00 P.M.
January 14, 2014
AGENDA**

- 1. Call to Order, Moment of Silence, and Pledge of Allegiance.**
- 2. Consideration** to elect a Chair, Vice Chair and Town Clerk for the 2014 Pahrump Town Board pursuant to Town Board Policy Section 6.1 (For Possible Action).
- 3. Consideration** to Move the Order of or Deleting an Agenda Item(s) (For Possible Action)
- 4. Public Comment:** Action may not be taken upon matters considered during this item until specifically included on an agenda for action. – NRS241.020(2)(c)(3). (Non-Action Item).
- 5. Board and Staff Comments:** Action may not be taken upon matters considered during this item until specifically included on an agenda for action. NRS 241.020(2)(c)(3). (Non-Action Item).
- 6. Presentation** by Dan McArthur regarding completion of the 2013 audit and summary of findings and approval of Resolution 2014-02 (Non-Action Item).
- 7. Announcements** (Non-Action Item)
- 8. Consideration to adopt** Consent agenda items: (For Possible Action)
 - a. Action – Approval of Town Vouchers.
 - b. Action – Approval of Town Board meeting minutes for December 10, 2013.
 - c. Action – Approval of Special Town Board meeting minutes for December 17, 2013.
 - d. Action – Approval of Town Board meeting minutes for November 8, 2013 Retreat.
 - e. Action – Amending submission date for Agenda Item Request Form and any backup documentation.
 - f. Action – Approval to accept the resignation of Kenneth Shockley from the Veterans Memorial Advisory Board.
 - g. Action – Approval of the acquisition of Ambulance Billing Field Tablets and Related Installation and Training Costs to implement phase 4 of the ePCR Software.
 - h. Action – Approval to enter into Engagement Proposal and Professional Services Agreement for Environmental and Technical Support Services with Maryellen Giampoli.
- 9. Advisory Board Reports** from Advisory Board Chairpersons and/or Town Board Liaisons on the Status of Advisory Boards. (Non-Action Item)
- 10. Consideration** to appoint a Pahrump Town Board member to the Nye County Water Board (For Possible Action).
- 11. Consideration** to revise Town Manager contract to include Performance Evaluation (For Possible Action).

12. **Consideration** to adopt Resolution 2014-01 supporting Nevada’s Veterans and the Nevada Department of Veterans Services’ Green Zone Initiative (For Possible Action).
13. **Consideration** to approve expenditures for renovation of Petrack Park restroom facilities (For Possible Action).
14. **Consideration** to approve the fire department’s acquisition of three refurbished engines in lieu of current fleet size (Non-Action Item).
15. **Consideration** of implementing policy requiring prior Board approval for seminar and/or travel reimbursement by Board members (For Possible Action).
16. **Consideration** of an event specific board of limited duration formed for the proposed motorcycle event in June (For Possible Action).
17. **Closed Session(s)**.
 - a. **Discussion and Possible Decision** regarding a Closed Session pursuant to NRS 288.220 for purposes of conferring with the Town’s Management Representatives Regarding Labor Negotiations. (For Possible Action)
 - b. **Discussion and Possible Decision** regarding a Closed Session, to receive information and advice from the Town Attorney regarding potential or existing litigation pursuant to NRS 241.015(2)(b)(2). (For Possible Action)
18. **Future Meetings/Workshops: Date, Time and Location** (Non-Action Item)
19. **Public/Board/Staff Comment:** Action may not be taken upon matters considered during this item until specifically included on an agenda for action. – NRS241.020(2)(c)(3). (Non-Action Item)

20. Adjournment

A quorum of Advisory Board members may be present at any Town Board meeting but they will not take any formal action. *Any member of the public, who wishes to speak during public comment on any item, will be limited to three (03) minutes. Items may be taken out of order. Items may be combined. Items may be pulled or removed from the agenda at any time.* Any member of the public who is disabled and requires accommodations or assistance at this meeting is requested to notify the Pahrump Town Office in writing, or call 775-727-5107 prior to the meeting. Assisted listening devices are available at Town board meetings upon request. This notice and agenda has been posted on or before 9:00 a.m. on the third working day before the meeting at the following locations: PAHRUMP TOWN OFFICE, COMMUNITY CENTER, TOWN ANNEX, COUNTY COMPLEX, and CHAMBER OF COMMERCE

AGENDA ITEM REQUEST

Requests and backup must be into the Town Office by **3:00 p.m. five (05) business days before the preceding Town Board meeting** you wish the item presented. Town Board meetings are held on the second and fourth Tuesday of each month at 5:00 p.m. in the Nye County Complex.

DATE AGENDA ITEM SUBMITTED	DATE OF DESIRED BOARD MEETING
12/19/2013	1/14/2014

CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:

Consideration for possible action of moving the order of or deleting an Agenda Item(s).

If request for funding is approved by the Town Board, an invoice or letter from the requestor to Town of Pahrump/Accounts Payable is required to receive funding.

BRIEF SUMMARY OF ITEM:

STAFF COMMENTS/RECOMMENDATIONS:

BACKUP ATTACHED: YES NO

NAME OF PRESENTER(S) OF ITEM: Pahrump Town Board

SPONSORED BY:

<u>Pahrump Town Board</u>	<u>Pahrump Town Board</u>
Print Name	Signature

<u>400 N. Hwy 160</u>	<u>(775) 727-5107 ext.</u>
Mailing Address	Telephone Number

AGENDA ITEM REQUEST

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DATE AGENDA ITEM SUBMITTED 12/19/2013	DATE OF DESIRED BOARD MEETING 1/14/2014
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CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:
Town Board/Staff Comments

If request for funding is approved by the Town Board, an invoice or letter from the requestor to Town of Pahrump/Accounts Payable is required to receive funding.

BRIEF SUMMARY OF ITEM:

STAFF COMMENTS/RECOMMENDATIONS:

BACKUP ATTACHED: YES NO

NAME OF PRESENTER(S) OF ITEM: Pahrump Town Board & Staff

SPONSORED BY:

Pahrump Town Board
Print Name

Pahrump Town Board
Signature

400 N. Hwy 160
Mailing Address

(775) 727-5107
Telephone Number

AGENDA ITEM REQUEST

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<u>DATE AGENDA ITEM SUBMITTED</u> 12/26/2013	<u>DATE OF DESIRED BOARD MEETING</u> 1/14/2014
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CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:

Consideration of the 2012-2013 Town Audit and Supplemental Materials
presented by Daniel McArthur and approval of Resolution 2014-02

If request for funding is approved by the Town Board, an invoice or letter from the requestor to Town of Pahrump/Accounts Payable is required to receive funding.

BRIEF SUMMARY OF ITEM:

Pursuant to the Board's recommendation Daniel McArthur has conducted
an audit for the fiscal year 2012-2013.

STAFF COMMENTS/RECOMMENDATIONS:

Staff would recommend acceptance of the completed audit and approval
of Resolution 2014-02.

BACKUP ATTACHED: YES NO

NAME OF PRESENTER(S) OF ITEM: Susan Holecheck, Town Manager

SPONSORED BY:

Susan Holecheck, Town Manager
Print Name


Signature

400 N. Hwy 160
Mailing Address

(775) 727-5107 ext.
Telephone Number

**MEMO
TOWN OF PAHRUMP
TOWN BOARD MEETING AGENDA ITEM
MEETING DATE: 01-14-201**

TO: Town Board

FROM: Susan Holecheck, Town Manager
Michael F. Sullivan, Finance Director

DATE: January 14, 2014

RE: Presentation, Discussion and Possible Decision to Approve Resolution 2014-01, accepting and approving the Fiscal 2012-2013 External Audit by Daniel C. McArthur, LTD Certified Public Accountant.

1.) Background

Daniel McArthur, the Town's external auditor, will present the Fiscal Year 2012-2013 audit report, which reflects the accounting period from July 1, 2012 through June 30th, 2013.

The annual external audit report covers twenty-two funds and he will be presenting the highlights of the overall financial position of the Town, focusing on the major funds such as General and Ambulance Funds. As always, he will be available both at the meeting and subsequently to answer any questions you may have on any of the funds or his analysis.

Upon acceptance and approval of the audit tonight, the Finance Director will then file copies with the Nevada Department of Taxation and County Clerk.

Dan McArthur will be distributing the final external audit booklet at the Town Board meeting. A supply of public copies will be available at that time, and following the meeting an electronic copy will be posted to the Town website.

2.) Fiscal Impact

There is none. This is a presentation only not a funding request.

3.) Town Manager Recommendation and Board Action Requested

The Town Manager recommends that the Town Board *move to accept the staff recommendation and approve Resolution 2014- 01 for the acceptance and approval of the Fiscal 2012-2013E External Audit, as presented by Daniel C. McArthur in the attached materials, and directs the Town Finance Director to file the audit with Department of Taxation in a timely manner, along with related forms and responses as required.*

If you have any additional questions, we would be happy to answer them.

**MEMO
TOWN OF PAHRUMP
TOWN BOARD MEETING AGENDA ITEM
MEETING DATE: 01-14-201**

(ATTACHMENT – Town of Pahrump, Nevada Report of Financial Statements and Supplemental Material for the Year Ended June 20, 2013.)

RESOLUTION NO 2014-02
TOWN OF PAHRUMP, NEVADA

A RESOLUTION ACCEPTING AND APPROVING
THE 2012-2013 TOWN AUDIT AND SUPPLEMENTAL MATERIALS

WHEREAS, the Town of Pahrump is required by the Nevada Department of Taxation to complete and submit an annual external audit, and;

WHEREAS, the Town of Pahrump has been presented with the annual external audit for fiscal year 2012-13 prepared by Daniel C. McArthur, LTD, Certified Public Accountant, and;

WHEREAS, the Town Board has reviewed the external audit for fiscal year 2012-13 which was completed according to general accepted auditing standards, and the related opinion, comments, recommendations, and;

WHEREAS, the Town Manager and Finance Director have recommended acceptance of the 2012-13 audit to the Town Board, now therefore:

IT IS HEREBY RESOLVED, the Town of Pahrump accepts and approves the external audit and supplemental materials for fiscal year 2012-13, and directs the Town Manager to file the audit with the Department of Taxation in a timely manner, along with all related forms and responses required.

Motion proposed by Town Board Member: _____

Motion seconded by Town Board Member: _____

Approved and adopted this 14th day of January, 2014

AYES:

NAYS:

Harley Kulkin, Town Board Chairman

Attest:

Tom Waters, Town Board Clerk

AGENDA ITEM REQUEST

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DATE AGENDA ITEM SUBMITTED	DATE OF DESIRED BOARD MEETING
12/19/2013	1/14/2014

CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:
Announcements

If request for funding is approved by the Town Board, an invoice or letter from the requestor to Town of Pahrump/Accounts Payable is required to receive funding.

BRIEF SUMMARY OF ITEM:
See attached announcements.

STAFF COMMENTS/RECOMMENDATIONS:

BACKUP ATTACHED: X YES NO

NAME OF PRESENTER(S) OF ITEM: Pahrump Citizens, Town Board & Staff

SPONSORED BY:

<u>Pahrump Town Board</u>	<u>Pahrump Town Board</u>
Print Name	Signature

<u>400 N. Hwy 160</u>	<u>(775) 727-5107</u>
Mailing Address	Telephone Number

Announcements

January 14th, 2014

- The following advisory boards are currently scheduled to meet in the 'A' Room of the Bob Ruud Community Center:

- Parks & Recreation Advisory Board on January 15th at 6:30 pm
- Veterans' Memorial Advisory Board on January 16th at 6:00 pm
- Public Lands Advisory Board on February 4th, 2014 at 6:30 pm
- Nuclear Waste and Environmental Advisory Board on February 7th, 2014 at 1:00 pm
- Community Center/Civic Center Advisory Board on February 7th, 2014 at 4:00 pm
- Youth Advisory Board on February 12th at 2:30 pm
- Arena Advisory Board on February 13th at 7:00 pm

- The following advisory boards are currently scheduled to meet in the 'B' Room of the Bob Ruud Community Center:

- Tourism Advisory Board on February 6th, 2014 at 8:00 am

- The Social Security Office meets the last Tuesday of the month at the Bob Ruud Community Center starting at 9:00 am.

AGENDA ITEM REQUEST

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DATE AGENDA ITEM SUBMITTED	DATE OF DESIRED BOARD MEETING
12/19/2013	1/14/2014

CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:
Consideration for possible action of approving Town Vouchers (Consent Agenda Item A)

If request for funding is approved by the Town Board, an invoice or letter from the requestor to Town of Pahrump/Accounts Payable is required to receive funding.

BRIEF SUMMARY OF ITEM:

STAFF COMMENTS/RECOMMENDATIONS:

BACKUP ATTACHED: YES NO

NAME OF PRESENTER(S) OF ITEM: Pahrump Town Board

SPONSORED BY:

<u>Pahrump Town Board</u>	<u>Pahrump Town Board</u>
Print Name	Signature

<u>400 N. Hwy 160</u>	<u>(775) 727-5107 ext.</u>
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AGENDA ITEM REQUEST

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<u>DATE AGENDA ITEM SUBMITTED</u> 12/19/2013	<u>DATE OF DESIRED BOARD MEETING</u> 1/14/2014
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CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:

Consideration for possible action of approving Town Board Minutes for
December 10, 2013 (Consent Agenda Item B).

If request for funding is approved by the Town Board, an invoice or letter from the requestor to Town of Pahrump/Accounts Payable is required to receive funding.

BRIEF SUMMARY OF ITEM:

See attached minutes.

STAFF COMMENTS/RECOMMENDATIONS:

BACKUP ATTACHED: YES NO

NAME OF PRESENTER(S) OF ITEM: Pahrump Town Board

SPONSORED BY:

Pahrump Town Board
Print Name

Pahrump Town Board
Signature

400 N. Hwy 160
Mailing Address

(775) 727-5107 ext.
Telephone Number

**PAHRUMP TOWN BOARD MEETING
NYE COUNTY ADMINISTRATIVE COMPLEX
2100 E WALT WILLIAMS DRIVE
TUESDAY – 4:00 P.M.
December 10, 2013
AGENDA**

PRESENT:

Town Board:

*Harley Kulkin
Bill Dolan
Dr. Tom Waters
Robert Adams
Amy Riches*

Staff:

*Susan Holecheck, Town Manager
Bret Meich, Legal Counsel
Michael Sullivan, Finance Director
Matt Luis, Buildings & Grounds Manager
Arlette Ledbetter, Tourism Coordinator
Stephanie Massimino, Executive Assistant
Alex Crow, Business License Technician*

1. Call to Order, Moment of Silence, and Pledge of Allegiance.

*Mr. Kulkin called the meeting to order.
Dr. Waters lead the Moment of Silence and Pledge of Allegiance.*

2. Consideration regarding Moving the Order of or Deleting an Agenda Item(s)

Mr. Adams asked to move item 20 to after item 8.

Mr. Dolan asked to move item 22 after item 6, item 15 after item 8, pulled consent agenda items 7d and 7e for discussion, and moved item 19 after 9.

3. Announcements

Dr. Waters read the Announcements.

4. Public Comment: Action may not be taken upon matters considered during this item until specifically included on an agenda for action. – NRS241.020(2)(c)(3).

Public Comment was heard.

5. Board and Staff Comments: Action may not be taken upon matters considered during this item until specifically included on an agenda for action. NRS 241.020(2)(c)(3).

Mr. Dolan stated the Nevada league of cities meeting was busy and had high points. Mr. Caleb Cage gave a presentation regarding veteran's affairs. There was also a presentation about the medical marijuana dispensary and the problems they face.

Discussion regarding an amicus brief regarding the Norton term limits case was also discussed but it was decided not to take a stand on it. The Town was also asked to sponsor the February 2014 Nevada Board of Directors quarterly meeting and Mr. Dolan agreed to have Pahrump host it on behalf of the board.

Mrs. Riches thanked everyone for their public comment.

Mr. Adams stated this was the 50th anniversary of the March on Washington and that we have a bright future.

Dr. Waters stated that he continues to read and hear comments about the Town appeal. He stated the comments about the Town Board wanting to overturn the ballot question are not true. This is not what the argument is, nor is anyone on the board questioning this, nor does the board question the commissioners' right to place the question on the ballot. The real issue is that County Commissioners did not follow procedure in how they placed the question on the ballot. This is the reason the Town is appealing.

Mr. Kulkin stated that the papers should not just be entertainment but also news and information. He feels the papers have not asked the question on whether or not the Commissioners followed the procedures as required.

Ms. Holecheck stated that the Board should be impressed with all of Staff. The fire department alone has responded to hundreds of calls and is always busy. She stated also total room tax revenue for the past two months was over \$500,000 thanks to the businesses in Pahrump and in the milestones Tourism has made. Last meeting at public comment a comment was made saying the percent of FAA grant was 6.35% but actually it is 8% and wanted to clarify that with the board.

6. Presentation by Wendy Barrett, Utilities, Inc. regarding status of the Willow Creek project.

Ms. Wendy Barnett from Utilities Inc is here to present an update on the Willow Creek project. She stated the property did go into bankruptcy and now the plan to move forward has been approved. This will mean they are removing two ponds that have been deemed health hazards while building a new one to help fix the water issue and make sure that these ponds never become health hazards again. Due to the time this would take to it will take a year and after that the planning for the rest of the land to be fixed and developed too. She stated that she would like having comments from people come in but there was no way to rebuild the land into a golf course.

Dr. Waters thanked her for being here and willing to champion this issue.

Mrs. Riches asked about the Salt Cedar program.

Ms. Barnett replied that it was going well and they also had a program to replace low-efficient, high water use appliance in the home.

7. Consent Agenda Items:

- a. For Possible Action – Approval of Town Vouchers.
- b. For Possible Action – Approval of Town Board meeting minutes for November 12, 2013.

- c. For Possible Action – Approval of Paula Rojo for membership on the Youth Advisory Board.
- d. For Possible Action – Approval of Resolution 2013-15 and revoking Resolution 2002-04 establishing a Safety Committee.
- e. For Possible Action – Approval of changing HR title from Human Resources Coordinator to Human Resources Director.

Mr. Adams motioned to approve consent agenda items a-c.

Mrs. Riches second.

Motion carried, 5-0.

Item 7d- regarding revoking Resolution 2002-04

Mr. Dolan stated that after talking with Mr. Carlson from Pool/Pact that it was better to have a committee instead of having each department handling it.

Ms. Holecheck stated that there are several meetings between departments along with safety meetings and we are in compliance.

Mr. Kulkin asked if Mr. Scott Lewis agreed that his staff was in compliance.

Mr. Lewis did agree that we are in compliance.

Dr. Waters stated he spoke with the Town Attorney and that he did agree that this resolution was in compliance.

Mr. Adams agreed with this resolution.

Dr. Waters motioned to approve resolution 2013-15 and revoking Resolution 2002-04 establishing a Safety Committee.

Mr. Adams seconded.

Motion carried, 4-1 with Mr. Dolan voting nay.

Item 7e- HR Director Title change

Mr. Dolan asked if Mrs. Bostwick was on board with this.

Ms. Holecheck stated yes she was.

Mr. Dolan asked would we be changing her job descriptions.

Ms. Holecheck stated that not just her job description but all job descriptions would be rewritten to update and adapt descriptions.

Mr. Dolan motioned to approve the changing HR title from the Human Resources Coordinator to Human Resource Director.

Mr. Adams seconded.

Motion carried, 5-0.

- 8. Advisory Board Reports from Advisory Board Chairpersons and/or Town Board Liaisons on the Status of Advisory Boards.

Dr. Waters reported that the Youth Advisory Board meeting is officially canceled but they are still meeting for pizza and new members.

Mr. John Pawlak stated that the NWEAB is looking for more members due to some resignations.

9. Consideration to approve conceptual plan to proceed with engineering services for Kellogg Park

Ms. Holecheck stated the conceptual plan was given to the board and even though they appreciated the Parks and Recreation Advisory Board input they came up with a plan that can provide different amenities.

Mr. Matt Luis stated that the first part is of 16 acres. This is step one to move forward with Mr. Les Travis and then as time goes the rest of Kellogg will be planned out and changed based on input.

Mr. Les Travis spoke about the water requirements and the master plan ideal for the park. He stated creating a master plan allows everyone to understand the scope and scale of structures which then clears up where the water lines and where the Town needs to place waterlines. Once the master plan is done then the waterlines would be able to be placed and developed.

Ms. Holecheck stated that due to Last Chance Park having already accrued money into holding there was money we could already use for this project.

Mr. Luis stated this would be the area we should be moving and focusing on most.

Dr. Waters asked what the cost is.

Mr. Luis stated it would be the \$27,000 which would be engineering while the \$6,000 is for the parts.

Dr. Waters asked how many do we believe would use the park.

Mr. Luis stated that this was a park highly requested however we could not give a number.

Mr. Adams asked about the softball field creation too.

Mr. Luis stated that would take more time to create. He stated this Phase does look at the needs of local people.

Mr. Adams stated that he did agree because he did hear complaints of having no park on that side of Town.

Mrs. Riches stated she was in favor of this and also found that this was financially effective.

Mr. Kulkin stated he liked the idea.

Public comment was heard.

Mr. Kulkin stated that should the Board continue with Last Chance Park but Kellogg Park at this time was a more pressing matter.

Mr. Adams motioned to approve the funding conceptual plan to proceed with engineering services for Kellogg Park.

Dr. Waters seconded.

Motion carried, 5-0.

10. Consideration to approve Resolution 2013-16 regarding a new name for the Pahrump Tourism & Convention Council and to approve a new Mission and Vision Statement

Ms. Holecheck stated that this board had changed their name and then later a board with a similar name was created. To clear things up it would be easier to change the name to become clearer as the Tourism board is very active.

Ms. Ledbetter stated that this board was originally called the Pahrump Tourism Advisory Board and was later changed to include convention. She stated they did cover conventions however it also does several other things too.

Mr. Adams was in favor of the name change because it would clear up confusion.

Mr. Dolan stated in 2009 the name was changed to help apply for more grants would changing it back be an issue?

Ms. Ledbetter stated that no this would not impact grant possibilities.

Mr. Adams motioned to approve resolution 2013-16 regarding changing of the name for the Pahrump Tourism & Convention Council to Pahrump Tourism Advisory Board and to approve a new Mission and Vision Statement.

Dr. Waters seconded.

Motion carried, 5-0.

11. Consideration of responses to the RFP regarding 2014-2015 Pahrump Fireworks Display and possible approval of selected bid

Ms. Holecheck asked if Mr. Luis and Mr. Lewis please come down and explain the three bids.

Mr. Adams stated that he preferred to hear from the town staff that install and set things up.

Mr. Lewis stated that everyone at the Town was listening to the people of Pahrump. Mr. Lewis stated the biggest thing they look at is what is possible for the Town to make happen and what can the park handle. They also have tried to address all concerned that the Town Board and people of Pahrump have asked.

Phillip Stewart from Pyrotechnics presented to the Town Board about what he felt would make their company the best candidate for the fireworks display company.

John O'Brian from Zambelli International made a presentation to the Town Board of what he felt made his company the best candidate for the fireworks display.

Mrs. Riches stated her issue with Pyrotechnics is that last year there were people hit by debris. She then asked Mr. O'Brian could the show be choreographed to music. Mr. O'Brian stated every show is choreographed and that Karen from KNYE would also be helping regarding music.

Mrs. Riches asked the Zambelli Company about the possibility of debris issues. Mr. O'Brian stated that it is a weather anomaly and what made them different is their shows are electrically set off and not on timer therefore at any moment even in the middle he could stop the fireworks from going off.

Mr. Dolan stated he would have preferred to see more in presentation. He felt that Pyrotechnics had two years of debris issues not just one and that this is a problem in his opinion. He stated he would like to keep a local company as the display show producer but it had to be safe.

Dr. Waters stated that he looked at the RFP and that following the RFP was important. He then looked at cost which was fair between these two companies. He stated that he had noticed that the companies showed a large difference in shell count.

Mr. Kulkin stated he was unsure of how displays were decided on and that he did have safety concerns but he would defer to what staff recommendations were.

Mr. Lewis stated the biggest concern was what the people asked for. Mr. Lewis stated they would recommend with Zambelli Fireworks Company.

Mr. O'Brian stated that the shell size was as safe as possible and that they also produce their own powder.

Public comment was heard.

Mr. Dolan motioned to proceed and issue the contract Zambelli Fireworks for the 2014- 2015 fireworks display in Petrack Park.

**Mrs. Riches second
Motion carried, 5-0.**

12. Consideration to Adjourn to Possible Decision Closed Session

- a. To receive information and advice from the Town Attorney regarding potential or existing litigation pursuant to NRS 241.015(2)(b)(2).
- b. For purposes of conferring with the Town's Management Representatives Regarding Labor Negotiations.

Mr. Dolan motioned to go to closed session.

**Mr. Adams seconded.
Motion carried, 5-0.**

13. Consideration to ratify Collective Bargaining Agreement with I.A.F.F. Local 4068

Mr. Dolan motioned to ratify Collective Bargaining Agreement with I.A.F.F Local 4068.

Mr. Adams seconded.

Motion carried, 5-0.

14. Consideration to approve Cost of Living increase to non-bargaining unit members

Ms. Holecheck stated that staff has not had a cost of living increase in 4 years. Also Ms. Holecheck clarified that this would be for non-bargaining unit employees. She also stated that job descriptions were being rewritten at this time.

Mrs. Riches asked would this include some salary and some hourly or only hourly. Ms. Holecheck replied it would be hourly employees only.

Mr. Dolan asked was this for the contracted or non-contracted employees. Ms. Holecheck replied this is only for hourly only this did not include directors or exempt employees.

Mr. Kulkin stated that he felt staff deserved a raise and that he felt that a 2% now and in next fiscal budget another 2%.

Dr. Waters agreed also about the additional raises. He also felt that when job descriptions were finished the board could consider pay raises at that time to reflect the new descriptions.

Mr. Adams stated that he agreed.

Mr. Dolan stated that he did see the pay raise needed but should it be the same as the board is giving the fire department at 1.5%.

Mr. Kulkin responded that he felt the firefighters did have a different benefit than staff members and that staff did deserve the 2%.

Mrs. Riches stated she believed staff does go above and beyond for their jobs and she felt they deserved the raise.

Mr. Adams motioned to approve a 2% cola increase starting in January 2014 and a second 2% cola increase starting July for non-bargaining hourly employees.

Mrs. Riches seconded.

Motion carried, 5-0.

15. Consideration to approve submittal of grant to the Nevada Division of State Parks for Kellogg Park

Heard after item 8.

Ms. Holecheck stated that the Town would love to do more park building and helping make the Town look better. She also thanked the County Commissioners for the support letter. She brought this before the board simply to let the Board know the town is applying for the Land and Water Conservation Fund State of Nevada Grant.

Mr. Adams stated this was on a deadline and that he supported this.

Mr. Dolan asked about the allocation of funds.

Ms. Holecheck stated that these funds would be in next year's budget but we would have to be awarded the matching funds first.

Mr. Kulkin stated that he agreed this was needed for the Town too.

Mr. Dolan motioned to approve moving forward to approve submittal of grant to the Nevada Division of State Parks for Kellogg Park.

Dr. Waters seconded.

Motion carried, 5-0.

16. Consideration to approve revocation of BLM Application regarding Last Chance Park or revise and continue approval process

Heard after item 14.

Dr. Waters stated on behalf of an email Mr. Kohbarger stated this park was meant to be for out of town visitors.

Mr. Adams stated the reason this was on the agenda was because BLM has requested an updated application. The original application has changed since first submitted and this must also go before the County Commissioners in order to be approved. He stated that in order for this park to develop, the public would need to also help out more due to the amount time it takes to continue development.

Mrs. Riches stated she felt this was waste of time in her opinion.

Mr. Adams said this park would be a trail for horses.

Ms. Holecheck stated that the concept started at three options. During the planning each cost roughly about 48 thousand dollars plus some more. Public Lands Advisory Board did come up with helping develop what the real need is and leave it simpler.

Mrs. Riches asked what happens if someone gets hurt from riding their horse out in this area, would the Town be liable.

Mr. Meich stated No, the Town would have to cover its land insurance but anything else would be covered by BLM.

Mr. Dolan stated he never thought there would be well water being used. He also felt that if the board gets rid of this park that as a board we are telling past and present board members that their work did not mater. He also stated that Bannavitch should be the starting road and not Bell Vista.

Mr. Kulkin asked if they could have been a septic system.

Mr. Luis stated that it would work as a closed system and well water discussion came up with old drawings that are no longer up to date for the idea now. He also stated that Bannavitch does not connect to Bell Vista so we have to use Bell Vista.

Public comment was heard

Ms. Holecheck stated thank you to everyone who has gave a comment because it helps the staff know what the citizens want.

Mr. Dolan motioned to move forward and revise the application for BLM.

Mr. Adams second

Motion carried, 5-0.

17. Consideration to approve permanent change to Town Board meeting hours

Ms. Holecheck stated that she has had people respond well to the idea of changing Town Board meeting times.

Mr. Adams stated that he would prefer to leave it alone and at most change it during the winter time.

Dr. Waters stated he would prefer no change. He did also think that saving on over time cost would be good for the people. He also stated he would go with the wishes of the board.

Mr. Kulkin stated that daylight savings time would be something that is feasible too.

Mr. Dolan stated he felt it should stay consistent. He also asked how the overtime is affected.

Ms. Holecheck stated they are trying to cut it down in general.

Mr. Kulkin also agreed with the consistent idea.

Dr. Waters motioned to change the Town Board meetings to 5:00 pm starting time.

Mrs. Riches seconded.

Motion carried, 3-2 with Mr. Adams and Mrs. Riches voting nay.

18. Consideration to approve Request for Proposal (RFP) to replace four monitor defibrillators and two semi-automatic defibrillators.

Mr. Lewis introduced his firefighters, Mr Al McFall, Mr. Michael McFate and Mr. Ryan Lesco who were on the committee to look into updating some of their equipment. They wish to go out for RFQ for new EPCR equipment.

Dr. Waters stated that he was in favor of this especially since the current equipment is 12 year old.

Mr. Adams asked if this would keep everyone in budget.

Mr. Lewis stated yes this would be within budget.

Mrs. Riches asked how well it works now.

Mr. Lewis stated the batteries were no longer lasting as long as they should be but that the new equipment would be lasting longer.

Mrs. Riches asked would the batteries be rechargeable and how long would it take.

Mr. McFall replied it gives what they needed for battery use as well as more material than they need and, once the RFP is finished, then it would be done in 3-4 weeks. The RFP, after all the work needed is completed, would be before the Board by March most likely.

Mr. Dolan asked if the unit that was universal enough to work with any hospital we should take a patient too.

Mr. McFate replied yes it will work with any hospital, it also time stamps as they are going too.

Mr. Dolan also asked about the capability.

Mr. McFall replied yes capability was a factor when looking into new devices.

Mr. Kulkin asked what happens to the old models.

Mr. Lewis stated he would like to trade in the old models.

Mr. Adams motioned to approve item approve Request for Proposal (RFP) to replace four monitor defibrillators and two semi-automatic defibrillators.

Mr. Dolan seconded.

Motion carried, 5-0.

19. Presentation by Stovall & Associates about possible legal services for the Town of Pahrump

Heard after Item 9.

Mr. Dolan stated he was asked to put this on and he felt all companies have a right to present to the Town.

Mr. Michael Iglinski, and Mr. Michael Selbech made a presentation about the work Stovall and Associates currently do locally in the Town of Pahrump. They came before the Town to see if there was any interest by the Town of Pahrump about having local attorneys.

Mrs. Riches stated she felt that maybe the Town could look into having both legal services available.

Michael Selbech stated that yes the current Lawyer Brett Meich is very good and that they are only presenting that this so they could be a local service, which means the money stays and gets spent here.

Dr. Waters stated that he had a personal experience with this organization and they were a good organization.

The Board thanked Stovall and Associates for their presentation.

20. Consideration to appoint a member of the Town Board to the newly formed Nye County Advisory Committee for a Groundwater Management Plan for Basin 162

Heard after item 15.

Mr. Dolan stated he placed this by the request of Commissioner Carbone. This appointment would be done by the chairman not the board.

Mrs. Riches stated she spoke with Ms Pam Webster about that the county would want someone from the Town Board appointed. She stated she would like to nominate herself for this.

Mr. Adams stated that someone with a Science and Math background would be best for this position this way they knew what to look for. He stated he would prefer someone like John Pawlak instead.

Mr. Dolan stated that the position only allows a Town Board member.

Dr. Waters stated that he appreciated that Mrs. Riches was so adamant but that Mr. Kulkin does know a lot of water and that this may be a good nomination.

Mr. Dolan seconded that Mr. Kulkin should be on the committee.

Mr. Dolan motioned to appoint Harley Kulkin to the newly formed Nye County Advisory Committee for a Groundwater Management Plan for the Basin 162.

Dr. Waters seconded.

Motion carried, 3-2 with Mr. Adams and Mrs. Riches voting nay.

21. Consideration to approve the Pahrump Regional Planning Commission (PRPC) request to change the PRPC boundary lines, and to supply feedback to the PRPC

Mr. Dolan stated this was an item for discussion.

Mr. Bobby Lewis stated that they were here to answer any questions. This is to reduce services needed by redrawing the lines.

Mrs. Riches stated that when considering rewriting this included several major changes that would be very important in making sure it was correct.

Ms. Holecheck asked what the Pahrump Regional Planning Commission staff recommendation would be.

Mr. Booby Lewis stated he would say deny the change.

Mr. Adams felt there was no reason to change the lines either.

Dr. Waters said the present boundary lines became effective in 2002.

Dr. Waters motioned to approve staff recommendation not to support a request to change the PRPC boundary lines.

Mrs. Riches seconded.

Motion carried, 4-1 with Mr. Kulkin voting nay.

22. Consideration to approve a Joint Venture Agreement between Global Agricultural Productions LLC and the Town of Pahrump

Heard after Item 6.

Mr. Dolan stated that this item was the blueberry project and that this project would cost the Town nothing. There has been great progress made between this group and staff. Staff comments talk about water however this agreement only mention leasing the land and the group will be responsible for permits and water and everything else required. He stated by doing this we get jobs, income from the land they use, it will also be used as a teaching place. He sees this as win for the Town but would also like the input of the board.

Ms. Holecheck disagreed as it is a Joint Agreement it would cost the Town something. She stated that she and the chair met with some people about a blueberry farm. Those people stated they would be back in 2 weeks in August. She had heard nothing sine. She stated when she received this item last Monday and that she would prefer if the staff had more time to review what was in the agreement, and to also to make sure the Town would be able to financially make this happen.

Ms. Riches stated because we are unincorporated this meant the Town does not qualify for as many grants and she also asked about the water. She also stated that the 15 jobs that would be created is a small number for the 25 year lease. She stated this needs to have more time to be looked over because of the type of grants, the water, and the selling of the blueberries altogether. She stated she would also like to table this item if possible.

Mr. Adams commented that location needs to be looked at first because that would impact how the water was brought in and the lease of 25 years is an issue based on what the Town is going through and would the County continue with this if the Town could not.

Dr. Waters agreed with Mrs. Riches about the questions, and that he also felt this should go through staff for review and recommendations from staff before any agreement would be made.

Mr. Kulkin stated that water rights meant that the water can be used by whoever has the right. He also stated that all businesses need revenue in order to work. He would support this but it needs to work out by staff before anything is agreed too.

Mrs. Riches clarified that is this to create an agreement or to see if this is viable?

Ms. Holecheck stated we need to make a contract that is good for the Town in general.

Public comment was heard.

Mr. Dolan motioned to direct staff to work with GAP and bring an agreement for consideration by the end of February.

Dr. Waters seconded.

Motion carried, 5-0.

- 23. Future Meetings/Workshops: Date, Time and Location**
Announcement regarding cancellation of the December 24, 2013 Town Board meeting.

Ms. Holecheck reminded everyone that the Town Board has one more meeting next week for one item at the Bob Rudd Community Center. Also there will be no other Town Board meeting until January 14th.

- 24. Concluding Public/Board/Staff Comment: Action may not be taken upon matters considered during this item until specifically included on an agenda for action. – NRS241.020(2)(c)(3).**

Public comment was heard.

Mr. Dolan wished everyone Merry Christmas and Happy New Year.

Dr. Waters wished everyone Merry Christmas and Happy New Year.

Ms. Holecheck wished everyone Merry Christmas and Happy New Year.

- 25. Adjournment**

Meeting Adjourned at 9:07 pm.

AGENDA ITEM REQUEST

Requests and backup must be into the Town Office by **3:00 p.m. five (05) business days before the preceding Town Board meeting** you wish the item presented. Town Board meetings are held on the second and fourth Tuesday of each month at 5:00 p.m. in the Nye County Complex.

<u>DATE AGENDA ITEM SUBMITTED</u> 12/23/2013	<u>DATE OF DESIRED BOARD MEETING</u> 1/14/2014
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CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:
Approval of Town Board Special meeting minutes for December 17, 2013 (Consent Agenda Item C).

If request for funding is approved by the Town Board, an invoice or letter from the requestor to Town of Pahrump/Accounts Payable is required to receive funding.

BRIEF SUMMARY OF ITEM:
See attached minutes

STAFF COMMENTS/RECOMMENDATIONS:

BACKUP ATTACHED: YES NO

NAME OF PRESENTER(S) OF ITEM: Pahrump Town Board

SPONSORED BY:

<u>Pahrump Town Board</u> Print Name	<u>Pahrump Town Board</u> Signature
---	--

<u>400 N. Hwy 160</u> Mailing Address	<u>(775) 727-5107 ext.</u> Telephone Number
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**PAHRUMP TOWN BOARD SPECIAL MEETING
BOB RUUD COMMUNITY CENTER
150 NORTH HIGHWAY 160
TUESDAY – 5:00 P.M.
December 17, 2013
Minutes**

PRESENT:

Town Board:

*Harley Kulkin
Bill Dolan
Dr. Tom Waters
Robert Adams
Amy Riches*

Staff:

*Susan Holecheck, Town Manager
Michael Sullivan, Finance Director
Scott Lewis, Fire Chief
Stephanie Massimino, Executive Assistant
Arlette Ledbetter, Tourism Director*

1. Call to Order, Moment of Silence, and Pledge of Allegiance.

*Mr. Kulkin called the meeting to order.
Dr. Waters lead led the Pledge of Allegiance.*

2. Consideration regarding Moving the Order of or Deleting an Agenda Item(s)

Nothing was moved.

3. Public Comment: Action may not be taken upon matters considered during this item until specifically included on an agenda for action. – NRS241.020(2)(c)(3).

No public comments were made.

4. Board and Staff Comments: Action may not be taken upon matters considered during this item until specifically included on an agenda for action. NRS 241.020(2)(c)(3).

Ms. Holecheck stated that plans for citizen's coffee will be held January 15th at the Bob Ruud Center. It will offer coffee and donuts. She also announced that National Geographic has contacted the Town of Pahrump as a candidate to film a documentary about Rural Communities.

Dr. Waters stated that last December the Board had voted about having Citizen of the Year Award and would prefer this still happen.

Ms. Holecheck said it would still be done and asked if the press and volunteers could be on the committee to accept the nominees and award.

5. Consideration to set a date and enter into a contract with Road Shows (Randy Burke) to create a motorcycle event for Pahrump.

Randy Burke made a presentation on the Road Show Motorcycle Rally. He stated that marketing wise there are several magazines that they could display the event in, and also receive funds to help contribute to the event. If this was approved tonight the marketing packet he passed out would go to print as of tomorrow. He stated that the dates he thinks would be best is June 3rd start date. In the spring the best marketing place would be to market at the Laughlin River Run. Should the Board choose to have it in the Fall the Las Vegas Motorcycle show would be best to market Pahrump's event at. He reminded the Town this contract would have both parties share cost and responsibility like the contract states and when signed would be binding. He stated these events are successful and that most amenities that Pahrump offers could make this a very successful event. He stated that in 3-5 years this show would be successful enough that the Town of Pahrump would no longer need to donate money in order for the event to occur.

Sheriff DeMeo and Under Sheriff Rick Marshall both expressed caution about such events and mentioned problems in other jurisdictions like Laughlin.

Mr. Kulkin reminded everyone that Mr. Burke had been before the Board for this event several times.

Ms. Holecheck stated that since the Town has seen an uptake in Room Tax that this would be a good thing for the Town, but that she felt sponsorship of events is better by the casino industry or private industry. If this is a going to be long-term event then she would hesitate to take from the Tourism account money to help pay for this event. Another issue is that several other events may come and ask the Town for money. She stated that this event could happen and would be good she would just prefer that the local casinos produce this event. She also pointed out in the contract it indicates the Town is responsible for trash, disposal, and security.

Mr. Burke stated that colors are not allowed to be worn from groups either.

Mrs. Riches asked what the benefit to the Town is.

Mr. Burke replied the benefit is to bring money to the community along with building a long-term event.

Mrs. Riches then asked if the Town put this on and Town staff was involved, would the Town have to pay time-a-half for the employees working.

Ms. Holecheck stated that based on the season she would be worried because if the volunteers were unavailable it may fall on staff, however Mr. Burke did factor in a \$4,000 dollar budget if he had to hire staff.

Mrs. Riches stated that she felt this contract was very open ended and questioned how many would show up for the event.

Mr. Burke stated it could range from 500-1000.

Mrs. Riches then asked would the fire department be equipped for this event.

Scott Lewis stated he had not heard the proposal yet and his biggest concern was roughly the same as the Sheriffs were regarding any violence.

Mrs. Riches stated she felt this contract was one-sided and she asked if Mr. Burke was willing to provide any security.

Mr. Burke stated it is a modest expense the Town is paying and that the last item of the contract stated that if the rally went over budget that the motorcycle rally coordinator would be responsible for funds.

Mr. Dolan asked where the funds would be coming from.

Mr. Kulkin stated it would be coming from the economic development fund.

Mr. Dolan stated that this could be good for the community but he was wondering if one of the casinos would be willing to pick up this event. He stated he agreed with Ms. Holecheck about the problem with other events and he may be okay with this being a pilot program.

Mr. Adams stated he felt if the Town was putting on events that an RFP should be sent out first with criteria that stated what type of event the Town would fund.

Ms. Holecheck stated the Town is not in the events business but that if the Board wanted to put out an RFP then it would take anywhere from 30-60 days.

Mr. Adams stated that is what the Town should be deciding instead of just choosing an event to put on. He stated all other events may feel as though the Town passed over them. He felt giving them the park and then paying this event to be put on would be snubbing other events, and that he felt the event would work far better if it was on private property especially a casino.

Dr. Waters stated that he was fully in favor of this event. This event should be creating revenue for the Town and would this event fall under the required benefit for the Town? . He stated he felt local business should be the sponsor of the event not the Town directly.

Mr. Kulkin stated the board spends the money to advertise Pahrump but that nothing has changed the way people visit us. He stated that currently no event in Pahrump brings a thousand people. He stated this event would bring several hundred people and create revenue to the Town. He also stated this could bring in new people that have never been to Pahrump, and that people in Las Vegas would be willing to come considering they ride out to Laughlin for the motorcycle rally there.

Mrs. Riches asked if the Town sponsored this event and someone got hurt could the Town be sued.

Ms. Holecheck stated that it would depend on several factors but yes it is possible.

Mr. Kulkin stated that if the Town looked at ways to help produce this event it could be successful.

Mr. Burke stated that under the budget it does show that Roadshows would be paying for the insurance requirements and the liquor license fees also.

Jeremy Jenson from Golden Gaming stated that he felt it was good to bring events to town and he felt the Board's biggest concern is where the money to pay for this event should come from. He stated that yes the Golden Gaming industry would be willing to help with events such as this one.

Ms. Holecheck stated she agreed that an events board would be a good idea and maybe should be umbrella under the Tourism Board. She stated it would be also helpful to have people working with the hotel industries and what would be best for them and the Town.

Mr. Dolan stated that maybe a task force or ad hack committee should be created.

Mr. Kulkin stated that June 20th, 21st, and 22nd would not compete with anything within the Pahrump region so maybe this would be the best time to have the rally.

Ms. Holecheck stated the motion should include a dollar amount.

Mr. Kulkin stated the Town should move forward with the contract with Road Shows to create a motorcycle event for Pahrump June 20th, 21st, and 22nd of 2014.

Public comment was heard.

Mrs. Riches stated she could not support something if it meant that anyone in Town was in danger.

Mr. Adams stated that the amount of money the Town is spending is too much for him.

Mr. Dolan stated that is why the motion included going to private organization to take the Town's place.

Dr. Waters stated that he felt Town could use this event and that he hoped the Town Manger could get the businesses to step up.

Mr. Kulkin felt the Town does need to bring in more possibilities for the Town even if it means the first year the Town Sponsors it.

Mr. Dolan motioned to enter into an agreement with Road Shows in creating a motorcycle event which would be a pilot event for only 2014 and not to exceed 38,700, with the event happening June 20th, 21st, and 22nd, 2014 while the Town talks to the private business that could replace the Town contribution.

Dr. Waters seconded.

Motion carried 3-2, with Mr. Adams and Mrs. Riches voting nay.

6. Concluding Public/Board/Staff Comment: Action may not be taken upon matters considered during this item until specifically included on an agenda for action. – NRS241.020(2)(c)(3).

No public comment.

Ms. Holecheck reminded everyone the next meeting would be January 14, 2014 at 5 pm.

7. Adjournment

Meeting adjourned at 7:08pm

PAHRUMP TOWN BOARD RETREAT
Furnace Creek, NV
Friday- 9:00 am
November 08, 2013
AGENDA

PRESENT:

Town Board:

Harley Kulkin
Bill Dolan
Dr. Tom Waters
Amy Riches

Staff:

Susan Holecheck, Town Manager
Scott Lewis, Fire Chief
Matt Luis, Buildings & Grounds Manager
Arlette Ledbetter, Tourism Coordinator
Terry Bostwick, Human Resources
Stephanie Massimino, Executive Assistant

ABSENT:

Robert Adams

9:00 am Opening of Retreat

9:15 am Public comment (Non-Action Item)

There was no public comment.

9:30 am Departmental Review (Non-Action Item)

Fire Department- Chief Scott Lewis
Parks & Recreation- Matt Luis
Human Resources- Terry Bostwick
Tourism- Arlette Ledbetter

Each Department head gave an update of their department. Along with examples of what they felt would be the best direction for their department and gave an estimate of capital improvement projects they felt necessary for 2014-2015.

10:30 am Break

10:45 am Review of Staffing Issues (Non-Action Item)

Discussions of changing Town Office Hours
Review of Open Meeting Laws
Discussion regarding of Budget Issues

Discussion regarding rescheduling of Town Board Meetings

Ms. Holecheck led the discussion of changing office hours address quality of life issues for staff as well as financial savings for the Town on utility expenses. She also reviewed the rules of NRS and OWL. She also led the discussion regarding staff reinstating staff COLA.

12:00 pm Lunch

1:00 pm Strategic Planning (Non-Action Item)
Discussion of 5 year strategic plan
Discussion of Economic Development plan

Staff and board brainstormed on the ideas of a five year strategic. Each staff member indicated what they felt would be the best direction to take the Town along with the ideals that were no longer effective or that should be modified. The board as a whole agreed that it would be best to have staff and Ms. Holecheck draft up a 5 year strategic plan on behalf of the Town. They also agreed that the Vision and Mission statement of the Town should be updated to reflect a more focused ideal. It was decided to revisit this topic in February or March at another retreat.

3:00 pm Public Comment (Non-Action Item)

There was no public comment.

4:00 pm Adjournment

Meeting adjourned at 3:30 pm.

AGENDA ITEM REQUEST

Requests and backup must be into the Town Office by **3:00 p.m. five (05) business days before the preceding Town Board meeting** you wish the item presented. Town Board meetings are held on the second and fourth Tuesday of each month at 5:00 p.m. in the Nye County Complex.

DATE AGENDA ITEM SUBMITTED 12/19/2013	DATE OF DESIRED BOARD MEETING 1/14/2014
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CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:

Consideration to amend the time for submission of the Agenda Request Form (AIR) and backup from "five (5) business days before the preceding Town Board meeting "to five (5) business days prior to posting of the Town Board Agenda."

If request for funding is approved by the Town Board, an invoice or letter from the requestor to Town of Pahrump/Accounts Payable is required to receive funding.

BRIEF SUMMARY OF ITEM:

The submission date for the Agenda Item Request Form has changed several times in the past few years, however, the current five (5) business days before the preceding Town Board meeting does not provide sufficient time for preparation of the agenda and backup and staff is recommending change.

STAFF COMMENTS/RECOMMENDATIONS:

Staff has received requests from Board members to receive their Board packets earlier than the Thursday before a scheduled meeting to allow adequate time for review of agenda items. Staff concurs and to provide this timing it is believed submission of all AIR requests and back up should be "five (5) business days prior to posting of the Town Board agenda.

BACKUP ATTACHED: YES NO

NAME OF PRESENTER(S) OF ITEM: Susan Holecheck, Town Manager

SPONSORED BY:

Susan Holecheck, Town Manager

Print Name



Signature

400 N. Hwy 160

Mailing Address

(775) 727-5107 ext.

Telephone Number

AGENDA ITEM REQUEST

Requests and backup must be into the Town Office by **3:00 p.m. five (05) business days before the preceding Town Board meeting** you wish the item presented. Town Board meetings are held on the second and fourth Tuesday of each month at 5:00 p.m. in the Nye County Complex.

DATE AGENDA ITEM SUBMITTED DATE OF DESIRED BOARD MEETING
1/6/2014 1/14/2014

CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:

Consideration to accept the resignation of Kenneth Shockley from the Veterans Memorial Advisory Board

If request for funding is approved by the Town Board, an invoice or letter from the requestor to Town of Pahrump/Accounts Payable is required to receive funding.

BRIEF SUMMARY OF ITEM:

STAFF COMMENTS/RECOMMENDATIONS:

BACKUP ATTACHED: YES NO

NAME OF PRESENTER(S) OF ITEM: Dr. Tom Waters, Clerk

SPONSORED BY:

Dr. Tom Waters, Clerk
Print Name


Signature

400 N. Hwy 160
Mailing Address

(775) 727-5107 ext.
Telephone Number

Susan Holecheck

From: [REDACTED]
Sent: Sunday, January 05, 2014 9:26 PM
To: CARL JONES
Cc: Susan Holecheck
Subject: Re: Fwd: Resignation letter

Carl,

Please get this to the Town Office so it can be on the Jan 14th Town Board agenda.

Thanks - Tom

On Thursday, January 2, 2014 10:47 PM, Carl [REDACTED] wrote:

FYI



Carl

-----Original Message-----

From: Kenneth Shockley [REDACTED]
To: Carl Jones [REDACTED]
Sent: Wed, Jan 1, 2014 12:54 am
Subject: Resignation letter

Carl,

Please see fit that the Pahrump Veterans Memorial Advisory Board gets this letter.

It is with both joy and sadness that I must turn in this resignation letter as a active board member on the PVMAB. As most of you know, this past year Nye County eliminated my job position and I have had to make some life adjustments to adhere to my new situations. As a result, I now have the opportunity to once again return to college and pursue higher education.

Because of this new en devour, I will be unable to meet my requirements as a volunteer of this wonderful board. I have enjoyed my time working on this project and would like to think that my knowledge has been passed to the other members and I left the memorial a better place than when I first joined.

My work for the Veterans of this country will never stop and hopefully with my new found book smarts, I will once again be able to rejoin the workforce and help our returning United States Veterans gain purpose, health and stability in their lives.

Please send my gratefulness to each of the board members for all their kind words and each sharing their different and unique qualities with me and always making this one of the most enjoyable volunteer functions I attended. Without classy individuals like yourselves, this board would not exist, nor would our Veterans Memorial be as awesome as it is right now! I am excited to see where the board takes the memorial in the future, and hope the best for each.

If at such time when my schedule frees up and I am able to volunteer, I will place my volunteer application back in the mix and hope to rejoin the ranks. If anyone, EVER, needs to sit and talk, email, or chat about the Who, What, When, Where, Why, and How of the existing projects, do not hesitate to call on me. However, my response may be delayed by a few days.

Again, please pass this letter on and share it with all of the current board members. My resignation from the board will be in effect as of the date of this letter, January 1, 2014.

Sincerely,

AGENDA ITEM REQUEST

Requests and backup must be into the Town Office by **3:00 p.m. five (05) business days before the preceding Town Board meeting** you wish the item presented. Town Board meetings are held on the second and fourth Tuesday of each month at 5:00 p.m. in the Nye County Complex.

DATE AGENDA ITEM SUBMITTED	DATE OF DESIRED BOARD MEETING
1/6/2014	1/14/2014

CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:

Consideration to approve acquisition of Ambulance Billing Field Tablets and related installation and training costs to implement phase 4 of the ePCR Software.

If request for funding is approved by the Town Board, an invoice or letter from the requestor to Town of Pahrump/Accounts Payable is required to receive funding.

BRIEF SUMMARY OF ITEM:

This has been an ongoing project for the Pahrump Fire Department.

STAFF COMMENTS/RECOMMENDATIONS:

Staff would recommend approval and would proffer that the estimated hardware cost will be \$55,000. This expense has been budgeted and funds are available.

BACKUP ATTACHED: YES NO

NAME OF PRESENTER(S) OF ITEM: Susan Holecheck, Town Manager

SPONSORED BY:

Susan Holecheck, Town Manager
Print Name


Signature

400 N. Hwy 160
Mailing Address

(775) 727-5107 ext.
Telephone Number

MEMO
TOWN OF PAHRUMP
TOWN BOARD MEETING AGENDA ITEM
MEETING DATE: 01-14-2014

TO: Town Board

FROM: Susan Holecheck, Pahrump Town Manager
Michael Sullivan, Finance Director
Melissa Raetz, Ambulance Billing Supervisor

DATE: January 14, 2014

RE: Approval for the Acquisition of MRugged Mobile Technology Ambulance Billing Field Tablets and related Installation to Implement Phase Three of the ePCR Software System, in an Amount Not To Exceed \$55,000.

1.) Background

In December, 2012, the Town Board approved the first phase to upgrade the Town's ambulance billing software suite to an online version with expanded management analytical tools and features. Like all industries, modern ambulance billing and accounts receivable financial software has migrated to utilizing hand held tablets to enter patient data and record test results in the field. Many of us are familiar with similar systems used by FedX and UPS to capture and track vital billing information.

The Town's multi-year plan was to increase the Ambulance operational, billing, and collection effectiveness. The previous phases provided newer office billing software to establish the management and operational portion of the transition, allowing us to subsequently complete electronic data capture in the field during FY14. Currently the field data is hand written with duplicative or redundant data entry steps necessary to generate invoices.

These ten units will be installed under a separate agreement with McIntosh Communications, who has regularly performed communications and electronic installation services on the PVFRS fleet.

2.) Fiscal Impact

There are sufficient funds available and budgeted in the FY14 Ambulance Fund.

3.) Town Manager Recommendation and Board Action Requested

The Town Manager recommends that the Town Board *move to approve agreements with MRugged Mobile Technology and McIntosh Communications to acquire and install ten ToughBook tablets , in an amount not to exceed \$55,000, for ambulance billing , as outlined, and further authorizes the Town Manager to execute appropriate documents, subject to Town Attorney review and approval.*

If you have any additional questions, we would be happy to answer them.

AGENDA ITEM REQUEST

Requests and backup must be into the Town Office by **3:00 p.m. five (05) business days before the preceding Town Board meeting** you wish the item presented. Town Board meetings are held on the second and fourth Tuesday of each month at 5:00 p.m. in the Nye County Complex.

<u>DATE AGENDA ITEM SUBMITTED</u> 1/6/2014	<u>DATE OF DESIRED BOARD MEETING</u> 1/14/2014
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CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:
Consideration to approve Engagement Proposal and Professional Services Agreement
for Environmental and Technical Support Services with Maryellen Giampoli

If request for funding is approved by the Town Board, an invoice or letter from the requestor to Town of Pahrump/Accounts Payable is required to receive funding.

BRIEF SUMMARY OF ITEM:
Ms. Giampoli has been the Town's environmental services consultant for the last
ten years and her services have been found to be of great assistance to the Town

STAFF COMMENTS/RECOMMENDATIONS:
The agreement will allow for consultations and services on an as needed basis. There
are sufficient FY 14 funds budgeted and available. The agreement is in an amount
"not to exceed \$15,00.00."

BACKUP ATTACHED: YES NO

NAME OF PRESENTER(S) OF ITEM: Susan Holecheck, Town Manager

SPONSORED BY:

Susan Holcheck, Town Manager
Print Name



Signature

400 N. Hwy 160
Mailing Address

(775) 727-5107 ext.
Telephone Number

MEMO
TOWN OF PAHRUMP
TOWN BOARD MEETING AGENDA ITEM
MEETING DATE: 01-14-2014

TO: Town Board

FROM: Susan Holecheck, Town Manager
Michel Sullivan, Finance Director

DATE: 01-14-2014

RE: Discussion and Possible Decision to Approve Engagement Agreement for Environmental and Technical Support Services with MaryEllen Giampoli in an Amount Not to Exceed \$15,000.

1.) Background

MaryEllen has been the Town's environmental services consultant for the last ten years, and her current agreement funding authorization has ended. Staff anticipates the continued need for environmental reviews for such current Town Board projects as the Airport, Kellogg Park, Last Chance Park, Fairgrounds, or future responses needed for Town grant applications involving economic development activities.

MaryEllen has provided environmental and technical support services most recently on Soccer Field Complex construction at the Fairgrounds. Future services will be needed to develop shovel ready projects; respond to federal grant requirements; prepare application sections for grant submittals and assist Town staff in evaluating potential Town capital projects under federal environmental regulations.

This agreement will allow consultations and services on an "as needed" basis, with the understanding that as a specific project needs expand, separate agreements with a more defined scope of services and deliverables maybe developed and executed, such as airport EIS reviews or land acquisition tasks.

2.) Fiscal Impact

There are sufficient FY14 funds budgeted and available in the appropriate funds, primarily the Fairgrounds, Parks, Economic Development Room Tax Funds, as well as the Impact Fee Funds.

3.) Town Manager Recommendation and Board Action Requested

The Town Manager recommends that the Town Board *move to accept the staff recommendation to approve the proposed professional services agreement with MaryEllen Giampoli, in an amount not to exceed \$15,000.00, payable from various Funds as appropriate, and further authorizes the Town Manager to execute the attached engagement letter agreement, as revised and approved by the Town Attorney.*

If you have any additional questions, we would be happy to answer them.

MEMO
TOWN OF PAHRUMP
TOWN BOARD MEETING AGENDA ITEM
MEETING DATE: 01-14-2014

(ATTACHEMENT – Copy of engagement proposal agreement with MaryEllen Giampoli dated December 2nd, 2013)

CONSULTING AGREEMENT

THIS AGREEMENT MADE THIS ____ DAY OF JANUARY 2014, BETWEEN Town of Pahrump (THE "COMPANY") AND d.b.a. MaryEllen C. Giampaoli, Environmental Compliance Specialist (THE CONSULTANT).

1. The Company hereby retains Consultant, and the Consultant agrees to perform the following services for the Company (collectively the "Services"):

Professional services in accordance with the attached "Proposal to Continue Environmental and Technical Support Services on As-Needed Basis to Ongoing Projects for the Town of Pahrump, Nevada" dated December 2, 2013.

2. In consideration of the performance by Consultant of the Services under this Agreement, the Company agrees to pay Consultant for its time, material, and Services as follows:

CONSULTANT to bill at rates outlined in the Fee Schedule for a total not to exceed amount of \$15,000.00.

3. This Agreement covers Services rendered during the period from **January 1, 2014 to June 30, 2015**. This Agreement may be terminated at any time by either party for breach or neglect of duty by the other not remedied within 30 days after written notice by either party. No termination shall prejudice Consultant's rights to payments for Services completed prior to the effective date of termination.

4. All Services shall be performed under this Agreement by Consultant in its capacity as an independent contractor, and not as an agent or employee of the Company. The Consultant shall supervise the performance of its Services and shall be entitled to control the manner and means by which its Services are to be performed, subject to compliance with this Agreement and specifications, schedules, or plans approved by the Company.

5. With respect to the initial scheduling of consulting time, Consultant will make every reasonable effort to accommodate Company needs and preferences, subject to existing contractual obligations. In addition, if faced with a cancellation of scheduled time or request for postponement by the Company, Consultant will make every effort to reschedule time so as to minimize potential Company payment responsibility for lost time.

6. All notices under this Agreement shall be sent by first class mail, by overnight courier, and/or confirmed tele-facsimile to the addresses specified below and any notice sent shall be deemed delivered three days after deliverance in accordance with these terms and conditions.

To Company
Town of Pahrump
400 N. Highway 160
Pahrump, NV 89060
Ph: 775-727-5107
Fax: 775-727-0345

To Consultant
d.b.a. MaryEllen C. Giampaoli,
Environmental Compliance Specialist
P.O. Box 127
Blue Diamond, NV 89004
Ph: 702-875-4594
Fax: 702-875-3594
EIN: 88-0451777

7. This is the complete agreement and supersedes all prior and contemporaneous understandings relating to the subject matter hereof, may not be amended or modified except in writing, and shall be covered by the laws of the State of Nevada.

COMPANY

CONSULTANT

By: _____ Title: _____ By:  Title: President

Town of Pahrump Advisory Board Meeting Schedule

Current as of December 2013

<u>1st Monday</u>	<u>1st Tuesday</u> Public Lands Advisory Board <i>Mr. Adams</i> Community Center Room 'A' 6:30pm	<u>1st Wednesday</u>	<u>1st Thursday</u> Tourism Advisory Board <i>Mr. Adams</i> Community Center Room 'B' 8:00am	<u>1st Friday</u> Nuclear Waste & Environ. AB <i>Mrs. Riches</i> Community Center Room 'A' 1:00pm Civic Center Advisory Board <i>Mr. Kulkin</i> Community Center Room 'A' 4:00pm
<u>2nd Monday</u>	<u>2nd Tuesday</u> Town Board Meeting County Chamber 7pm	<u>2nd Wednesday</u> Youth Advisory Board <i>Dr. Waters</i> Community Center Room 'A' 2:30pm	<u>2nd Thursday</u> Arena Advisory Board <i>Mr. Dolan</i> Community Center Room 'A' 7:00pm	<u>2nd Friday</u>
<u>3rd Monday</u>	<u>3rd Tuesday</u>	<u>3rd Wednesday</u> Parks & Recs Advisory Board <i>Mr. Kulkin</i> Community Center Room 'A' 6:30pm	<u>3rd Thursday</u> Veteran's Mem. Advisory Board <i>Dr. Waters</i> Community Center Room 'A' 6pm	<u>3rd Friday</u>
<u>4th Monday</u>	<u>4th Tuesday</u> Town Board Meeting County Chamber 7pm	<u>4th Wednesday</u>	<u>4th Thursday</u>	<u>4th Friday</u>



AGENDA ITEM REQUEST

Requests and backup must be into the Town Office by **3:00 p.m. five (05) business days before the preceding Town Board meeting** you wish the item presented. Town Board meetings are held on the second and fourth Tuesday of each month at 5:00 p.m. in the Nye County Complex.

DATE AGENDA ITEM SUBMITTED	DATE OF DESIRED BOARD MEETING
12/19/2013	1/14/2014

CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:

Consideration to appoint a Pahrump Town Board member to the Nye County
Water Board

If request for funding is approved by the Town Board, an invoice or letter from the requestor to Town of Pahrump/Accounts Payable is required to receive funding.

BRIEF SUMMARY OF ITEM:

Nye County is seeking liaisons to serve on the water board and has asked
for an appointment

STAFF COMMENTS/RECOMMENDATIONS:

BACKUP ATTACHED: YES NO

NAME OF PRESENTER(S) OF ITEM: Susan Holecheck, Town Manager

SPONSORED BY:

Susan Holecheck, Town Manager
Print Name


Signature

400 N. Hwy 160
Mailing Address

(775) 727-5107 ext.
Telephone Number

AGENDA ITEM REQUEST

Requests and backup must be into the Town Office by **3:00 p.m. five (05) business days before the preceding Town Board meeting** you wish the item presented. Town Board meetings are held on the second and fourth Tuesday of each month at 5:00 p.m. in the Nye County Complex.

DATE AGENDA ITEM SUBMITTED DATE OF DESIRED BOARD MEETING
12/19/2013 1/14/2014

CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:

Consideration to incorporate a new section within the Town Manager's contract entitled Performance Evaluation

If request for funding is approved by the Town Board, an invoice or letter from the requestor to Town of Pahrump/Accounts Payable is required to receive funding.

BRIEF SUMMARY OF ITEM:

Pursuant to Town Board Policy, an annual performance evaluation is to be conducted on the Town Manager. This language was inadvertently omitted when the Town Manager's contract was recently amended and extended.

STAFF COMMENTS/RECOMMENDATIONS:

Staff would concur with the recommendation that this language be included in the Town Manager Contract.

BACKUP ATTACHED: YES NO

NAME OF PRESENTER(S) OF ITEM: Tom Waters, Clerk

SPONSORED BY:

Tom Waters, Clerk
Print Name


Signature

400 N. Hwy 160
Mailing Address

(775) 727-5107 ext.
Telephone Number

TOWN OF PAHRUMP
AMENDED INTERIM TOWN MANAGER EMPLOYMENT AGREEMENT
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PAHRUMP AMENDED INTERIM TOWN MANAGER EMPLOYMENT AGREEMENT

Introduction

This Agreement, made and entered into this 24th day of September, 2013, by and between the Town of Pahrump Nevada, (hereinafter called "Employer") and Susan Holecheck; (hereinafter called "Employee"), an individual who has experience in local-government management, agree as follows:

Section 1: Term

Subject to earlier termination as provided for in this Agreement, this Agreement shall continue in effect until December 31, 2014.

This Agreement may be extended or modified in writing by mutual agreement of Employee and Employer. In the event the Agreement is not extended, all compensation, benefits and requirements of the Agreement shall remain in effect until the expiration of the term of the Agreement unless Employee voluntarily resigns.

In the event that the Employee is terminated, as defined in Section 8 of this Agreement, the Employee shall be entitled to compensation as defined in Section 9 of this Agreement.

Section 2: Duties and Authority

The Pahrump Town Board agrees to employ Susan Holecheck as Interim Town Manager to perform the functions and duties specified in the Town Board Policy and Town Manager's Job Description of the Town of Pahrump and as required by state and federal law and to perform other legally permissible and proper duties and functions as the Pahrump Town board shall from time to time assign. The Town Manager Job Description is attached as part of this Agreement.

Section 3: Compensation and Performance Evaluation

Base Salary: Employer agrees to pay Employee an annual base salary of \$85,000.00, payable in installments at the same time that the other management employees of the Employer are paid.

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Employer shall annually review the performance of the Employee pursuant to the Town Board Policy, Section 11 "Town Manager Evaluation". The final written evaluation should be completed and delivered to the Employee no later than the first Town Board meeting in December, 2014. Also, there will be a semi-annual "Progress Report" for the period of October 2013 through March 2014. The six month evaluation shall be required by April 30, 2014.

Annually, the Employer and Employee shall jointly define goals and performance objectives that they determine necessary for the proper operation of the Town of Pahrump and for the attainment of the Board's policy objectives and shall further establish relative priority among those various goals and objectives. Said goals and objectives are to be reduced to writing. The

PAHRUMP AMENDED INTERIM TOWN MANAGER EMPLOYMENT AGREEMENT

Town Board is cognizant that many of the Goals and Objectives may be ongoing and of long duration. However, the annual Goals and Objectives shall be reviewed and assessed no later than the 30th of June of each year to ascertain the status and continuing viability of any or all of the Goals and/or Objectives.

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If the evaluation is not completed by December 9, 2014, the employee will automatically receive a passing evaluation of 3.0 (in a range of 0.0 – 5.0) and receive a CPI raise plus 2% merit increase in annual compensation.

Section 4: Health, Disability and Life Insurance Benefits

The Employer agrees to provide and to pay the premiums for health, hospitalization, surgical, vision, dental, comprehensive medical insurance and life insurance for the Employee and her eligible dependents equal to that which is provided to all other employees of the Town of Pahrump pursuant to the Town of Pahrump Personnel Policy.

PAHRUMP AMENDED INTERIM TOWN MANAGER EMPLOYMENT AGREEMENT

Section 5: Mobile Phone

The Employer shall provide use of a mobile phone with data service for domestic calls, texts, and e-mail.

Section 6: Automobile/Vehicle

The Employer shall provide use of an automobile/vehicle pursuant to the Town of Pahrump Personnel Policy for use on Town-related business.

Section 7: Retirement

The Employer agrees to enroll the Employee in the applicable state or local retirement system pursuant to Town of Pahrump Personnel Policy.

Section 8: Termination

For purposes of this Agreement, termination shall occur when a majority of the members of the Town Board vote to terminate the Employee.

In removing the Employee, the Employer shall comply with all applicable laws. The Employer may terminate the Employee at the pleasure of the Employer as provided by Nevada law. In the event the Employee is terminated by the Employer pursuant to this section, the Employee's sole rights and remedies shall be under Section 9 of this Agreement.

Section 9: Severance

In the event the Employee is terminated by the Town, without cause, before expiration of the term of her employment Agreement, and the Employee is still willing and able to perform her duties as Interim Town Manager, the Employer shall pay a lump sum cash severance payment equivalent to the remaining salary due for the term of the Agreement or \$6,000.00, whichever is less. This severance shall be paid in a lump sum unless otherwise agreed to in writing by the Employer and the Employee.

In the event the Employee is terminated for cause, the Employer will have no obligation to pay the severance sum, no notice is required, no severance will be paid, and health insurance coverage will continue for thirty (30) days. It is recognized the Employee occupies a highly sensitive managerial position. Acts or omissions that constitute cause sufficient for the Employer to dismiss the Employee will depend on the particular circumstances. The decision as to whether cause exists involves the Town Board's managerial discretion and judgment.

Cause will exist if after a review of all particular circumstances, the Town Board by a majority vote at open meeting makes a good faith, reasonable finding of fact that the Employee has engaged in intentional acts or omissions which makes her ineffective in the performance of her

PAHRUMP AMENDED INTERIM TOWN MANAGER EMPLOYMENT AGREEMENT

designated job duties or negatively impacts her ability to carry out effective and productive working relationships with the Town Board as a body or for the Town of Pahrump. Examples of such intentional acts or omissions include but are not limited to the following:

1. Willful neglect of duties;
2. Inability to perform her general administrative duties or any specific duties delineated in her job description;
3. Intentional acts of misconduct or omissions occurring within the scope and course of her employment which negatively impacts her ability to perform her delineated duties or are measurably detrimental to her productive working relations with the Town;
4. Conviction of any felony;
5. Conviction of a gross misdemeanor; or
6. Pattern of behavior deemed inappropriate by a majority of the Town Board.

Section 10: Resignation

In the event that the Employee voluntarily resigns her position with the Employer, before the expiration of the stated terms of her employment Agreement, the Employee shall provide a minimum of thirty (30) days written notice and exert every effort to provide sixty (60) days written notice, unless the parties agree otherwise. In the event of voluntary resignation, the Employee shall not be entitled to severance pay as defined in Section 9 of this Agreement.

Section 11: Hours of Work

The Employer acknowledges the proper performance of the Interim Town Manager duties require the Employee to generally observe normal business hours and also will require the performance of necessary services outside of normal business hours. Because the Town Manager's job title is an exempt position, the Employee agrees to devote such additional time as is necessary for the full and proper performance of the Town Manager duties and that the compensation herein provided includes for such performance. The Employer intends that reasonable flexible scheduling of time off be permitted, such is customary for exempt employees, so long as the time off does not interfere with the completion of the required duties as identified in Section 2.

Section 12: Outside Activities

The employment provided for this Agreement shall be the Employee's sole employment. Recognizing that certain outside consulting or teaching opportunities provide indirect benefits to the Employer and the community, the Employee may elect to accept limited teaching, consulting or other business opportunities with the understanding that such arrangements shall not constitute interference with or a conflict of interest with her responsibilities under this Agreement. The Employee shall receive prior written approval of the Employer before participating in any of the above- mentioned activities.

PAHRUMP AMENDED INTERIM TOWN MANAGER EMPLOYMENT AGREEMENT

Section 13: Indemnification

Beyond that required under federal, state or local law, Employer shall defend, save harmless and indemnify Employee against any tort, professional liability claim or demand or other legal action, whether groundless or otherwise, arising out of an alleged act or omission occurring in the performance of Employee's duties as Town Manager or resulting from the exercise of judgment or discretion in connection with the performance of program duties or responsibilities, unless the act or omission involved willful or wanton conduct. The Employee may request and the Employer shall not unreasonably refuse to provide independent legal representation at Employer's expense and Employer may not unreasonably withhold approval. Legal representation, provided by Employer for Employee, shall extend until a final determination of the legal action including any appeals brought by either party. The Employer shall indemnify Employee against any and all losses, damages, judgments, interest, settlements, fines, court costs and expenses of legal proceedings including attorney's fees, and any other liabilities incurred by, imposed upon, or suffered by such Employee in connection with or resulting from any claim, action, suit, or proceeding, actual or threatened, arising out of or in connection with the performance of his or her duties. Any settlement of any claim must be made with prior approval of the Employer in order for indemnification, as provided in this section, to be available.

Employee recognizes that Employer shall have the right to compromise and unless the Employee is a party to the suit which Employee shall have a veto authority over the settlement, settle any claim or suit; unless, said compromise or settlement is of a personal nature to Employee. Further, Employer agrees to pay all reasonable litigation expenses of Employee throughout the pendency of any litigation to which the Employee is a party, witness or advisor to the Employer. Such expense payments shall continue beyond Employee's service to the Employer as long as litigation is pending. Further, Employer agrees to pay Employee reasonable consulting fees and travel expenses when Employee serves as a witness, advisor or consultant to Employer regarding pending litigation.

Section 14: Other Terms and Conditions of Employment

The Employer, only upon agreement with Employee, shall fix any such other terms and conditions of employment, as it may determine from time to time, relating to the performance of the Employee, provided such terms and conditions are not inconsistent with or in conflict with the provisions of this Agreement, Town of Pahrump Ordinances and/or Resolutions, and state and federal law.

PAHRUMP AMENDED INTERIM TOWN MANAGER EMPLOYMENT AGREEMENT

Section 15: Notices

Notice pursuant to this Agreement shall be given by depositing in the custody of the United States Postal Service, postage prepaid, addressed as follows:

(1) EMPLOYER: Pahrump Town Board Chairman
400 N Highway 160
Pahrump, NV 89060

(2) EMPLOYEE: Susan Holecheck
346 Tuscany Circle
Mesquite, NV 89027

Alternatively, notice required pursuant to this Agreement may be personally served in the same manner as allowed by civil judicial practice. Notice shall be deemed given as of the date of personal service or as the date of deposit of such written notice in the course of transmission in the United States Postal Service.

Section 16: General Provisions

This Agreement sets forth and establishes the entire understanding between the Employer and the Employee replaces any previous oral or written agreement.

This Agreement shall be binding on the Employer and the Employee as well as their heirs, assigns, executors, personal representatives and successors in interest.

This Agreement shall become effective on October 1, 2013.

AGENDA ITEM REQUEST

Requests and backup must be into the Town Office by **3:00 p.m. five (05) business days before the preceding Town Board meeting** you wish the item presented. Town Board meetings are held on the second and fourth Tuesday of each month at 5:00 p.m. in the Nye County Complex.

DATE AGENDA ITEM SUBMITTED DATE OF DESIRED BOARD MEETING
12/30/2013 1/14/2014

CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:
Resolution 14-01 Supporting Nevada's Veterans and the Nevada Department of Veterans Services' Green Zone Initiative

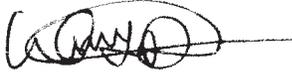
If request for funding is approved by the Town Board, an invoice or letter from the requestor to Town of Pahrump/Accounts Payable is required to receive funding.

BRIEF SUMMARY OF ITEM:
N/A

STAFF COMMENTS/RECOMMENDATIONS:

BACKUP ATTACHED: YES NO

NAME OF PRESENTER(S) OF ITEM: Bill Dolan Vice Chairman

SPONSORED BY:
Bill Dolan Vice Chairman 
Print Name Signature

400 N. Hwy 160 (775) 727-5107 ext.
Mailing Address Telephone Number

Town of Pahrump, Nevada Resolution 14-01

A resolution Supporting Nevada's Veterans and the Nevada Department of Veterans Services' Green Zone Initiative.

Whereas, Nevada is the "Battle Born" state and has a long history of our citizens serving in the nations' armed forces; and

Whereas, returning veterans are in need of and deserving of many services provided by the states and local governments; and

Whereas, the Town of Pahrump wishes to welcome our veterans and their families back into our community and provide the services necessary to enable them to return to our workforces and schools; and

Whereas, the state has established the Nevada Department of Veterans Green Zone Initiative to aid our returning veterans; and

Whereas, the Nevada League of Cities and Municipalities and the Nevada Association of Counties has adopted resolutions creating a Joint Veterans Services Committee; now

Therefore be it Resolved that the Town of Pahrump congratulates and thanks our citizens for their service to our country and supports the Nevada Department of Veterans Services Green Zone Initiative; and

Therefore be it Further Resolved that the Town of Pahrump supports the Nevada League of Cities and Municipalities Joint Veteran Services Committee with the Nevada Association of Counties to facilitate the provision of services to our returning veterans.

Approved and Adopted this 14th Day of January 2014 by the Pahrump Town Board.

***Harley Kulkin
Chairman***

***Tom Waters
Clerk***

AGENDA ITEM REQUEST

Requests and backup must be into the Town Office by **3:00 p.m. five (05) business days before the preceding Town Board meeting** you wish the item presented. Town Board meetings are held on the second and fourth Tuesday of each month at 5:00 p.m. in the Nye County Complex.

<u>DATE AGENDA ITEM SUBMITTED</u> 12/23/2013	<u>DATE OF DESIRED BOARD MEETING</u> 1/14/2014
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CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:

Consideration to approve expenditures for renovation of restroom facilities at Petrack Park.

If request for funding is approved by the Town Board, an invoice or letter from the requestor to Town of Pahrump/Accounts Payable is required to receive funding.

BRIEF SUMMARY OF ITEM:

The Board previously approved renovation of the restroom facilities at Petrack Park. However it has now been ascertained that the cost of the renovations (i.e. new tile, sinks, toilets, etc.) exceeds \$20,000 so staff is bringing this item to the Board for approval.

STAFF COMMENTS/RECOMMENDATIONS:

Staff recommends approval.

BACKUP ATTACHED: YES NO

NAME OF PRESENTER(S) OF ITEM: Susan Holecheck, Town Manager

SPONSORED BY:

Susan Holecheck, Town Manager
Print Name


Signature

400 N. Hwy 160
Mailing Address

(775) 727-5107 ext.
Telephone Number

PETRAK PARK

HWY 160 RESTROOMS REMODEL

DESCRIPTION	COST
TILE	\$3,500.00
MASTIK (TILE GLUE)	\$2,100.00
TILE BACKER BOARD	\$ 500.00
LIQUID NAILS (BACKER GLUE)	\$200.00
TILE BACKER BOARD FASTNER	\$75.00
DRYWALL & COMPOUND	\$800.00
PAINT	\$350.00
FLOOR EPOXY	\$500.00
FIXTURE PLUMING	\$200.00
TOILETS	\$900.00
URINALS	\$300.00
SINKS	\$400.00
FAUCETS	\$400.00
TOILET PARTITIONS	\$4,200.00
ESTIMATED MATERIAL COST	\$14,425.00

AGENDA ITEM REQUEST

Requests and backup must be into the Town Office by **3:00 p.m. five (05) business days before the preceding Town Board meeting** you wish the item presented. Town Board meetings are held on the second and fourth Tuesday of each month at 5:00 p.m. in the Nye County Complex.

<u>DATE AGENDA ITEM SUBMITTED</u> 1/6/2014	<u>DATE OF DESIRED BOARD MEETING</u> 1/14/2014
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CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:

Consideration to approve the acquisition of three refurbished fire engines.

If request for funding is approved by the Town Board, an invoice or letter from the requestor to Town of Pahrump/Accounts Payable is required to receive funding.

BRIEF SUMMARY OF ITEM:

The Town of Pahrump currently has five pieces of apparatus used to respond to emergency incidents. The apparatus is between 15-20 years old and are no longer cost effective or efficient given the number and nature of responses especially during the summer months and high temperatures.

STAFF COMMENTS/RECOMMENDATIONS:

Staff is recommending that to achieve fleet reliability and return to our Apparatus Capital Improvement Plan, we reduce the overall fleet from five but to acquire five refurbished with like/kind/quality pumpers/engines. Leasing is available rather than incur high purchase costs and the Town will seek trade-in offsets for the fleet being relinquished.

BACKUP ATTACHED: YES NO

NAME OF PRESENTER(S) OF ITEM: Susan Holecheck, Town Manager

SPONSORED BY:

Susan Holecheck, Town Manager
Print Name


Signature

400 N. Hwy 160
Mailing Address

(775) 727-5107 ext.
Telephone Number

Pahrump Valley Fire-Rescue Services

Administrative Offices

300 North Highway 160

Pahrump, Nevada 89060

Date: January 6, 2014

To: Susan Holecheck
Pahrump Town Manager

From: Scott F. Lewis
Fire Chief

Subject: ***Consideration for the Purchase of Three (3) Refurbished Fire Pumpers***

Proposal Summary

In an on-going effort to provide the best service possible, I seek permission to eliminate five pieces of older fire apparatus from our inventory and acquire three refurbished fire pumpers at a cost not to exceed \$500,000.

Statement of Need

Increased maintenance requirements, escalating repair expenses, lack of available parts, non-NFPA compliance, and unreliable 2-stroke diesel engines (in our harsh summer environment) have prompted us to re-evaluate our current fire pumper fleet.

Currently, our pumper fleet consists of the following front-line engines.

- Engine 1: 1995 Pumper 19 Years
- Engine 2: 2004 Pumper 10 Years
- Engine 3: 1999 Pumper 15 Years
- Engine 4: 2004 Pumper 10 Years
- Engine 5: 1988 Pumper 26 Years
- Engine 6: 1991 (Reserve Status) 23 Years

The operational cost for the older apparatus has increased proportionately with the equipment's age and frequency of use. Large expenses such as engines, transmissions, and suspension component replacements are common repairs for the older apparatus.

Additionally, the older apparatus operating costs have included: excessive fuel consumption, air conditioning repairs, electrical repairs, and cooling repairs. Further consideration includes extended "down-time" awaiting repair parts.

Telephone (775) 727-5658

Fax: (775) 751-4010

Pahrump Valley Fire-Rescue Services

Administrative Offices

300 North Highway 160

Pahrump, Nevada 89060

Referencing the Town Board approved PVFRS Capital Improvement Plan (CIP) most of the above listed apparatus had been slated for replacement in previous fiscal years. However, the economic down turn required us to extend our use of the older equipment. As a result, the Town of Pahrump is now in the position, because of age and type of apparatus, of needing multiple apparatus replaced.

Recently, another mechanical failure in a 2-stroke diesel engine has brought to the forefront an absolute requirement for reliable front-line fire pumpers and re-establishment of the fire department's apparatus CIP replacement program.

The recent mechanical failure has occurred in our busiest pumper (3364 emergency responses in 5 years). Rather than continue to repair an outdated engine, we have opted to explore several options.

We carefully considered our current and future costs to operate, maintain, and replace apparatus. To replace three (3) pumpers with new like, kind, and quality (LKQ) pumpers would cost the Town approximately \$450,000 to \$500,000 per unit or \$1.5 million dollars total. Therefore, we centered our attention on acquiring NFPA compliant refurbished apparatus.

New, Used, Refurbished

There are several factors to consider when determining whether to refurbish or buy new apparatus. Typically, NFPA 1912, *Standard for Apparatus Refurbishing*, offers insight when determining refurbishment value.

The decision to refurb is predicated on several considerations including the type of engine, transmission, cooling capacity, axle ratings, tank size, and overall configuration that meets or exceeds our operational objectives. All of these factors were deliberated when researching the refurbished fire apparatus concept versus used apparatus.

Additional thoughts included our Town's geographic location, seasonal weather/temperatures, response area (size), terrain, demographics, and frequency of use as other key factors to help decide whether to acquire refurbished apparatus.

As Pahrump continues to face tough financial decisions, it makes good fiscal sense to refurbish apparatus particularly if the financial tradeoff involves equipment or personnel.

Generally, refurbishing apparatus is half the price of a new unit. Therefore, a distinct advantage is operating apparatus that meets current industry standards at a fraction of the cost of purchasing new along with faster delivery times.

Telephone (775) 727-5658

Fax: (775) 751-4010

Pahrump Valley Fire-Rescue Services

Administrative Offices

300 North Highway 160

Pahrump, Nevada 89060

We were able to locate three LKQ fire pumpers that are slated for refurbishment at a local Henderson fire apparatus remanufacturing facility. The apparatus was acquired from the Henderson Fire Department and is slated for refurbishment including rebuilt engine, transmission removal and service, pump inspection/repair/certification, radiator re-core, re-paint, brakes, installation of 800 gallon poly water tanks (with foam), interior repair, tires, and will be fully NFPA 1901 compliant with a full one year warranty.

The Henderson facility location helps minimize future costs through reductions associated with “distance” warranty work and repairs.

Additional Considerations

The former Henderson Fire Department apparatus offers a viable alternative because the units were designed to operate in a desert environment and have demonstrated a proven track record protecting Clark County jurisdictions including Clark County Fire Department, Las Vegas, and North Las Vegas. In essence, the proposed units offer a good base design using very reliable components as a foundation in which to build upon.

The Town of Pahrump (PVFRS) has conducted business with Fire Trucks Unlimited (FTU) over the past decade. FTU have certified technicians who are trained to perform the refurbishment, a heavy machine shop, in-house paint booth, and enjoy a solid reputation having completed numerous refurbishments.

The three refurbished pumpers would be placed as front-line engines in Stations 1, 3, and 5. The pumpers would be set-up the same; therefore, there would be a reduction in training hours to qualify drivers while offering consistency for staff temporarily assigned to different stations.

Options:

High Risk Option:

- Continue to repair the aged vehicles until such time they are deemed unsafe and not repairable.

Low Risk Option:

- Purchase three refurbished pumpers replacing five older pieces of apparatus at a cost not to exceed \$500,000.

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Pahrump Valley Fire-Rescue Services

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Budget:

Due to the lack of a current apparatus replacement fund, the acquisition of the refurbished apparatus shall be accomplished utilizing low interest financing or lease to purchase options.

The overall costs shall be offset by the trade-in values of five pieces of fire apparatus (see attachment)

Schedule:

If acceptable to the Town Board, the purchase of the three refurbished apparatus would be completed as soon as possible with an anticipated 90-day delivery date.

Recommendation:

The primary reason for refurbishing is to increase safety and reliability in appropriate type apparatus in a cost effective manner.

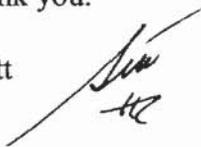
I believe that it is in the Town's best interest to approve the acquisition of three refurbished fire pumpers at a cost not to exceed \$500,000 or if the trade-in values are acceptable to the Town Board, at a cost not to exceed \$425,000.

Risk assessment and overall cost benefits support this recommendation.

I am available for any questions that you may have.

Thank you.

Scott



Attachments:

Telephone (775) 727-5658

Fax: (775) 751-4010

Pahrump Valley Fire-Rescue Services

Administrative Offices

300 North Highway 160

Pahrump, Nevada 89060

Fire Chief Scott F. Lewis

Apparatus Considered for Trade-In

<u>Type:</u>	<u>Year:</u>	<u>Manufacturer:</u>	<u>Trade-In Value</u>
Engine 1	1995	HME/Ferrara	\$15,500 (w/out engine)
Engine 3	1999	AMLF	\$37,500
Engine 5	1988	E-One	\$13,000
Reserve Engine 6	1991	E-One	\$5,000
Brush 1	1986	International	\$7,500
Total Trade-In Value:			<u>\$78,500</u>

(775) 727-5658

Fax: (775) 727-7896

"Our commitment is to be prepared, through training, to assure a safe outcome in any emergency".



Turn up the heat!

QUOTE

Firetrucks Unlimited

7451 Eastgate Rd
 Henderson, NV 89011
 866.876.0979 (toll free)
 702.558.9821 (fax)
 brianr@firetrucksunlimited.com

QUOTE NO.
 DATE January 2, 2014
 CUSTOMER ID
 EXPIRATION DATE

TO Scott Lewis
 Pahump Valley Fire
 300 N Highway 160
 Pahump, NV 89060

SALESPERSON	JOB	PAYMENT TERMS	DUE DATE
Brian Reyburn	1999 Pierce Quantum		

Line #	DESCRIPTION	LINE TOTAL
1	1999 Pierce Quantum Pumper (used)	45,000
2	Complete DOT, NFPA Inspection - The apparatus shall be completely inspected and tested prior to entry into the refurbishment process. Upon completion of the refurbishment, the apparatus shall be completely inspected and tested prior to shipment.	400
3	Disassembly - The apparatus shall be disassembled including removal of all bolt on items, interiors, and major components.	3,200
4	CAB/CREW COMPARTMENT	
5	Bumper - The front bumper shall be extended to accommodate a front trash line. A new gravel shield shall be fabricated. A hose tray shall be installed in the center of the bumper extension. A new discharge valve shall be installed with a 2" hose running to the front bumper discharge.	3,500
6	Cab Plastic - Repair any cracks in cab plastic.	800
7	Door Latches - Inspect all door latches and hardware, repair if necessary	500

8	Driver's Seat - A new air seat base shall be installed	350
9	Drop Down Steps - Cab entry steps shall be inspected and repaired as necessary.	600
10	Interior Compartments - Interior compartments shall be cleaned up	200
11	Upholstery - Minor upholstery repair	1,000
12	Cab Locks - The cab lock(s) shall be inspected, cleaned, lubricated	250
13	Air Intake filter - The air intake filter shall be replaced with new OEM filter.	200
14	Warning stickers and placards - Replace worn warning stickers and placards with new	400
15	Door Seals - The cab door seals shall be replaced with new OEM type.	800
16	Grab Rails - Replace cab grab rails with new knurled material with new stanchions and gaskets	1,080
17	Gauges - Inoperable instrument panel gauges shall be replaced as needed. Inoperable lights shall be replaced.	800
18	Miscellaneous cab latches, a/c louvers etc. - Replace as necessary	500
19	CHASSIS	
20	Engine Overhaul - The Detroit Diesel Series 60 engine shall be overhauled. New belts, sensors, starter and air compressor shall be provided.	21,500
21	Fluids - A fluids shall be replaced	850
22	Transmission - The transmission shall be removed, bench tested, serviced, resealed and reinstalled.	2,200
23	Rear differential- The rear differential shall be inspected and resealed	1,750
24	Springs - The springs shall be inspected for wear. New pins and bushings shall be installed.	800

25	Shocks - The front shock(s) shall be replaced with new.	275
26	Tires - New tires shall be installed. 315 22.5 on front 11 22.5 on rear.	4,900
27	Batteries - R & R with new Group 31 (6)	900
28	Air Conditioning - The A/C system shall be inspected and recharged.	650
29	Battery Charger - The battery charger shall be inspected, tested and repaired (if necessary)	200
30	Brake System - The brakes shall be inspected and parts replaced if necessary	2,800
31	Radiator - Remove rod and core	2,800
32	Air Charge Cooler - Clean, pressure test refinish and flush	500
33	Air Horn - The air horns shall be rebuilt if necessary	250
34	FIRE FIGHTING SYSTEMS	
35	Pump Inspection and repair - The pump shall be inspected, tested and repaired (i.e. new packing)	4,500
36	Pump Test - The pump shall be independently certified by a 3rd party.	800
37	Discharge/Intake Valves - All discharge/intake valves shall be inspected for proper operation and rebuilt with new stainless steel type if necessary, linkages shall be adjusted.	1,000
38	Discharge Caps & Chains - New discharge caps and chains shall be installed.	500
39	Discharge gauges- Leaking/Inop discharge pressure gauges shall be replaced with new	1,000
40	Water Tank - The water tank shall be removed and replaced with a used poly 800 gallon water tank with a 50 gallon foam cell. The hose bed shall be modified for this installation.	5,700
41	BODY	
42	Ladder Rack - The ladder rack shall be inspected, serviced and tested for proper operation.	400

43	Wheel Chocks and holders - Install new ZICO folding wheel chocks with holders (2)	900
44	ELECTRICAL	
45	General - The electrical systems shall be tested and any problems shall be resolved. (i.e. chaffing wires, bad connections)	4,000
46	12 Volt Brow Light - Install (1) new brow mounted FRC Evolution light head.	1,375
47	FMVSS Clearance Lighting - Install LED side clearance lights	200
48	FMVSS Reflectors - Install new red and amber reflectors where necessary per DOT standards	50
49	FMVSS Lighting Replace lenses of existing brake turn and tail lights.	300
50	Back Up Lights - Install new LED back up lights on the rear of the apparatus.	600
51	Light bar - The lightbar from the 1996 Ferrara shall be removed and installed on the 99 Quantum	400
52	Rear zone lower lighting Install 2 new red/clear LED Whelen 600 Series Clear Lens emergency lights in chrome bezel	700
53	Warning Lights/Scene (rear of platform, upper C zone) - The rear rotator lighthouse lenses shall be replaced with red.	150
54	Traffic Director - A new Whelen LED traffic advisor shall be installed on the rear of the apparatus.	1,000
55	PAINT	
56	Paint, Cab and Body Exterior - Clean, prep and paint cab and body. Color to be single tone red, base coat clear coat	19,600
57	Chassis Frame Rail - Prep and paint chassis frame rail gloss black	850
58	Reflective Striping - New reflective striping consistent with Pahrump Valley layout shall be installed.	1,800
59	Logos/Lettering - Install Pahrump Valley Logos and Lettering on the apparatus	1,000

60	Chevrons - install reflective chevrons to conform to NFPA 1901 2009	1,000
61	GENERAL	
62	Wash and Detail	400
63	Shop Supplies, Management, and Overhead	14,818

SUBTOTAL	\$ 162,998.00
SALES TAX	
TOTAL	\$ 162,998.00

www.firetrucksunlimited.com
THANK YOU FOR YOUR BUSINESS!

-90 days-





KEEP BACK 500 FEET

AGENDA ITEM REQUEST

Requests and backup must be into the Town Office by **3:00 p.m. five (05) business days before the preceding Town Board meeting** you wish the item presented. Town Board meetings are held on the second and fourth Tuesday of each month at 5:00 p.m. in the Nye County Complex.

DATE AGENDA ITEM SUBMITTED DATE OF DESIRED BOARD MEETING
12/29/2013 1/14/2014

CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:

Consideration of implementing prior Board approval for seminar and/or travel reimbursement by Board members

If request for funding is approved by the Town Board, an invoice or letter from the requestor to Town of Pahrump/Accounts Payable is required to receive funding.

BRIEF SUMMARY OF ITEM:

STAFF COMMENTS/RECOMMENDATIONS:

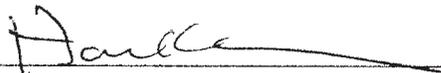
Staff would recommend approval.

BACKUP ATTACHED: YES NO

NAME OF PRESENTER(S) OF ITEM: Harley Kulkin, Chair

SPONSORED BY:

Harley Kulkin, Chair
Print Name


Signature

400 N. Hwy 160
Mailing Address

(775) 727-5107 ext.
Telephone Number

AGENDA ITEM REQUEST

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DATE AGENDA ITEM SUBMITTED
1/7/2014

DATE OF DESIRED BOARD MEETING
1/14/2014

CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:

Consideration of an event specific board of limited duration formed for the proposed motorcycle event.

If request for funding is approved by the Town Board, an invoice or letter from the requestor to Town of Pahrump/Accounts Payable is required to receive funding.

BRIEF SUMMARY OF ITEM:

Board member Adams has proposed this discussion because he feels a limited board composed of Pahrump "bikers" and other citizens is important. Community participation promotes responsibility through ownership.

STAFF COMMENTS/RECOMMENDATIONS:

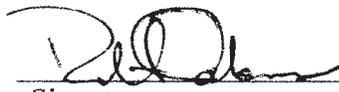
Staff believes this request is premature for reasons stated here and on the attached page. First, in May the Town Board discussed creating an Events Advisory Board that would lend assistance to all events. The May discussion was tabled for one month but appears not to have been reagendaized. Staff concurs with the creation of an Events Advisory Board that would serve not only the motorcycle event, but

BACKUP ATTACHED: YES NO

NAME OF PRESENTER(S) OF ITEM: Robert Adams, Town Board Member

SPONSORED BY:

Robert Adams, Town Board Member
Print Name


Signature

400 N. Hwy 160
Mailing Address

(775) 727-5107 ext.
Telephone Number

AIR Continuation:

all events that are held within Pahrump. The Events Advisory Board can design and develop Guidelines and Checklists that can be beneficial in the future to all event organizers.

Second, the Town Manager and Mr. Burke have not even finalized the legal agreement for the event nor is it clear how much assistance he will want or require for the event. Mr. Burke has been the promoter of like events for a considerable period of time and staff is certain he has acquired the necessary experience for facilitating such an event and may not require an Advisory Board to lend assistance, but may more need assistance in the form of volunteers.

Third, any Board created by the Pahrump Town Board will have to have Bylaws, Post Agendas, Keep Minutes and I believe applications need to be submitted and approved by the Town Board depending on qualifications, experience, interest and credentials. Also Advisory Board members need to be trained on the Open Meeting Law and Ethical Considerations. Additionally, having a Board with members serving for just a particular event and not for all events would create quorum issues. To create a board of limited duration for a specific event would create burdensome tasks for that Board and its members and is not believed to be efficient or effective.

Staff does concur that the Events Advisory Board should work with the Sheriff's office, the Pahrump Fire Department, The Health District and the County to understand all permitting requirements, costs, timelines, etc. and this can be one of the first tasks given to the newly created Events Advisory Board to create a sense of a "One Stop Shop" and to know points of contact for each organization and work with those designated individuals.

From: radams@pahrumpnv.org [mailto:radams@pahrumpnv.org]

Sent: Friday, January 03, 2014 11:06 AM

To: sholecheck@pahrumpnv.org

Subject: agenda item backup

EVENTS BOARD & EVENT (SPECIFIC) BOARDS:

EVENT SPECIFIC BOARD: The AB proposed in this agenda item is event specific. It was written to apply to organization and law enforcement of one event because of immediate need to address these issues. A future consideration is organizing specific boards for each event because the makeup of the boards may vary to suit each event.

EVENTS BOARD: I believe there is a need for a general Events Board made of volunteers and staff members of the County, Sheriff, and Town. Pahrump being an unincorporated Town, law enforcement is responsibility of an independently elected Sheriff and community development, planning/zoning, dust control district, and health district the responsibility of the Board of County Commissioners. Best outcome would be a One Stop Shop where by appointment an Event Promoter may meet with representatives of all entities having possible jurisdiction at the table, so that all requirements would be stated with opportunity for possible discussion.

Robert Adams

AGENDA ITEM REQUEST

Requests and backup must be into the Town Office by **3:00 p.m. five (05) business days before the preceding Town Board meeting** you wish the item presented. Town Board meetings are held on the second and fourth Tuesday of each month at 5:00 p.m. in the Nye County Complex.

DATE AGENDA ITEM SUBMITTED
12/19/2013

DATE OF DESIRED BOARD MEETING
1/14/2014

CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:

Consideration to adjourn to Closed Sessions pursuant to NRS 288.220 for purposes of conferring with the Town's Management Representatives Regarding Labor Negotiations.

If request for funding is approved by the Town Board, an invoice or letter from the requestor to Town of Pahrump/Accounts Payable is required to receive funding.

BRIEF SUMMARY OF ITEM:

STAFF COMMENTS/RECOMMENDATIONS:

BACKUP ATTACHED: YES NO

NAME OF PRESENTER(S) OF ITEM: Susan Holecheck, Town Manager

SPONSORED BY:

Susan Holecheck, Town Manager
Print Name


Signature

400 N. Hwy 160
Mailing Address

(775) 727-5107 ext.
Telephone Number

AGENDA ITEM REQUEST

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DATE AGENDA ITEM SUBMITTED
12/19/2013

DATE OF DESIRED BOARD MEETING
1/14/2014

CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:

Consideration to adjourn to a closed session to receive information and advice from the Town's Attorney regarding potential or existing litigation pursuant to NRS 241.015(2)(b)(2)

If request for funding is approved by the Town Board, an invoice or letter from the requestor to Town of Pahrump/Accounts Payable is required to receive funding.

BRIEF SUMMARY OF ITEM:

STAFF COMMENTS/RECOMMENDATIONS:

BACKUP ATTACHED: YES NO

NAME OF PRESENTER(S) OF ITEM: Susan Holecheck, Town Manager

SPONSORED BY:

Susan Holecheck, Town Manager
Print Name


Signature

400 N. Hwy 160
Mailing Address

(775) 727-5107 ext.
Telephone Number

AGENDA ITEM REQUEST

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DATE AGENDA ITEM SUBMITTED	DATE OF DESIRED BOARD MEETING
12/19/2013	1/14/2014

CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:
Future Meetings/Workshops

If request for funding is approved by the Town Board, an invoice or letter from the requestor to Town of Pahrump/Accounts Payable is required to receive funding.

BRIEF SUMMARY OF ITEM:

STAFF COMMENTS/RECOMMENDATIONS:

BACKUP ATTACHED: YES NO

NAME OF PRESENTER(S) OF ITEM: Susan Holecheck, Town Manager

SPONSORED BY:

<u>Pahrump Town Board</u>	<u>Pahrump Town Board</u>
Print Name	Signature

<u>400 N. Hwy 160</u>	<u>(775) 727-5107</u>
Mailing Address	Telephone Number

AGENDA ITEM REQUEST

Requests and backup must be into the Town Office by **3:00 p.m. five (05) business days before the preceding Town Board meeting** you wish the item presented. Town Board meetings are held on the second and fourth Tuesday of each month at 5:00 p.m. in the County Complex.

DATE AGENDA ITEM SUBMITTED <u>12/19/2013</u>	DATE OF DESIRED BOARD MEETING <u>1/14/2014</u>
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CIRCLE ONE: Action Item Non-Action Item Presentation

ITEM REQUESTED FOR CONSIDERATION:
Adjournment

If request for funding is approved by the Town Board, an invoice or letter from the requestor to Town of Pahrump/Accounts Payable is required to receive funding.

BRIEF SUMMARY OF ITEM:
Good Night Pahrump Citizens, Town Board, and Staff.

BACKUP ATTACHED: YES NO

NAME OF PRESENTER(S) OF ITEM: Pahrump Town Board

SPONSORED BY:

<u>Pahrump Town Board</u> Print Name	<u><i>Pahrump Town Board</i></u> Signature
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<u>400 N. Hwy 160</u> Mailing Address	<u>(775) 727-5107 ext.</u> Telephone Number
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