



STOREY COUNTY BOARD OF COUNTY COMMISSIONERS MEETING

TUESDAY, DECEMBER 1, 2020 10:00 A.M.

DISTRICT COURTROOM
26 SOUTH B STREET, VIRGINIA CITY, NEVADA

MINUTES

MARSHALL MCBRIDE
CHAIRMAN
ATTORNEY

ANNE LANGER
DISTRICT

JAY CARMONA
VICE-CHAIRMAN

LANCE GILMAN
COMMISSIONER
TREASURER

VANESSA STEPHENS
CLERK-

ROLL CALL via zoom: Vice-Chairman Carmona, Commissioner Gilman, County Manager Austin Osborne, Clerk & Treasurer Vanessa Stephens, District Attorney Anne Langer, Deputy District Attorney Keith Loomis, Fire Chief Jeff Nevin, Sheriff Gerald Antinoro, Water/Sewer Project Manager Mike Nevin, Community Relations Director Lara Mather, Community Development/Fire Marshall Martin Azevedo, Comptroller Jennifer McCain, Recorder Marney Hansen-Martinez, Senior Planner Kathy Canfield, IT Director James Deane, Emergency Management Director Joe Curtis, Human Resources Director Tobi Whitten, Community Chest Director Erik Schoen, Senior Services Director Stacy York, CARES Grant Honey Tapley, Outside Counsel Robert Morris

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

Meeting was called to order by Vice Chairman Carmona at 10:00 A.M.

2. PLEDGE OF ALLEGIANCE

Vice Chairman Carmona led the Pledge of Allegiance.

3. DISCUSSION/POSSIBLE ACTION: Approval of Agenda for December 1, 2020.

Public Comment: None

Motion: I move to approve the Agenda for December 1, 2020, **Action:** Approve, **Moved by:** Commissioner Gilman, **Seconded by:** Vice Chairman Carmona, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=2)

4. CONSENT AGENDA:

- I. For possible action, approval of claims in the amount of \$1,246,166.22.
- II. For possible action, approval of business license first readings:
 - A. Arizona Pipeline Company** - Contractor / 890 E. Parr Blvd. ~ Reno, NV
 - B. Precision Control Systems LLC** - Professional / 29355 W. 9 Mile Rd. ~ Farmington Hills, MI
 - C. Van Allen Plumbing** - Contractor / 190 W. 5th Ave ~ Sun Valley, NV

Public Comment: None

Motion: I move to approve the Consent Agenda for December 1, 2020, **Action:** Approve, **Moved by:** Commissioner Gilman **Seconded by:** Vice Chairman Carmona **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=2)

5. PUBLIC COMMENT (No Action) None

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

Martin Azevedo , Community Development Director/Fire Marshal:

- The Tyler-Mobilized program is moving along well. Real training will start on December 15th.
- On the business licensing side of the Tyler Incode program - training will start in January.
- The dashboard report will be delayed until tomorrow due to most of them working remotely.

Mike Nevin , Water/Sewer Project Manager:

- During the recent huge wind event, the new water tank #1 suffered a little damage with a buckle in a small section of the first ring. This has been fixed.
- The roof rafter system is going in now.

Lara Mather , Community Relations Director:

- The County has been granted a Historic Preservation Fund Grant from the National Park Service through SHPO, in the amount of \$32,082. The grant match has been waived.
- The grant will cover updating the Storey County survey of buildings located within the Comstock Historic District.
- Storey County is a “certified local government” - a program between the National Park Service and the State Historic Preservation Office to support and strengthen historic districts.
- Being a certified local government, an updated survey of historic buildings in the district is required. One benefit is receiving grants.
- The County will work closely with SHPO in this process, which will start in spring. Four graduate students will be handling the survey. The students will get to stay at St. Mary’s Art Center for the time they are here. The grant will cover the costs of the students stay at St. Mary’s.
- As part of the project, we will work with Farr West Engineering making additions and corrections to our GIS system.

Stacy York, Senior Center Director:

- The Food Bank mobile harvest will be held in the Senior Center parking lot on B Street - December 15th, 10 to 11 AM. Open to the public to pick up fresh food as needed.

Joe Curtis , Emergency Management Director:

- There was a big spike in new cases for the Quad-Counties last week - 164 as a whole.
- Storey County received 22 of those cases.
- The reason for the spike is the backlog of testing where reports were received all at one time.
- The County had 4 new cases over the weekend. A total of 55 since March 1st.

- The total for the Quad-Counties is 4,314. 262 active, and 2,219 recovered.
- The 14 day positivity rate for Nevada has climbed up a bit.
- We are now only receiving the number of cases per day, with no addresses. With no specific addresses, the Fire Chief is requiring universal precautions on all EMS responses to medical calls - assuming any call is for a Covid case in order to protect personnel.
- Cases are tracked by zip codes. Mark Twain, Lockwood, and the Highlands have zip codes attached to other counties. There is no way to know by zip code, how many (cases) are in the County.
- County personnel have received a list of procedures put in place at the Governor's request.
- Covid testing sites continue. Dates this month are: December 2nd, 12 noon to 2pm at Public Works; December 16th at Lockwood, 12 to 2pm; December 30th, 12 to 2pm at Public Works. Anyone from any of the 4 counties can be tested at these sites.
- A container building has been brought in to shelter testing staff during the winter weather.
- Jeep Posse personnel continue to assist with set-up and parking. They are invaluable.
- 196 people came through the last testing site at the Senior Center. It would have been impossible without the Jeep Posse.
- Working with the Quad-County Health and Human Services on a vaccination plan for the County. EMS, Fire, and emergency personnel will be in the first tier to receive vaccinations. Tier two will be other essential workers, and tier three the general public - which may not be until February or March.
- Reminder: wear facemasks - covering mouth and nose; social distancing; avoid crowds; wash hands; use sanitizer; avoid touching face. We are still under private gatherings of fewer than 10 and no more than 2 households. Public gatherings are still 50 people maximum or 25% of capacity, whichever is less.

Austin Osborne on behalf of Dave Ballard, Communications Director:

- Update on the 911 Dispatch Center - all equipment, furniture, wireless communication material, etc., is in. They should be up and running by the end of January.

Vanessa Stephens , Clerk:

- Reminder that DMV here is closed - they hope to re-open after the holidays.
- Swearing-in ceremony for newly elected officials is set for January 4th at 3 P.M.

Item #14 heard at this time.

Austin Osborne , on behalf of the VCTC:

- VCTC is working hard to try to balance the needs of the businesses and the community during Covid. Essentially all events have been cancelled.
- VCTC is advertising that Virginia City is essentially open for business.
- A lot of energy is going to promoting local small businesses without bringing large crowds of people to town - staying in conformance with the Governor's directive and keeping the community safe.

Vice Chair Carmona asked if the Parade of Lights and cruise were off?

Mr. Osborne: There's no Parade of Lights or cruise. There will be a fireworks show which is not expected to bring that many people. These are fireworks from the 4th of July that need to be used.

Mr. Osborne - County Manager 's Report:

- There's a new company at TRI manufacturing large mining equipment. This company will be constructing a 10,000 square foot building - expecting to break ground in January.

- Posts to the public have gone out regarding what the County is doing to mitigate Covid and to address the Governor's orders. A lot has to do with Emergency Management and the Quad County coalition. We are assisting businesses with their plans to keep their business open.
- The Senior Center and Community Chest are doing "meals on wheels" and other meal programs so people throughout the County do not have to leave their homes - especially the senior population.
- County offices are on "amended operation" to keep open for the public. Offices have purchased things like plexiglass, face masks, PPE, and other ways to keep staff safe and offices open. All offices are still open for County business, with most services. Exception is DMV and courts.
- Significant CARES funds are going to retrofitting ambulances so they are Covid ready. Fire personnel are fully prepared, trained, and equipped to respond to Covid calls - as well as other calls.
- Belfor has completed fumigation of several buildings. If there is a positive case, alleged case, or a situation that could expose employees or public - there is a program in place to fumigate and treat the area.
- PPE resources are being stockpiled that can be used by small County businesses for Covid related expense
- Anyone with Covid questions can call the Covid hotline or anyone on the (County) team.

Erik Schoen , Community Chest Director:

- Holiday food baskets are available for Christmas. Elementary school children were able to fundraise 800 cans of "sides" to complement the meals. The Leadership team at the middle school helped put the boxes together. This was a group effort with all three schools, the Senior Center, and Community Chest.
- The Angel Tree program is up. There are "angels" to be adopted - if someone is interested, reach out to Community Chest who will make sure it happens.
- Zulilly has made clothing donations. The upstairs library space is being utilized as a "clothes closet" for people in need of jackets and warm clothing items.
- The "early childhood program" continues with 16-18 children attending. The "before and after" school program also continues.
- Thank you Commissioner Gilman for the donation in support of the program at Hillside.

Commissioner Gilman thanked and congratulated Mr. Schoen on the wonderful work (Community Chest) is doing.

7. BOARD COMMENT (No Action - No Public Comment)

Vice Chairman Carmona :

- A lot of people donate and do things for the community behind the scenes. A Highlands resident put together a number of \$50 gift cards - this person remains anonymous but during this difficult time is great to point out that there are people doing their part. Those gift cards went to folks in need. Thanks to the Virginia City Senior City for help in dispersing these cards.

8. RECESS TO CONVENE AS THE STOREY COUNTY WATER/SEWER BOARD

9. DISCUSSION/POSSIBLE ACTION: Consideration and possible approval of USDA Amended Letter of Conditions for the Gold Hill Sewer Project for additional USDA Grant funds in the amount of \$115,000.00 to be provided for the completion of this project.

Mike Nevin, Project Manager: This item is for acceptance of the additional USDA grant funds to be used for the completion of the Gold Hill Sewer Project. It has been determined that there would be a shortfall with the low bid. Lucas Tipton, Farr West Engineering, has discussed this with USDA who has advised there is an additional \$115,000 in grant funding available for the project. Concurrence from the national (USDA) office has been received. An amended "letter of conditions" has been received which includes the additional grant funds.

Commissioner Gilman: Unknowns are impossible to know and he understands.

Mr. Tipton: There's about \$73,000 more cost in the building from what was estimated at the beginning of the project in order to maintain the historical "look". Concrete and earth work came in a little higher than originally estimated.

Mr. Nevin: The motion needs to be amended to provide for the Vice Chairman to sign in the absence of the Chairman.

Public Comment: None

Motion: I, Lance Gilman, motion to approve USDA Amended Letter of Conditions for additional USDA Grant funds in the amount of \$115,000.00 for the Gold Hill Sewer Project and to allow Vice Chairman Carmona to sign in the absence of Commissioner McBride all necessary and related documents that may be required by the USDA for acceptance of these grant funds, **Moved by:** Commissioner Gilman **Seconded by:** Vice Chairman Carmona, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=2)

10. DISCUSSION/POSSIBLE ACTION : Consideration and possible approval of rejection of low bid and approval of the next lowest bid submitted for the construction of the Gold Hill Wastewater Treatment Plant project (PWP-ST-2020-312).

Mike Nevin explained bid opening was conducted on November 4th. Three bids were received with the lowest from F&P Construction for \$879,984; next, Sierra Nevada Construction for \$1,098,007; the high bid from MKD Construction for \$1,447,707. After review, the bid received from F&P Construction was un-responsive in many areas - this has also been reviewed by Deputy District Attorney Loomis. Because (the County) is using Federal grant funds, minor irregularities cannot be waived.

The bid from Sierra Nevada Construction has been determined to be responsive in all respects. Concurrence has been received from USDA as well as the State Office of Financial Assistance.

Public Comment: None

Commissioner Gilman: This is the right way to go. It's unfortunate when a lower bid cannot be utilized.

Vice Chair Carmona assumes, once this is approved, there will be no major delays.

Mr. Nevin: Once approved and documents signed, the packet is submitted to USDA for issuance of concurrence. Mr. Loomis will sign documents relating to performance and contract bonds. Hopefully done by the end of next week.

Mr. Loomis said this item also needs to be amended regarding the Chairman's signature.

Motion: I, Lance Gilman, motion to approve the rejection of the low bid of \$879,984 submitted by F&P Construction, following review to be determined as unresponsive in accordance with the terms of the bid documents pursuant to NRS 388.143.5(a) and motion to approve the next lowest bid of \$1,098,007.00 from Sierra Nevada Construction found to be in compliance with requirements and terms of the bid forms and therefor determined to be the “responsive” low bid and provide for the approval of Vice Chairman Carmona to sign all contract documents approving the award of bid,
Action: Approve, **Moved by:** Commissioner Gilman, **Seconded by:** Vice Chairman Carmona
Commissioner Gilman, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=2)

11. RECESS TO RECONVENE AS THE STOREY COUNTY BOARD OF COUNTY COMMISSIONERS

12. DISCUSSION/POSSIBLE ACTION : Consideration and possible approval to reimburse the Storey County Senior Center an amount not to exceed \$27,000.00 for costs directly related to the COVID-19 Pandemic from March 1, 2020 through December 30, 2020. The funds would be reimbursed from Storey County’s allocation of CARES Act funds.

Lara Mather, Community Services Director explained the pandemic has hit the Senior Center hard - having to stop congregate lunches, but still providing lunches. This requires items such as disposable containers, additional cleaning, and other things to keep everyone safe. Funds are allowed, and are available, under the CARES Act allotment to be granted to non-profits providing programs that would otherwise be handled by the County.

Public Comment: None

Motion: I, Commissioner Lance Gilman, move to approve the reimbursement of an amount not to exceed \$27,000 to the Storey County Senior Center for costs directly related to the Covid 19 pandemic. The funds will be reimbursed from Storey County’s allocation of CARES Act funds upon receipt of all invoices, and proof of payment, by the Storey County Senior Center, **Action:** Approve, **Moved by:** Commissioner Gilman, **Seconded by:** Vice Chairman Carmona, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=2)

13. DISCUSSION/POSSIBLE ACTION : Consideration and possible approval to grant the Storey County businesses who have been awarded fund through the CARES Act a second grant of equal value. The second award will bring the total funds awarded to \$260,000.

Lara Mather reviewed grants previously awarded to County businesses. Businesses were advised of the grants by working with Rad Strategies to get the word out to businesses as best we can, through “word of mouth”, and passing out flyers. All phone calls were responded to. Each applicant is made aware of all resources available. The first deadline was extended to October 29th and then extended again to November 13th. This grant is not “free money”. Each business had to provide invoices for every cent showing that it’s directly related to the pandemic.

This is the second disbursement of funds - 22 businesses in Storey County will be granted a total of \$250,000.

Public Comment: None

Motion: I, Lance Gilman, move to approve the granting of additional funds to Storey County businesses who have applied for, and been approved an award of the Cares Act, Small Business

grant fund, **Action:** Approve, **Moved by:** , Commissioner Gilman, **Seconded by:** Vice Chairman Carmona Commissioner Gilman, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=2)

14. DISCUSSION/POSSIBLE ACTION: Consideration and possible approval of determination that continuation of the infrastructure tax is necessary for continued funding of infrastructure projects and if that determination is made possible approval of setting a public hearing to consider a new infrastructure tax expenditure plan for 10:30am on December 15, 2020 at the Storey County Courthouse at 26 S B Street in Virginia City, Nevada.

Item heard at 10:30 A.M.

Deputy District Attorney Keith Loomis explained the infrastructure tax is a $\frac{1}{4}$ of 1% tax on the sale of personal property within the County and has been in existence since about 2008. It was last addressed in 2014 when discussing a new plan for expenditure of infrastructure tax revenues. That part of the plan has mostly been completed. The tax expires in 2024. Prior to that time, if adopting a new plan is going to be considered, the Board needs to make the determination that continuing the tax is necessary. If so determined, the matter needs to be set for a hearing to consider adoption of a new plan. Item 15 is first reading for consideration of continuing the tax.

The question before the Board is the necessity of the continued existence of the tax. If that determination is made, a date must be set for a public hearing on adoption of the plan for December 15th.

Comptroller Jennifer McCain: There was some flood controls and road repairs. We feel that after this year it would need to be updated with prices and project plans.

Vice Chair Carmona: So it appears there is still a need for this tax.

Ms. McCain: Yes.

Mr. Osborne explained that the new Justice Center being required by the District Court is being constructed with the use of these funds.

Ms. McCain: Yes, this is one of the major uses of these funds.

Public Comment: None

Motion: I, Commissioner Lance Gilman, move to make a determination that continuation of the infrastructure tax is necessary and further move to set December 15, 2020 at 10:30 A.M. at the Storey County Courthouse located at 26 S B Street in Virginia City, Nevada, as a date, place, and time for consideration and possible adoption of a new plan for the expenditure of infrastructure tax revenues, **Action:** Approve, **Moved by:** Commissioner Gilman, **Seconded by:** Vice Chairman Carmona, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=2)

15. DISCUSSION/POSSIBLE ACTION: Consideration and possible approval of first reading of ordinance 20-317 regarding allocation of infrastructure tax revenues on infrastructure project within the County pursuant to an adopted plan of expenditure.

Deputy District Attorney Loomis, the title states: This is an ordinance amending Storey County Code, section 3.12.012, updating the plan of projects for the proceeds of the infrastructure tax and providing for other properly related matters.

It is proposed that the infrastructure tax will be allocated pursuant to a new plan to be heard on December 15th. That will be incorporated into the Ordinance - today is the first reading of that Ordinance.

Public Comment: None

Motion: I, Commissioner Lance Gilman, hereby approve the first reading of Ordinance 20-317 providing for the allocation of infrastructure tax revenues to infrastructure projects in Storey County, to be considered in the public meeting scheduled for December 15th, **Action:** Approve, **Moved by:** Commissioner Gilman, **Seconded by:** Vice Chairman Carmona, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=2)

16. DISCUSSION/POSSIBLE ACTION: Consideration and possible approval of second reading of Bill No. 126; Ordinance No. 20-315 providing for the substitution of the Storey County Board of County Commissioners as the ex officio board of trustees of the Tahoe Reno Industrial General Improvement District (TRI GID).

Continued to December 15, 2020

17. DISCUSSION/POSSIBLE ACTION: Consideration and possible action on the business impact statement for the proposed diesel tax ordinance, Bill No. 123, Ordinance No. 20-316.

Outside Counsel Robert Morris presented this business impact statement prepared by staff, as to whether this proposed ordinance will have a significant economic impact on people. As part of the process, the impact statement is prepared and is available, and sent to the Nevada Trucking Association and any business selling diesel. The first reading of the Ordinance and the business impact statement were approved on November 17th, imposing a diesel tax of 5 cents per gallon. The public hearing was set for December 1st partly to consider comments from potentially affected businesses.

Clerk Vanessa Stephens has indicated no comments have been received.

Mr. Morris read the NRS section dealing with this issue: "If the governing body, or designee, does not receive any data or arguments from a trade association, or owners or officers of businesses, that were notified pursuant to sub-section 1 within the period specified in the (inaudible) notification, a rebuttal presumption is created that the proposed rule will not impose a direct or significant economic burden upon the business, or directly restrict formation, operation, or expansion of the business."

Today's business impact statement is required before the Ordinance can be approved. This matter is for the Board to ratify staff findings that there is no significant burden on business directly, or that would directly restrict the formation, operation, or extension of the business. The motion in the packet is recommended.

Public Comment:

Paul Enos, Nevada Trucking Association : Mr. Enos spoke in support of the diesel tax. This cap will not have detrimental impact on business. They supported SB48 allowing rural counties to tax diesel to pay for roads and infrastructure. They like what is in this provision better than what is in urban counties. This provides that counties selling more than 10 million gallons of diesel fuel per year, that (inaudible) will go to truck parking - a significant issue. Trucks are a big part of what's going on in Storey County. They are in support of moving this forward.

Motion: Based on staff's finding of no significant business impact, I move to approve the business impact statement determining the diesel tax ordinance does not impose a direct and significant economic burden on a business or directly restrict the formation, operation or expansion of a business, **Action:** Approve, **Moved by:** Commissioner Gilman, **Seconded by:** Vice Chairman Carmona , **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=2)

18. DISCUSSION/ FOR POSSIBLE ACTION: Consideration and possible action on second reading of Bill No. 127, Ordinance No. 20-316 amending Storey County Code chapter 3.76 Motor Vehicle Fuel Tax-Road Repair by imposing a tax on special fuel that consists of diesel fuel sold in Storey County.

This item will be continued to December 15, 2020.

Public Comment: None

Motion (Mr. Osborne read the recommended motion): I, Commissioner, move to continue the second reading of Ordinance No. 20-316 to December 15, 2020 - to be held at the Storey County Courthouse/zoom meeting on that date, **Action:** Approve, **Moved by:** Commissioner Gilman, **Seconded by:** Vice Chairman Carmona , **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=2)

19. DISCUSSION/ FOR POSSIBLE ACTION: Consideration and possible approval of first reading of Bill 124, Ordinance 20-313, text amendments to Storey County Code Title 16 - Subdivisions and Title 17 - Zoning Ordinances, specifically sections 16.20.010 and 17.03.230, to modify language that allows for a third-party review of Planned Unit Development and Subdivision applications, including that the cost for such third-party review be paid by the applicant.

Senior Planner Kathy Canfield presented this first reading of the amendments to Title 16 and 17 sections allowing for a third-party review of Planned Unit Development and Subdivision applications. If there is request for a large Planned Unit Development or Subdivision, this would provide the ability to utilize the expertise of a third-party. This would also allow expertise in areas staff may not have. Applicants would pay for the third-party review. Review process deadline would remain the same following NRS deadlines.

The Planning Commission questioned the timing and the appeals process if an applicant is concerned about cost. There is an appeal process - if someone did not agree with the third-party review fee, that process would be followed. The Planning Commission voted 7-0 in favor of approval.

Public Comment: None

Ms. Canfield: This is the first reading of Bill 124, Ordinance 20-213 text amendments to Storey County Code Title 16 - Subdivisions and Title 17 - Zoning Ordinances, specifically sections 16.20.010 and 17.03.230

Motion: In accordance with the recommendation by staff and the Planning Commission, I Lance Gilman, move to approve the First Reading of Bill 124, Ordinance 20-313, text amendments to Storey County Code Title 16 Subdivisions and Title 17 Zoning Ordinance, specifically sections 16.20.010 and 17.03.230, to modify language that allows for a third-party review for Planned Unit Development and Subdivision applications, including that the costs for such third-party review be paid by the applicant. Date for Second Reading is scheduled for December 15, 2020 Board of County Commissioner's meeting, **Action:** Approve, **Moved by:** Commissioner Gilman, **Seconded by:** Vice Chairman Carmona , **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=2)

20. DISCUSSION/POSSIBLE ACTION : Approval of business license second readings:

Mr. Osborne on behalf of Community Development recommends approval of all licenses A through G.

- A. High Sierra Fire Protection, LLC** - Contractor / 4621 Goni Rd. ~ Carson City, NV
- B. Motion & Flow Control Products, Inc.** - Out of County / 10822 W Toller Dr. Ste. 300 ~ Littleton, CO
- C. RSAnalysis , Inc.** - Out of County / 1420 Holcomb Ave., #202 ~ Reno, NV
- D. Sunrise Plumbing & Heating LLC** - Contractor / 5330 Grass Valley Rd. ~ Winnemucca, NV
- E. The Tow Truck Company** - Out of County / 925 Matley Ln. ~ Reno, NV
- F. Turner Construction Company** - Contractor / 2500 Venture Oaks Ste. 200 ~ Sacramento, CA
- G. W. W. Clyde & Co.** - Contractor / 869 N. 1500 W. ~ Orem, UT

Public Comment: None

Motion: I move to approve the second reading of Business Licenses A through G, **Moved by:** Commissioner Gilman, **Seconded by:** Vice Chairman Carmona , **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=2)

21. PUBLIC COMMENT (No Action) None

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

The meeting was adjourned by the Vice Chairman at 11:28 AM

Respectfully submitted,

By: _____
Vanessa Stephens Clerk-Treasurer