

**ROUND MOUNTAIN TOWN BOARD MEETING  
DANIEL R. SWEENEY PUBLIC SAFETY BUILDING  
101 SMOKY VALLEY BLVD.  
ROUND MOUNTAIN, NEVADA  
TUESDAY, SEPTEMBER 12, 2023 – 5:30 P.M.**

**MINUTES**

Members Present: Nicole Silberschlag, Chair  
Sara Sweeney, Vice Chair  
Vicky Richardson, Clerk  
Chris Philips, Member  
Janet Jorgensen, Member

Also Present: Heidi Bunch, Administrative Supervisor  
Sky Trease, Recreation Director  
Monicka Harter-Hill, Facilities Aide  
Maci Curiel, Administrative Aide  
Dennis Bunch, Maintenance Supervisor  
District Attorney Brian Kunzi (via telephone)

Citizens Present:	Allen Stumpf	Robert Trelford	C. Larrabee
	Lisa Davila	Ashley Sutherland	Dina Snow
	Rachel Ray	Sam Faga	Pam Franks
	Loretta Wallace	Ava Wilson	James Swigart



**1. Call meeting to order/roll call**

Nicole Silberschlag called the meeting order at approximately 5:30 p.m. Silberschlag – Chair, Sara Sweeney – Vice Chair, Vicky Richardson – Clerk, Chris Philips – Member and Janet Jorgensen – Member were present.

**2. Pledge of Allegiance**

The Pledge of Allegiance was recited.

**3. General Public Comment (FIRST)**

Robert Trelford explained that he had a conversation with Phyllis at the Manhattan Library and Andrea at the Smoky Valley Library. There are \$310 million in funds available in PILT funds. He discussed a joint task fund to help library/town/fire departments. There is also \$280 million available in opioid funding. The roof at the Manhattan Library needs replaced and this could also help to purchase a brush truck. Sweeney asked if this could help with the rodeo grounds. Trelford stated he would volunteer to help. Philips asked all to take a moment of silence for 9/11. Loretta Wallace introduced her daughter Ava Wilson. Both were responsible for the Smoky Valley Youth Theatre program. Wallace gave update. Stated there were approximately 20 kids cast. Estimated attendance to *Beauty and The Beast Jr.* was between 320-340 people. She extended gratitude to town counsel. Videos are for sale. She worked well with the Simpson Center. Wallace explained that Ms. Miller met with Sky regarding the stage use. A December production is in the works. Lisa Davila stated there is an agenda item that she would like to discuss tonight. She handed out numbers put together by herself in regards to the town manager

position. She explained that she was unable to get information from the Town office to do an implementation of new procedure regarding information released to the public. She also discussed the information release form. Davila asked what information can not be released to the public – if the Board is talking transparency. Silberschlag stated this is a new form to make sure staff is releasing correct information and it allows staff time to get their jobs done.

#### **4. Approval of the September 12, 2023 agenda**

Sweeney motioned to approve the September 12, 2023 agenda. Richardson requested that Item #9 be removed. She stated that according to open meeting law, the item can not be vague. Philips stated that this was discussed at a past Board meeting to update the bylaws. Richardson stated that this is a clear violation of the Open Meeting Law. Philips asked to strike “for possible action” this would make the agenda item open to discussion only. Discussion of the Open Meeting Law handout from Richardson. Jorgensen asked Richardson if she had read what she handed out to Board members. Richardson stated go ahead and approve with [removal of “for possible action”] but it would be breaking Open Meeting Law and she has spoken to Lorinda Wichman about this and where she received her information. Richardson stated that if the Board discusses the item, she will pursue that the Board broke Open Meeting Law. Silberschlag explained that Richardson could also make a motion to remove #9 from the agenda. Richardson made another motion to remove item #9. Silberschlag seconded; motion passed 5-0.

#### **5. Approval of the August 22, 2023 meeting minutes**

Philips motioned to approve the August 22, 2023 meeting minutes as presented. Richardson seconded; motion passed 5-0.

#### **6. Discussion, decision and deliberation to approve the donation of a pool table, foosball table and air hockey table to Tonopah Boys and Girls Club**

Heidi Bunch explained that the newly opened Tonopah Boys and Girls Club in Tonopah is in need of these items. Silberschlag asked if they are willing to come get the items. Dennis Bunch explained he will gladly deliver and is unsure if they have the means to haul it. Philips made a motion to donate the items to the Tonopah Boys and Girls Club. Dina Snow asked why those items are not being used for the children in this community. Silberschlag stated that questions can be asked in public comment at the beginning and end of the meetings. Richardson seconded; motion passed 5-0.

#### **7. Informational update concerning RMTB Clerk position/duties**

Richardson explained that she has been researching the clerk position and duties according to Robert’s Rules of Order. She explained that the bylaws state that the clerk is to do the agenda and minutes. Richardson would like to take over the duties the first meeting in October. Sweeney stated she is the secretary for the library district and she doesn’t handle those responsibilities. Philips asked Richardson what part of this does she feel is not being completed. She explained that according to Robert’s Rules of Order these are her duties. Discussion of how other towns, committees handle these duties. Jorgensen stated she would like to hold off for more information. Richardson encouraged the Board to read Robert’s Rules of Order because it is helpful to all.

#### **8. Review and approve invoices for the Town of Round Mountain for September 12, 2023**

Philips made a motion to approve the invoices for the September 12, 2023 as presented. Richardson seconded; motion passed 5-0.

*(District Attorney Brian Kunzi entered the meeting via telephone)*

DA Kunzi stated to the Board to not read Robert's Rules of Order to formalistically. He stated that most Board's have administrative staff who fulfill those duties. He stated it is the clerk's responsibility to just make sure the duty is being done.

### **9. Discussion, deliberation and decision regarding adoption of Town Board actions and updating of said bylaws**

Item was removed.

### **10. Discussion, deliberation and decision regarding updating Town of Round Mountain pay scale**

Silberschlag stated she will address Davila's questions in this item. She stated that in February the town made changes. She admitted that in the last Board meeting she probably messed up and had the pay scales going out farther than the budget allows. When she went back over the pay scale, she realized she left the Town Manager position on the pay scale and feels that it doesn't belong there. Philips agreed with Silberschlag regarding the Town Manager on a different pay scale. Richardson asked if there are no steps, how does the Board determine giving more money. Philips said it would be awarded on merit. Silberschlag stated this could also be done at their annual review and within budget. Philips made a motion to remove the town manager position including step and grade from the pay scale. Jorgensen seconded the motion; motion passed 4-1. Richardson voted no.

Richardson asked since when do we not take public comment. Silberschlag explained at the beginning and end of the meeting. Kunzi reminded Silberschlag that the agenda reads after action items, public comment can be heard. Silberschlag stated she was wrong and thanked Kunzi. Kunzi stated that the Board is not required to do so, but it is the way that the agenda is set up. Davila reminded James Swigart that he was on the Board with her when the pay scale for the town manager was discussed.

### **11. Discussion, decision and deliberation regarding hiring James Swigart as Town Manager for the Town of Round Mountain and entering into contractual agreement**

Philips made a motion to hire James Swigart as Town Manager at \$84,634.40 plus \$500 housing allowance per month. Richardson stated that the previous town manager made this wage and how do you start the next one off at the old wage. Silberschlag explained it has to do with experience. Silberschlag explained that the previous town manager went from administrative supervisor to town manager and had to gain the experience. Silberschlag asked Philips what the difference was between his amount of \$84,634.40 and the budgeted amount of \$84,434.40. Philips states it will help with his insurance obligations. Sweeney stated that the library director worked it into her contract to pay for dependent insurance. Richardson stated that it does not state that in the personnel policy and will all employees be offered this benefit? Jorgensen stated that she is not in favor of paying for dependent coverage. Davila stated that this isn't fair to other employees. She encouraged Board members to run the numbers. Sam Faga wanted to be the objective voice due to certain roles comes with different benefits, she will find help for questions and to not pit groups against each other. James Swigart stated that he has spoken with Dan Sweeney, who was town manager for 24 years. He thanked Davila for caring about what is in the budget and the 100's of people who have encouraged him and congratulated him. He stated that Sweeney stated to Swigart that his number 1 job always was keeping himself and his Board out of jail. Swigart stated that this job is about supervising people and that brings more liabilities and responsibilities. Swigart stated he is looking forward to working for this town. Philips stated that the Board has worked hard to bring on a new manager. Richardson stated that the other employees don't have the same perks as the manager position. Silberschlag asked if the motion for \$84,434.40 is still on the table. Jorgensen explained that she understands this position is contractual and that pay is based on experience and a housing allowing is offered but she doesn't agree with the dependent insurance coverage. Jorgensen stated that she doesn't agree with Philips motion. Philips retracted his motion and made a remotion to hire Swigart at \$84,434.40 with a \$500 housing allowance per month. Sweeney seconded; motion passed 4-1. Richardson voted no. Effective September 12, 2023 Swigart is Town Manager and will stop by Town Hall in the

morning to sign the contract. Richardson asked if the whole board could sign the contract. Philips said by statute, it is the chair who signs.

## **12. Correspondence, awards, department updates, and announcements**

Silberschlag thanked Wallace for implementing the theatre program. She stated that having the theatre in the community center for months did take away from revenue for the Town. The school was contacted and they have a real stage, with real curtains to use. The Town gave the theatre group a nest egg but not monopolizing the Town's income. Silberschlag discussed the new form for information which is a newly implemented procedure. Philips read into record the federal Freedom of Information summary. Richardson asked if the Nevada Revised Statute could be referenced on the form. Silberschlag handed out letters to the Board from a past employee. She reminded the Board that since this would be an employee issue, she doesn't believe this is a Board matter and should be addressed at a manager level. The arcade is underway. Kunzi addressed the Board to make sure they know the district attorney office available. He stated that items can be sent to his office for review – they are here to help. He is pleased that we have a town manager as he was becoming concerned that once had not been hired. He apologized that he couldn't get out here but understood that he is here to help. The heater at the pool is now operating properly. Soccer is underway.

H. Bunch read the following correspondence into record:

1. Northern Nye County Hospital District agenda for 9/7/23, rec'd 8/31/23
2. Nye County Board of County Commissioners agenda for 9/6/23, rec'd 8/31/23
3. Gmail from Arnold Knightly, re: Humboldt-Toiyabe National Forest Seeks Comments, rec'd 9/6/23

## **13. General Public Comment (SECOND)**

Faga stated she would like to address the room. She stated that Richardson should challenge the process and you can feel the tension in the room. The intentions start out good but everyone needs to be respectful. Captain Allen Stumpf updated the Board on the Round Mountain Volunteer Fire Department. He stated that there are currently 12 fire fighters and five junior fire fighters with two fire fighters out on medical. Two prospects have signed up. Two vehicles are down (Command and Rescue 1). MSA Altair gas meters went into service tonight. The electricians have been here and worked with maintenance to install electrical lines to the new washer/dryer. Stumpf discussed the CPR class. H. Bunch explained that she has worked with Recreation and NyE Community Coalition regarding a Narcan class.

## **14. Adjourn meeting**

Philips motioned to adjourn the meeting at 6:54 p.m. Richardson seconded; motion passed 5-0.

APPROVED THIS DAY 26 OF September, 2023

Kate Silvershag  
Chair

Sara Sweeney  
Vice Chair

Richardson  
Clerk

~~Christy E. Bely~~  
Member

absent  
Member