



STOREY COUNTY BOARD OF COUNTY COMMISSIONERS MEETING

DECEMBER 3, 2019 10:00 A.M.

DISTRICT COURTROOM
26 SOUTH B STREET, VIRGINIA CITY, NEVADA

MEETING MINUTES

MARSHALL MCBRIDE
CHAIRMAN
ATTORNEY

ANNE LANGER
DISTRICT

LANCE GILMAN
VICE-CHAIRMAN

JACK MCGUFFEY
COMMISSIONER
TREASURER

VANESSA STEPHENS
CLERK-

ROLL CALL: Chairman McBride, Vice Chairman Gilman (arrived at 10:10 AM), Commissioner Carmona, County Manager Austin Osborne, Clerk & Treasurer Vanessa Stephens, Communications Director Dave Ballard, Tourism Director Deny Dotson, Public Works Director Jason Weizrbicki, Water/Sewer Project Manager Mike Nevin, Comptroller Hugh Gallagher, Deputy District Attorney Keith Loomis, Recorder Marney Hansen-Martinez, Assessor Jana Seddon, IT Director James Deane, Consultant Linda Ritter, Administrative Office Jen Chapman, Jeanne Greene, Fire Chief Jeff Nevin, Operations/Projects Coordinator Mike Northan, Senior Planner Kathy Canfield, Assistant Comptroller Jennifer Chapman

1. CALL TO ORDER MEETING AT 10:00 A.M.

Meeting was called to order by Chairman McBride at 9:00 A.M.

2. PLEDGE OF ALLEGIANCE

Chairman McBride led those present in the Pledge of Allegiance.

3. DISCUSSION/POSSIBLE ACTION: Approval of Agenda for December 3, 2019.
County Manager Austin Osborne requested item 8 be continued to January 7, 2020.

Public Comment: None

Motion: Approve Agenda for December 3, 2019, with item 8 continued to January 7, 2020, **Action:** Approve, **Moved by:** Commissioner Carmona, **Seconded by:** Chairman McBride, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=2)

4. DISCUSSION/POSSIBLE ACTION: Approval of Minutes for November 5, 2019

Public Comment: None

Motion: I make a motion to Approve Minutes for November 5, 2019, **Action:** Approve, **Moved by:**

Commissioner Carmona, **Seconded by:** Chairman McBride, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=2)

5. CONSENT AGENDA

I. For possible action, approval of claims in the amount of \$887,518.98

II. For possible action, approval of business license first readings:

- A. **Demar Specialties LLC** - Contractor / 2423 Finchwood Landing Ln. ~ Manteca, CA
- B. **Genesis Ironworks, LLC** - Contractor / 6505 Reno Hwy ~ Fallon, NV
- C. **MTU America Inc.** - General / 39525 Mackenzie Dr. ~ Novi, MI
- D. **Primary Integration Solutions, Inc.** - General / 8180 Greensboro Dr. #700 ~ McLean, VA
- E. **Virginia City Tours (DBA)** - Transportation / 27 N. C St. ~ Virginia City, NV

Motion: I make a motion to approve the Consent Agenda, **Action:** Approve, **Moved by:** Commissioner Carmona, **Seconded by:** Chairman McBride, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=2)

6. DISCUSSION ONLY (No Action - Public Comment): Committee/Staff Reports

Assessor Jana Seddon :

- The Assessor's Office has been working through issues in the new software which went live in July.
- A major issue is with the Tax Roll. Assessment notices will be going out by December 18th.
- The notices used to be in a card form - now they will be letter size, folded, and in an envelope.
- Residents should review their assessment notices to insure information is correct. Information from "retired parcels" may be included, not just current owners. Call the Assessor's Office with any questions or concerns.
- Business/personal property tax billing will not happen until January.

Operations/Project Coordinator Mike Northan :

- Addendum #1 has been released on the Divide building project. The bid date has been moved to December 19 in response to several contractors requesting an extension. There are now seven general contractor plan holders, which should bring competitive bidding.
- All plans and specs are complete for the Sharon House steps and will soon go out to bid for spring construction.
- We're ready to move forward with the Black & Howell building design.
- The steps at Pipers Cottage have been deteriorating and are not code compliant. A design solution is being drawn up.
- Basic drawings for the Highlands Community Center are 80% complete. Stakeholder approval and inspection of existing utilities are needed. A project timeline will be developed. A decision will be made on whether to do the work "in-house" or put it out to bid.
- Mr. Northan reviewed new "prevailing wage laws" which would affect the bidding process on construction projects with a \$100,000 total cost threshold. If the County has a project even close to this cost, it would be prudent to bid such jobs as "prevailing wage jobs" due to compliance enforcement requirements placed on contractors. He reviewed the oversight steps that will be required. This will mean more County man-hours will be spent on these activities. Violations of these requirements will mean additional, onerous fines.
- Mr. Northan will study these laws which will affect all County projects.

Fire Chief Jeff Nevin :

- They received updated insurance rating from ISO (3) - it stayed the same. It will be available to anyone who needs it for their ratings.

- A controlled burn is being conducted at the old dump site in Six Mile Canyon. Smoke may be seen.

Deputy John Michael Mendoza :

- They are keeping an eye on the river due to the inclement weather. There has been an increase in accidents also due to weather.

Recorder Marney Hansen-Martinez :

- Reminder - document recording fees will increase by \$2 on January 1st. A full fee schedule is posted in the Recorder's Office and on-line.

Communications Director Dave Ballard :

- In regards to the ISO ratings, Communications received the maximum allowed.
- In 2014 there were 6 full-time, along with some part-time, Communication Specialists. There are now 8. This sped up call processing.
- The phone has also been updated with the next generation phone system.

Water/Sewer Project Manager Mike Nevin:

- Contracted with NOVA Geo-technical firm to provide a geo-technical evaluation of the hillside tank site and surrounding area before future drawings are done.
- Comstock Historic District Commission approval has been received for the view-shed look and the color schemes for the tank and retaining wall.
- Bid opening was last week for the procurement part of the Gold Hill Sewer Plant project. Basically for the equipment. Due to weather and extenuating circumstances, two bids were received after the deadline. A legal notice will have to be published stating that the bids were received late, and providing a seven day period for additional bids to be submitted.
- Hopefully approval of award of a contract will be on calendar in early January. This will not hold up progress of the project.

Deputy District Attorney Keith Loomis :

- An old bankruptcy case has come up regarding a property in TRIC - the Treasurer's office has conducted a tax sale of this property. Due to the bankruptcy, this may have violated the automatic stay rule. A meeting was held with the bankruptcy trustee. A resolution to this issue is being worked on.

County Manager Austin Osborne :

- "Coffee with the County" will be held December 5th at the Roasting House at 9AM, to discuss matters affecting C Street or any other area in the County - whatever is important to those who attend.
- County Christmas Party will be December 13th at St. Mary's Art Center.
- Commissioner Carmona is hosting a Christmas Party on December 5th.
- Department heads are discussing a Capital Improvement Plan. Currently it is a list of every potential thing that could become a reality, or not. This will be narrowed down to a CIP - a lot of which will coincide with the Strategic Plan.
- The final review has been done of the Peri Ranch Road easement. It will be sent to the Lockwood LLC for their review and brought back to this Board to consider.
- The turn-around at Canyon Way East is being looked at in order to accommodate Waste Management trucks.

7. BOARD COMMENT (No Action - Public Comment)

Commissioner Carmona:

- Thanks to Public Works for the great job removing snow.

- Thursday, December 5th, is the pot-luck party at the Bonanza.

8. DISCUSSION/POSSIBLE ACTION: Approval of resolution 19-561 honoring Charles and Candice Pitts with the Sugarloaf Mountain Motel and Market as the 2019 Storey County Business of the Year.

Continued to January 7, 2020

9. DISCUSSION/POSSIBLE ACTION: Approval of Bill No. 114, the first reading of Ordinance No. 19-303, an ordinance amending Storey County Code chapter 15.04 Building and Construction, to adopt amendments to the 2018 International Wildland Urban Interface Code, amending chapter 15.08.060 Appeal from decisions, and providing for other properly related matters.

Deputy District Attorney Keith Loomis: This is a housekeeping item. When Ordinance 19-303 was approved in 2018, two pages were inadvertently left out of the packet for the 2nd reading. This was brought to the County's attention by the codifiers. This Ordinance will correct that issue.

Public Comment: None

Motion: I move to approve the first reading of Bill No. 114, Ordinance No. 19-303, **Action:** Approve, **Moved by:** Vice Chairman Gilman, **Seconded by:** Commissioner Carmona, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=3)

Mr. Loomis read the title: An Ordinance amending Storey County Code, chapter 15.04 Building and Construction, to adopt amendments to the 2018 International Wildland Urban Interface Code, amending chapter 15.08.060 Appeal from decisions, and providing for other properly related matters.

10. DISCUSSION/POSSIBLE ACTION: Public Workshop kicking off Phase I of the Storey County Strategic Plan including developing key components of a vision and mission statement and perspectives (broad areas of focus), and action to direct staff to prepare proposed mission and vision statements and perspectives for possible action at a second workshop on January 21, 2020.

Linda Ritter, Linda Ritter Consulting, explained the process of developing a vision and mission statement for the proposed Strategic Plan. Ms. Ritter reviewed with a power point presentation. She will ask for key components and will present examples. Ms. Ritter will work with staff to develop possible vision and mission statements. After public input, those statements will be brought back to the Board.

The Mission Statement has to answer three questions: What do we do, for whom, and how do we do it? Ms. Ritter gave examples (from other companies and entities) used in order to come up with key components.

Ms. Ritter requested, and received, input from the Board and members of the audience, creating a list of customers - including residents, employees, seniors, visitors, and businesses, among others.

Next, Ms. Ritter asked what kind of results are being looked for. Suggestions included: efficient way to provide services; pro-active response to County challenges to protect health, welfare, and safety of residents; and especially effective communication when it comes to police and fire services - all equipment needs to be updated; websites need to be enhanced especially in terms of safety and alerts in emergencies.

What is the role/interface with the business community? Are there any goals for the industrial park that should be in the plan.

Chairman McBride commented there is good interface through the tourism department. With business owners there would be up-keep of sidewalks, etc. Parking is also an issue - for County employees and for visitors. The growth of the industrial park increases the health of the County - not many services are required - at the same time, they are at the top when it comes to being rate-payers. Growth there is encouraged. As more motel/hotel complexes are built, they contribute to the tax base.

Mr. Osborne said (the County) makes a big deal of keeping companies in the County and being responsive to their needs.

Ms. Ritter asked about the role/interface with the smaller, residential communities.

Chairman McBride pointed out there are four distinct communities. Virginia City/Gold Hill is really the only area with commercial use. Commercial is a very limited amount in Lockwood.

Ms. Ritter explained components of the Master Plan will be combined the Strategic Plan.

Vice Chairman Gilman pointed out the challenge of dealing with more than one type of community - there are a variety of communities. The Highlands is a private community - the County does not have a lot of jurisdiction there and private communities offer a different challenge.

Ms. Ritter asked if there are any recreational services seen in the future.

Vice Chairman Gilman said supplying more public use facilities - playground equipment, after-school programs and such.

Chairman McBride mentioned a problem in the County is youth retention. There's not a lot to keep young people in Storey County.

Vice Chairman Gilman suggested that is changing with a lot of the businesses in TRI looking for young people.

Commissioner Carmona commented that due to the layout of the County, transportation is an issue, especially with school children.

Ms. Ritter asked if there was "cross-community" activities for children - is it desired?

Commissioner Carmona thinks it is desired. The basic issue is getting kids to and from after school activities.

Ms. Ritter: Staying a rural community has to be part of the plan.

Mr. Osborne explained that the Master Plan addresses maintaining a small community lifestyle - part of that brought up today, is the government providing services and "staying out of your hair".

Vice Chair Gilman said the County workshop plan is important. There will be different answers from each of the communities. These workshops will shed light on what's involved - it's hard to be independent.

Ms. Ritter: Independence of the communities is important. As well as development and growth of small businesses.

Comments were made by members of the audience. The high proportion of veterans in the County was mentioned.

Ms. Ritter said she will work with staff to develop Mission and Vision statements which will be posted. These will be brought back to Board for approval. As goals are developed, the Board will be asked to approve.

Commissioner Carmona said he was asked to question whether or not the Strategic Plan would include re-branding of the County Seal.

Ms. Ritter: When talking to people, if that's something that is desired, that can be done. There are several processes to do that.

Mr. Osborne: Maybe that should be looked at. Some departments have talked about doing a "department seal". Ultimately if the public and the Board want to look in that direction, that could be discussed.

- 11. DISCUSSION/POSSIBLE ACTION:** Approval of business license second readings:
- A. Advanced Powder Coating & Sandblast** - General / 1203 Industrial Way ~ Sparks, NV
 - B. Advanced Vacuum Services Inc.** - Contractor / 5174 W Base Road ~ Greensburg, IN
 - C. Anchor Door Installs, LLC** - Contractor / 945 Spice Island Dr. Ste. C ~ Sparks, NV
 - D. G&S Enterprises** - Contractor / 11595 Lemmon Dr. ~ Reno, NV
 - E. Home Depot U.S.A, Inc.** - Contractor / 2455 Paces Ferry Rd. ~ Atlanta, GA
 - F. Kennametal, Inc.** - General / 347 N. Taylor St. ~ Fallon, NV
 - G. Oasis Air Conditioning & Heating** - Contractor / 1931 Grimes Street ~ Fallon, NV
 - H. Rogers Machinery Company, Inc.** - General / 14650 SW 72nd Ave ~ Portland, OR
 - I. W&W Steel Erectors, LLC** - Contractor / 1730 W. Reno ~ Oklahoma City, OK

On behalf of Community Development, Mr. Osborne recommends approval of items A. through I.

Public Comment: None

Motion: I move to approve Items A. through I., **Action:** Approve, **Moved by:** Vice Chairman Gilman, **Seconded by:** Commissioner Carmona, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=3)

12. PUBLIC COMMENT (No Action) None

13. ADJOURNMENT OF ALL ACTIVE AND RECESSED BOARDS ON THE AGENDA

Chairman McBride adjourned the meeting at 11:15 AM

Respectfully submitted,

By: _____
Vanessa Stephens Clerk-Treasurer