



Board of Mineral County Commissioners

Hawthorne, Nevada

April 1, 2026

The Honorable Board of Mineral County Commissioners met this day in a regular session with the following people present:

Honorable Tony Ruse	Chairman
Honorable Andrew Townsend	Vice-Chairman
Honorable Larry Grant	Member
Honorable Teresa McNally	Clerk-Treasurer
Ryan McCormick	District Attorney

1. Pledge of Allegiance

The Board led the Pledge of Allegiance.

2. Public Comment

Teresa McNally, Clerk-Treasurer, advised that she is partnering with the Sheriff's Office regarding the last meeting's Proclamation for an ice-cream social at the grade school.

Larry Grant advised that he will not be available for the next meeting, as he will be out of town.

3. Approval of Agenda/Necessary Changes

The Clerk would like to remove item #12, the Minutes from March 18, 2026, are not yet complete, due to substantial public commentary during the last board meeting. They will be completed by the next meeting.

Commissioner Grant and Mark Nixon, Planning Commission Chairman, would like to remove Item #8 until further notice.

Richard Merritt emailed that he would like to remove the 11:00 am time-specific item until further notice.

Public comment: None

A MOTION WAS MADE BY Commissioner Grant, seconded by Commissioner Townsend, and unanimously carried by the Board to approve the agenda with changes as discussed.

4. Accounts Payable Vouchers, Credit Card Approval Form Requests, Capital Outlay Purchase Orders, and Comptroller's Cash Report by Fund are presented for review, discussion, and possible action.

Hillary Womack, Comptroller, and Kyla Blazewick, Accounts Payable Deputy II, presented.

The Board inquired how often Room Tax dollars are paid by the hotels and RV Parks, to which Teresa McNally, Clerk-Treasurer, advised that the Room Tax is paid on a monthly basis.

Ms. Blazewick would like one voucher signed separately. The voucher is from the Public Guardian's Office- there was a security issue with signatures on medical paperwork, and the Comptroller's Office would like to pay it now and be reimbursed.

Laticha Mitchell, Public Guardian, advised that Wells Fargo and the VA are not accepting her guardianship paperwork because the person under guardianship has a son listed on the paperwork. She is working with the son, but there are signature issues and problems with the dates on the checks. This should be corrected shortly, but in the meantime, the bills will need to be paid.

Ms. Womack advised that the reimbursement will go back into the same account. The total is approximately \$11,000.00

The Board agreed and signed separately.

5. Chris Lawrence, Fire Chief – For consideration and possible action relative to approval of the United We Stand (UWS) Grant, submitted by the Mineral County Local Emergency Planning Commission (MCLEPC).

Chris Lawrence, Fire Chief, presented the United We Stand Grant and a quote for grappler kits that

LEPC would like to purchase for the Sheriff's Office. The grapplers are used for high-speed chases. The grant is a no-match grant, and has appeared before LEPC during their most recent meeting, and it was recommended by LEPC that the Board should approve.

Public comment: None.

The Board signed the UWS Grant.

A MOTION WAS MADE BY Commissioner Grant, seconded by Commissioner Ruse, and unanimously carried by the Board to approve the United We Stand Grant submitted by the Mineral County Local Emergency Planning Committee, as discussed.

- 6. Kyle Isom, Recreation and Community Development Director** – For consideration and possible action relative to the approval and signature for a Memorandum of Agreement (MOU) between the Mineral County Board of Commissioners and the Mineral County School District, for the reciprocal use of equipment and facilities.

Mr. Isom and Stephanie Keuhey, Mineral County School District Superintendent, presented the MOU and advised that the new version before the Board will expire in 2029. The MOU allows for a good working relationship between the Recreation and Community Development Department and the School District.

Ryan McCormick, District Attorney, advised that he had made a small error when drafting this new MOU and presented a correct version to the Board.

The Board accepted the MOU.

Public comment: None

A MOTION WAS MADE BY Commissioner Grant, seconded by Commissioner Townsend, and unanimously carried by the Board to approve the MOU between the Recreation and Community Development Department and the Mineral County School District.

- 7. Ana Conway, Hawthorne Utilities Office Manager** – For consideration and possible action relative to accepting the letter of interest from David Noble to fill the Mina vacancy and Appointment of David Noble (Mina), to the Solid Waste Review Board for the Landfill Assessment application process for a term of two (2) years.

Ana Conway advised that the previous board member had a 4-year term. There was one letter of interest from David Noble. Ms. Conway would like to have Mr. Noble appointed to complete the remainder of the term.

Public comment: None

A MOTION WAS MADE BY Commissioner Grant, seconded by Commissioner Townsend, and unanimously carried by the Board to accept the letter of Interest from David Noble of Mina; to appoint David Noble to the Solid Waste Review Board for the Landfill Assessment Application Process, for a term of two (2) years.

- 8. Mark Nixon, Chairman, Regional Planning Commission, and Curtis Isom** – For consideration and possible action relative to a joint agreement with Curtis Isom to improve sewer infrastructure in Hawthorne for the development of future subdivisions.

This item was removed until further notice.

- 9. Katy North, Chief Juvenile Probation Officer** – For consideration and possible action relative to the replacement and possible funding of the flooring in the Juvenile Probation Office.

Katy North and Nicole Matthias advised that there had been a sewer backup in the Juvenile Probation Office, which saturated the carpet. They have a lot of children in their office, and the smell is bad. Ms. North provided a quote for carpet tiles and advised that the tiles are better in case this issue arises again. The quote includes the installation.

Dennis Bunch, Public Works, advised that it wasn't sewer water that came from the drain. Public Works had cleaned the area. He advised that the current carpet is a roll carpet and it's very old. He stated that he would not be able to get around to installing carpet there until about January of 2027.

Ms. North advised that it's only the back office.

Public comment: None

A MOTION WAS MADE BY Commissioner Grant, seconded by Commissioner Ruse, and unanimously carried by the Board to approve the replacement of the carpet as requested by Juvenile Probation, not to exceed \$2,400.00.

*Motion amended to include that funds will be sourced from Capital Projects.

- 10. Lori Smith, Vice-Chairman, Walker Lake Town Advisory Board** – For consideration and possible action relative to acceptance of a Letter of Interest, and Appointment of Penny Tator to fill the vacancy in the Walker Lake Town Advisory Board.

The Board reviewed Ms. Tator's Letter of Interest and the Letter of Recommendation from the Walker Lake Town Advisory Board Chairman.

Public comment: None

A MOTION WAS MADE BY Commissioner Grant, seconded by Commissioner Ruse, and unanimously carried by the Board to accept the letter of interest from Penny Tator, and to fill the vacancy on the Walker Lake Town Advisory Board, as discussed.

- 11. SandJ Investments, LLC., and Dean Oberhansli** – For consideration and possible action relative to (1) removal of the cul-de-sac at 213 English Street and adjoining properties, (2) grant variances to all property owners to use the existing street as their building setbacks, and (3) put in the cul-de-sac.

Jeremy Williams advised that he had spoken to Mark Nixon, the Planning Commission Chairman, regarding this issue, but he is still unsure whether he should approach the Regional Planning Commission with this issue or the Board of Commissioners. Mr. Williams stated that there are problems with the mapping on this particular cul-de-sac. Some people have built out to the pavement edges, some have honored the easement, and it's a mess. Mr. Williams provided a map of the area. Mr. Williams advised that this would cost at least \$50,000.00. He is requesting a variance.

Commissioner Grant advised that he sees no reason for a cul-de-sac there. He advised that this has been a recurring issue for a few decades. He also advised looking into alley abandonments.

All members of the Board, the District Attorney, and the presenter discussed the mapping.

Mr. Williams advised that this would cost at least \$50,000.00. He is requesting a variance.

Ryan McCormick, District Attorney, advised that he would like to do more research before taking any action on this item. A variance would require a variance application and would have to go before the Planning Commission. Mr. McCormick advised that he could recommend waiving the 10- day appeal period for this specific item, and he will not require a special meeting.

The Board discussed the appeal process for these items.

Mark Nixon, Planning Commission Chairman, advised that the easiest route is an abandonment, since by law, the area is split between the property owner and the county automatically. He advised that Mr. Williams does not need to appear before the planning commission for abandonments, but that someone would have to do a record of survey. He advised that the applicant should pay for it, since they're the ones who want it gone.

Public comment:

Richard Bryant stated that he has a granddaughter who lives right there. He stated that the corner is messed up, and the assessor's office will go out and appraise it for a higher value. It increases the value of the land.

Dennis Bunch, Public Works Director, advised that putting a cul-de-sac in there would turn it into a water trap.

Mr. Williams stated that he didn't create this problem, so why would he have to pay for it?

- 12. Minutes of March 18, 2026** – For review and possible action.

This item was moved to the next meeting, April 15, 2026.

- 13. Reports and Correspondence**

None

14. Commissioner Board Updates

Commissioner Townsend advised that he's just been doing budget hearings for two weeks. The water in the parks is on, and everything is looking green. He's looking forward to Earth Day.

15. Closed Session – Pursuant to Nevada Revised Statutes (NRS) 241.015(2)(b)(2) to receive information from legal counsel relative to general pending litigations.

A MOTION WAS MADE BY Commissioner Grant, seconded by Commissioner Townsend, and unanimously carried by the Board to move into closed session pursuant to NRS 241.015(2)(b)(2) and pursuant to NRS 288.220.

Public comment: None

16. Open Session – Discussion and possible action relative to information on general pending litigations.

A MOTION WAS MADE BY Commissioner Townsend, seconded by Commissioner Grant, and unanimously carried by the Board to move back into open session pursuant to NRS 241.015(2)(b)(2), and pursuant to NRS 288.220.

Public comment: None

17. Closed Session – Pursuant to NRS 288.220 to discuss/review all labor/bargaining unit contracts, grievances, and negotiations.

18. Open Session – Discussion and possible action relative to all labor/bargaining unit contracts, grievances, and negotiations.

TIME-SPECIFIC ITEMS:

10:30 am Angela Terencio, Advocacy Chair, Nevada Occupational Therapy – For consideration and possible action relative to issuing a Proclamation recognizing the month of April 2026 as "Occupational Therapy Month" in Mineral County.

Ms. Terencio presented the Proclamation for 2026.

Teresa McNally, Clerk-Treasurer, read the Proclamation into the record. She advised that she would post the proclamation on the notice boards and public notice in Hawthorne.

The Board discussed the benefits of Occupational therapy and had no questions.

Public comment: None

A MOTION WAS MADE BY Commissioner Grant, seconded by Commissioner Ruse, and unanimously carried by the Board to approve the Proclamation recognizing the month of April 2026 as "Occupational Therapy Month" in Mineral County.

The Chairman signed the date on the Proclamation.

The board discussed taking a short break.

A MOTION WAS MADE BY Commissioner Townsend, seconded by Commissioner Grant, and unanimously carried by the Board to take a break until 11:30 am.

11:00 am Richard Merritt and Lacey R. Wallin – For consideration and possible action relative to approval for Richard Merritt to provide for the public a firework display, in Mina, Nevada, on July 3rd, 2026, with the cleanup, water truck, and other equipment provided by Richard Merritt.

This item was removed.

11:30 am Hillary Womack, Comptroller – For consideration and possible action relative to reviewing budget estimates for Fiscal Year 2026-2027.

A summary of the budget hearings for FY 2026-2027 was provided by the Comptroller.

Ms. Womack provided a memorandum summarizing the budget hearings, which began with a county deficit of **\$925,342.00**. Ms. Womack gave a summary of each of the departments as follows:

Hawthorne Township Justice Court	Increased from \$70,200.00 to \$84,000.000
Oasis Online (IT Department)	No changes to the submitted budget. The overall budget increased due to moving the phone system.
Mineral County Grant Administrator	No changes to the submitted budget. Discussed creating a separate line item for admin salary.
Mineral County Public Guardian	Salary changes were over budget. Requesting a contract with attorney Lora Myles for \$3600.00 annually, and requesting a new position.
Cons. Agencies Human Serv.	No changes.
Recreation and Comm. Development	Brought in various changes to the budget and had reductions in various line items. The fund is also receiving a transfer from the general fund, PILT, restricted (\$170,000 total) for FY 27. Kyle/Julie provided minutes for August 2024, indicating that the Board agreed to pay for the salary and benefits of 2 part-time employees, as well as the Board moving the groundskeeper back to this fund in November 2023. Adding the positions up is about \$120,000.00 in salary and benefits.
Mineral County Senior Services	No changes in current or upcoming. Senior Services eliminated two positions and is requesting a \$1.00 increase for 4 employees.
Mineral County Fire Department	No changes in General Fund.
Mineral County Building Department	No changes to either year, requested market base salary increase for the Director for the upcoming Fiscal Year.
Mineral County Museum	No changes. FY 25-26 overbudgeted on salaries, gave it back, and reduced to match current wages.
Mineral County Recorder	Removing the requested increase, is going to the union for a class increase.
Mineral County Assessor	No changes to the budget. Reverting \$200,000.00 into the General Fund from Tech Fund.
Mineral County Clerk-Treasurer	No changes for the current year. For the upcoming FY, the Comptroller removed the requested position. The clerk ask before the Board in August to hire an employee to replace a retiring employee, requesting overlap for training. Discussed using contingency funds to cover this cost. Also discussed using PILT funds for retirement leave payout for her long-term employee who is retiring.
Elections (Clerk-Treasurer)	\$12,000 in supplies were given back.
Mineral County Comptroller	No changes to the current year. Next year's changes include reducing the phone but increasing equipment services.
Unemployment (Comptroller)	No changes.
Mineral County Sheriff's Office	Reduced capital from \$73,000.00 to \$36,000.000, and gave back a total of \$66,500.00 from combined budgets 101-102.
Mineral County District Attorney	Gave back \$16,906.00 in various line items.
Mineral County Public Works	Requesting a 7.5% salary increase for the Director, and a new position to be paid out of Road and RTC.
UNR Extension	Questions regarding the salary line item and its increase of \$13,000. Reached out to Melissa (County Coordinator) provided rates for lower steps, and the highest step was put in the budget. It also includes salary/benefits Step 3 – 73,242 (this is the number they used) Step 2 – 69,077 Step 1 – 64,709 (most compatible with our 2.5% anniversary and 3% COLA we have provided to our employees) 8,533 difference
Hawthorne Utilities	Minimal changes to the budget, the office manager is requesting a 5% increase in December.
Mineral County Library	Requesting a 14% salary increase, will need to reduce by \$8,477 for salary/benefits.
Regional Planning Commission	Reduction of \$36,500.00 combined between CY and the upcoming FY.
Eleventh Judicial District Court	The District Court did not appear for the budget hearing. Email informed the comptroller that they have budgeted 5% for their staff, and we pay 20% of their staff from all offices combined.

Ending balance with state figures after all departments is approximately **\$ 601,148.00**, resulting in the balance being approximately **\$100,000.00** in total.

The non-allocated funds from the Assessor must be requested by the county before July 2026 for them to revert to the General Fund.

Public comment:

Sherry Jennings wanted to clarify that all merit and new positions were removed from this estimate for the total to balance. Ms. Womack advised that merit increases could still be brought before the Board. She also advised that meetings be scheduled with each department for capital outlay.

Public comment

None

Board of Highway Commissioners

None

Commissioner Recognition

Commissioner Grant would like to recognize the Comptroller's Office for all of their hard work on the budgets. He remembered that there were some gift cards that the Board had not yet utilized, for \$200.00 each, and he would like to give them to the employees of the Comptroller's Office.

Public comment: None

A MOTION WAS MADE BY Commissioner Grant, seconded by Commissioner Townsend, and unanimously carried by the Board to give the Comptroller's Office employees each a gift card of \$200.00.

There being no further business to come before this Board, the meeting of the Board adjourned until Wednesday, April 15, 2026, at 9:00 AM.


A verbatim recording of this meeting has been prepared and, by reference, becomes a part thereof.

Approved: Board of County Commissioners

By: 
Tony Ruse, Chairman

Date: 4.15.26

Attest:


Teresa McNally, Clerk of the Board

Mineral County is an equal opportunity provider and employer. If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov.

10:30 am **Angela Terencio, Advocacy Chair, Nevada Occupational Therapy** – For consideration and possible action relative to issuing a Proclamation recognizing the month of April 2026 as "Occupational Therapy Month" in Mineral County.

Ms. Terencio presented the Proclamation for 2026.

Teresa McNally, Clerk-Treasurer, read the Proclamation into the record. She advised that she would post the proclamation on the notice boards and public notice in Hawthorne.

The Board discussed the benefits of Occupational therapy and had no questions.

Public comment: None

A MOTION WAS MADE BY Commissioner Grant, seconded by Commissioner Ruse, and unanimously carried by the Board to approve the Proclamation recognizing the month of April 2026 as "Occupational Therapy Month" in Mineral County.

The Chairman signed the date on the Proclamation.

The board discussed taking a short break.

A MOTION WAS MADE BY Commissioner Townsend, seconded by Commissioner Grant, and unanimously carried by the Board to take a break until 11:30 am.