Churchill County Mosquito, Vector and Noxious Weed Abatement District

Board of Trustees

Churchill County, Nevada

7400 Reno Highway

Fallon, Nevada 89406

Meeting December 03, 2020

OPEN MEETING SESSION

AGENDA

1. **Call to Order**: Chairwoman Christy Lattin called the meeting to order at 5:30 p.m.

Present were the following:

**BOARD OF TRUSTEES**

Chairwoman, Christy Lattin

Vice Chairman, Michael Spencer

Trustee, Sheldon Chipp

Trustee, Marion Jonte, Jr.

Trustee, Tom Hutchings

District Manager, Nancy Upham

Assistant Manager, JD MacKay

Legal Counsel, Ben Shawcroft

**Public Present:**

Ralph Handel

James Cork

1. **Pledge of Allegiance:**

All stood for the Pledge of Allegiance.

1. **Public Comments:**

None

1. **Review and Adoption of Agenda:**

District Manager, Nancy Upham proposed that the Agenda be adopted as is. Chairwoman, Christy Lattin made the motion to approve the Agenda as is, Trustee, Marion Jonte, Jr. seconded the motion and it passed unanimously.

1. **Discussion and Approval of Minutes:**

Mr. Jonte made the motion to approve of the minutes as published. Trustee, Sheldon Chipp seconded the motion and it passed unanimously.

1. **Certificate of Posting**:

Ms. Upham stated that it was posted in accordance with NRS statutes.

1. **Correspondence:**

Ms. Upham stated that portions of the correspondences had been removed from the packet to be discussed at a later meeting.

1. 10-13-2020—Nancy Upham – Accurate Record Keeping Memo to Staff. Ms. Upham noted that this was a memo that was handed out to staff; however, the staff had some questions and signed a copy that had been distributed later in the month.
2. 10-15-2020—James Cork – Request of Information re: Memorandum was regarding the above mentioned "Accurate Record Keeping Memo."
3. 11-12-2020—Nancy Upham – Shut down Language due to Covid Concerns. Ms. Upham stated that this was a correspondence sent to Mr. Ralph Handel to notify him of the cancelation of the November meeting due to Covid concerns.

Ms. Lattin inquired if the absent correspondences would be addressed at a later meeting. Ms. Upham replied that some involve personnel issues and those should not be included in an open meeting.

1. **Appointments:**

None

1. **Old Business:**

None

1. **New Business:**

1. A. Ms. Lattin made a motion to move the meeting into a closed session pursuant to NRS 241.033. Trustee, Michael Spencer seconded the motion and it passed unanimously.

B. The meeting was brought back into open session for the vote. For Possible Action: Decision on Review of Disciplinary Action by the District Board of Trustees concerning James Cork. Legal Counsel, Ben Shawcroft, noted the Boards options as: uphold the decision of the District Manager, reduce the days of suspension without pay, reduce to a written reprimand, an oral reprimand or no disciplinary action at all.

Chairwoman, Christy Lattin voted to uphold the disciplinary action.

Trustee, Sheldon Shipp voted to reduce the days of suspension by half.

Trustee, Tom Hutchings voted to reduce the suspension by half.

Trustee, Michael Spencer voted to reduce the suspension by half.

Trustee, Marion Jonte, Jr. voted to uphold the disciplinary action.

Mr. Spencer made a motion to uphold the suspension but reduce the days by half. Mr. Chipp seconded the motion. Ms. Lattin opposed. 4:1 the motion passed reducing Mr. Cork's suspension to 15 calendar days or 10.5 working days.

1. **District Manager's Report and Operations Review:**

To be addressed at the next meeting.

1. **Board Members' Reports:**

Mr. Jonte would like to address at a future agenda, the purchasing of a new time clock and the issue with the video monitoring system. Ms. Upham responded that the issue has to do with budget constraints as a system with more hard drive memory would cost significantly more. Perhaps we can back up the video weekly with flash drives to prevent any video from being lost. As for the time clock, purchasing one will be a priority.

1. **Any Requests for Future Agenda Items:**

Ms. Upham proposed that other issues relevant to tonight's meeting be split into potentially to two (2) additional meetings in the month of December. One of the topics to be discussed will be the updated Bylaws that mimic the County's Title 3 which is lengthy and will be time consuming. Additional topics will be the audit and replacing the accountant.

Mr. Jonte proposed to have two more meetings for the 10th and 17th of December. The Board members conceded their availability. Ms. Upham requested the meeting take place at the Commissioners Chambers since it allotted for distancing due to Covid.

1. **Expenditures:**

None

1. **Public Comments:**

None

1. **Adjournment:**

Meeting adjourned at 6:45 p.m.

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SIGNATURE: Chairwoman or Vice Chairman

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DATE