



STOREY COUNTY BOARD OF COUNTY COMMISSIONERS MEETING

JANUARY 19, 2021 10:00 A.M.

DISTRICT COURTROOM

26 SOUTH B STREET, VIRGINIA CITY, NEVADA

MEETING MINUTES

JAY CARMONA
CHAIRMAN

ANNE LANGER
DISTRICT ATTORNEY

CLAY MITCHELL
VICE-CHAIRMAN

LANCE GILMAN
COMMISSIONER

VANESSA STEPHENS
CLERK-TREASURER

Roll Call: Chairman Carmona, Vice-Chairman Mitchell, Commissioner Gilman, County Manager Austin Osborne, Deputy District Attorney Keith Loomis, Clerk & Treasurer Vanessa Stephens, Communications Manager Becky Parsons, Tourism Director Deny Dotson, Justice of the Peace Eileen Herrington, Community Chest Director Erik Schoen, Public Works Director Jason Wierzbicki, Sheriff Antinoro, Emergency Management Director Joe Curtis, Labor Relations Jeanne Greene, Fire Chief Jeremy Loncar, Comptroller Jennifer McCain, Planner Kathy Canfield, Assessor Jana Seddon, Human Resources Director Tobi Whitten, Community Development Director/Fire Marshall Martin Azevedo, IT Director James Deane, Community Relations Director Lara Mather, Water/Sewer Project Manager Mike Nevin, Senior Center Director Stacy York, District Attorney Anne Langer, Outside Council Robert Morris

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

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

2. PLEDGE OF ALLEGIANCE

Chairman Carmona led those present in the Pledge of Allegiance.

3. DISCUSSION/POSSIBLE ACTION: Approval of Agenda for January 19, 2021.

County Manager Osborne requested Item 9 be continued to February 2, 2021.

Public Comment: None

Motion: I, Clay Mitchell, move to approve the Agenda for January 19, 2021, **Action:** Approve, **Moved by:** Vice Chairman Mitchell, **Seconded by:** Commissioner Gilman, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=3)

4. DISCUSSION/POSSIBLE ACTION: Approval of Minutes for December 1, 2020.

Public Comment: None

Motion: I, Clay Mitchell, move to approve the Minutes for December 1, 2020, **Action:** Approve, **Moved by:** Vice Chairman Mitchell, **Seconded by:** Commissioner Gilman, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=3)

5. CONSENT AGENDA

I For possible action, approval of Justice Court Quarterly Report

II For consideration and possible approval, licensing board first readings: General Business License - Fire Protection Service Corporation DBA Mountain Alarm; PO Box 12487, Ogden, UT, 84403

III For consideration and possible approval, licensing board first readings: General Business License - FDI Backflow Specialists DBA Trophy Peak Fire Protection; 5355 Louie Lane, Reno, NV 89511

IV For possible action, approval of claims in the amount of \$952,761.79.

Public Comment: None

Motion: I, Clay Mitchell, move to approve the Consent Agenda, **Action:** Approve, **Moved by:** Vice Chairman Mitchell, **Seconded by:** Commissioner Gilman, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=3)

6. PUBLIC COMMENT (No Action): None

7. DISCUSSION ONLY (No Action – No Public Comment): Committee/Staff Reports

Sheriff Antinoro:

- The Sheriff acknowledged the passing of residents Linda Larson and Roger Hartley.
- There was a press release about a Reno-riot suspect arrest by the U.S. Marshal's Fugitive Task Force. The Sheriff does have a deputy assigned to that Task Force so the Sheriff's Office name appears in it - but the Office was not actively involved.

Fire Chief Loncar:

- Getting ready to do final inspection of the new ambulance.

- Currently working on the 21-22 FEMA Assistance Firefighter grant. He is looking at approximately \$300,000 which should cover PPE for the entire Fire Department for quite a few years.

Jason Wiezrbicki, Public Works Director:

- Getting ready to go out to bid for the 2020 road re-hab projects - work on Venice Drive, West Denmark, London Drive, Ireland, as well as others. And, a full reconstruct of Edith Lane in Mark Twain.
- They are also working on going out to bid for repairs to Cartwright Road.
- Also working on the water tap for the fire sprinkler system for the Freight Depot.

Becky Parsons, Dispatch Manager:

- Still working on the new building with a few items left. Electricians are currently working.

Joe Curtis, Emergency Management Director:

- The County is currently at 68 Covid cases, 2 deaths. This is one of the best records in the State.
- (The County) was flagged for not meeting the testing required per 1,000 population. The County is at 3.1%, apparently not quite good enough to not get flagged. We have this problem because of the low County population. A lot of people are being tested who are not Storey County residents.
- The town was pretty packed this weekend. Visitors are good at wearing masks. Signs that are at the ends of town suggesting wearing of masks are a factor.
- Current total cases for the Quad County - 10,212. A lot of these cases are inmates at the State Prison and get attached to Carson City (totals).
- For the last 20 days, the County has a "zero" positivity rate (no new cases). This trend is also starting to be seen in the Quad Counties.
- Covid testing was done in Lockwood last week. It was very slow with not many people coming through. Vaccinations were not done.
- January 27th in Virginia City, both testing and vaccinations will be available. 2nd dose vaccinations will be 9AM to 11AM. 11AM to 1PM will be appointments (only) for 1st dose. 1 to 3PM will be Covid testing.
- There will be three vaccination sites in February, possibly more.
- The appointment system was overwhelmed when vaccines were opened up to those over 70.
- For those over 70 (only) trying to make an appointment and needing assistance, contact the Virginia City Senior Center or Community Chest. Proof of age required.
- The "tier system" has been scrapped and categories re-organized. It is not clear when the next one will open up.
- The testing/vaccination location site has been changed to E Street between Union and Sutton.

Vice Chairman Mitchell asked if there were ramifications if we don't get testing numbers up? Should we round up people to be tested?

Mr. Curtis: We can't do that - it is strictly voluntary. There really are no ramifications. The "red flags" have do with statistical anomalies.

Chairman Carmona: What is being done about missed appointments? Are people being called to fill in?

Mr. Curtis: A missed appointment means there is a dose that may not get used. There is a list of people that would have gotten in under first responder or educators. At the end of the day there are usually several doses available - people are called from that list of age 70+ and first responders to take those appointments.

Deny Dotson, VCTC Director:

- Work continues on the VCTC budget - putting together bargaining plans, special event calendars, capital improvement projects.

Mike Nevin, Water/Sewer Project Manager:

- Gold Hill Wastewater Project:
 - USDA-required pre-construction conference has been completed.
 - Notice to Proceed order has been signed by the County Manager.
 - Project started yesterday with clearing of the site and excavation was begun.
 - Depending on weather, excavation of the sub-grade and slab for the plant will be done this week.
- Hillside Water Tanks Project:
 - Interior coating of the tank is complete.
 - Temporary door frame is being replaced with sheeting and will be coated.
 - Color stains will match the existing tanks to blend in with the surroundings.
 - Exterior blasting is scheduled to start this week. If weather holds, painting will follow by the end of the month.
 - In 1999, power was run to the site. There have been problems with power for years. During excavation, it was discovered the original line was not installed in conduit. Temporary cabling has been laid in its place. New conduit is being put in for fiber and electrical.
 - The County is responsible for up-grading the SCADA system - the main communication link between the water treatment plant and the tanks as far as levels when the plant starts and stops, and that sort of thing. This a very critical infrastructure. Some of the equipment dates back to 1996 - it didn't make sense to spend up to \$15,000 re-habbing that equipment. Replacement of everything, including electrical, hardware and software was going to be \$39,000+. After review, it was determined there is \$34,130 that could be re-allocated. USDA concurred and allowed deduction in certain line items for that amount. This leaves a net increase for the up-

grade of \$5,070. These funds will come out of prior-approved contingency funds. There will be new communications, wiring, and transformers, along with warranties.

James Deane, IT Director:

- IT has launched a quarterly newsletter this year. Departments or staff that have any articles, suggestions, or pictures - submit them to IT for publication.

Martin Azevedo, Community Development Director:

- It's time to renew the Interlocal Agreement with the State Fire Marshal's Office. Mr. Azevedo and Fire Chief Loncar will be reviewing the current Agreement for any changes.

Erik Schoen, Community Chest Director:

- Call Community Chest for information and appointments for Covid shots.
- People need to know and appreciate how complicated the Covid response is. For Joe (Curtis) and Lara (Mather) to manage all of this - the stand-up vaccine clinics, the testing clinics - an incredible amount has to be done. And to be so fluid and adaptive when circumstances change daily, sometimes hourly. Stacy at the Senior Center is taking on most of the calls.
- Kudos to the three of them and everyone helping with this response and for everything going as well as it is in Storey County. This is not the case in other counties.
- There are a lot of moving parts - things do not always go as they should. People should please have patience.

Chairman Carmona: Worked with the CERT team at the last clinic (with the really bad rain and winds) - watching the work being done was amazing.

Stacy York, Senior Center Director:

- They have made over 50 vaccine appointments (for age 70 and over) since going live last week. Currently there are about 75 on the waiting list.
- Hoping for more vaccine clinics to open.
- Please have patience when making appointments which are being handled by one person.
- At this time, you must be over 70 to make an appointment.
- The Senior Center is doing a Valentine's Day fundraiser with chocolate, roses, and stuffed animals. Call the Senior Center to order - it will be ready the Friday before. The roses are \$35, add \$10 for chocolate, and \$5 for a stuffed animal.

Judge Eileen Herrington:

- Looking forward to moving into the new Justice Court.
- Pete Dube - the contractor, has been wonderful to deal with.
- She is very happy with Mike Northern and his communication; the financial oversight by Jennifer McCain; and the ultimate oversight from Austin Osborne.
- The plan is to move the last week of February.

Keith Loomis, Deputy District Attorney:

- The case of MaryLou Wilson vs the County and Stericycle is moving ahead. Hearing is set February 19th to determine whether, or not, Ms. Wilson has the authority to pursue this kind of claim.

Austin Osborne:

- Tonogold/Comstock Mining are conducting (exploration) drilling throughout the Comstock. They are permitted and have gone through the Planning Department, who has been very diligent making sure they are following policy. This should not be going on too much longer.
- Due to Covid, work on the Strategic Plan is being done "inversely" starting with Departments and working up to the community when Covid restrictions loosen up.
- Reminder to Lockwood residents: Go to the Canyon GID office for the free "dump vouchers". Everyone else in the County - come to the County Manager's office.

8. BOARD COMMENT (No Action – No Public Comment)

Chairman Carmona:

- Happy Birthday to my eldest daughter- Julianna Carmona. And to Katie Demuth from the VCTC.

9. DISCUSSION/POSSIBLE ACTION: Presentation by Lisa K. Taylor, Ph.D., Assistant Professor and Extension Educator University of Nevada Reno, College of Agriculture, Biotechnology, and Natural Resources Carson City/Storey County Extension summarizing the results of the Storey County Needs Assessment.

Continued to February 2, 2021

10. DISCUSSION/POSSIBLE ACTION: A possible item adjustment to the 070-070-64160-000 Capital Project in the amount of \$19,909.60 to purchase and install a LTO 8 Tape Backup solution to improve data archiving and disaster recovery services for all departments Countywide. Funding will be reallocated from an existing line item in the CIP fund from a \$20,000.00 fiber project.

James Deane, IT Director: This (purchase) will beef-up security efforts. There have been quite a few ransom-ware and security issues this year. An off-line solution that provides archiving and recovery services is long over-due. Funds are being reallocated from another project which will be unable to be completed this year.

Vice Chairman Mitchell said he supports efforts to be a little more prepared.

Motion: I, Commissioner Mitchell, move to approve the adjustment to the 070-070-64160-000 Capital Project not to exceed \$19,909.60 to purchase and install a LTO 8 Tape Backup solution to improve data archiving and disaster recovery services for all departments Countywide, **Action:** Approve, **Moved by:** Vice Chairman Mitchell, **Seconded by:** Commissioner Gilman **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=3)

11. DISCUSSION/POSSIBLE ACTION: Approve Resolution 21-601 providing for in-county general, liquor, cabaret, brothel, and gaming business license fee reimbursement generally equivalent

to the amount paid for two quarters of fees by businesses principally impacted by use restriction or closures due to the COVID-19 pandemic and related Declaration of Emergency Directives issued by the Governor. This is the first of two hearings on this resolution.

Commissioner Gilman recused himself from the discussion and vote on this item.

County Manager Osborne: This item is for Covid relief for business closures with respect to all of the different types of licenses. We have come up with a feasible way to this, working with (the County's) accounting system and providing a reasonable benefit to businesses. General licenses would get a \$50 reimbursement; liquor licenses - \$250; cabaret - \$75; brothel and gaming would each be 50%. Escort services are not operating so that would not apply. A check will be sent explaining what it is about. The numbers are 50% of the business license for the 2020 -21 budget - quarters one and two.

Public Comment: None

Deny Dotson, VCTC Director: A portion of these licenses, with the exception of the brothel, come to VCTC. (The VCTC) budgeted very conservatively and is in full support of this.

Mr. Osborne: Glad Mr. Dotson brought that up. Mr. Osborne said he has worked with the Comptroller on a way to not affect the different departments with the reimbursements.

Vice Chairman Mitchell: In principle, he supports this action - whether it was the County or some other government entity that initiated or forced the shut-downs - businesses have been affected. With the current situation, reducing the burden on them at a time when they have not been allowed to operate is the right move for us.

Chairman Carmona: Agrees with those sentiments. A lot of businesses have suffered and forced to close, or (have) forced restrictions - other buildings are at 25% capacity. It may not be a lot, but he is glad to see something to help these folks.

Motion: I, Commissioner Mitchell, move to approve the first hearing for Resolution 21-601 providing for in-County general, liquor, cabaret, brothel, and gaming business license fee reimbursement generally equivalent to the amount paid for two quarters of fees by businesses principally impacted by use, restriction or closures due to the COVID-19 pandemic and related Declaration of Emergency Directives issued by the Governor, **Action:** Approve, **Moved by:** Vice Chairman Mitchell, **Seconded by:** Chairman Carmona, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=2)

12. DISCUSSION/POSSIBLE ACTION: Consideration and possible approval of franchise agreement whereby the Storey County Fire Protection District (District) is granted the exclusive franchise to provide ambulance services within the District.

Fire Chief Jeremy Loncar: This franchise agreement is pretty standard practice. This has been operated on for years and something newer was needed. The (agreement) presented is what is used regionally - basically, just name changes.

Deputy Keith Loomis: The staff report references a limitation on providing ambulance services within GID's. The GID has to: 1) not have an ambulance service, and 2) be within seven miles of an incorporated city. The Planning Department has provided information that Canyon GID is within 3 miles of the park (TRI) and the Virginia Divide GID is within 4.3 miles of Carson City. Both can be covered by the Franchise Agreement.

Public Comment: None

Vice Chairman Mitchell: With non-emergency transport, will this create any complication - as when someone is being transported home from some sort of care. Is the concern only where a pickup happens versus the drop off?

Chief Loncar explained there is a Renown Center in TRI where patients are taken from there into Renown main or other medical facilities. This (agreement) insures continuation of that practice. No one else provides these services within the County and they are limited in nature, not a lot are done. We would like to maintain that ability as well.

Motion: I, Commissioner Mitchell, move to approve the granting of an exclusive franchise to the Fire District for the provision of ambulance services within the district, and authorize the Chairman to sign such, **Action:** Approve, **Moved by:** Vice Chairman Mitchell, **Seconded by:** Commissioner Gilman, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=3)

13. DISCUSSION/POSSIBLE ACTION: Update to Storey County Administrative Policies and Procedures, Policy 613 – Leave for Coronavirus (COVID-19) Related Reasons.

Human Resources Director, Tobi Whitten: Staff is recommending extension of certain Covid 19 emergency paid leave options, previously provided under the Family First Coronavirus Response Act. This recognizes the pandemic is on-going - that Covid 19-related situations will continue,

and County employees will need to have adequate leave when it is necessary to isolate, recuperate, and to avoid spreading the virus by exposing co-workers and community members. This is extension of any balance of emergency sick leave not used in the calendar year 2020. The proposed amended expiration date will be June 30, 2021.

Public Comment: None

Motion: Based on the recommendation by staff, I, Commissioner Mitchell, move to approve the amendments to the Storey County Administrative Policies and Procedures, Policy 613 - Leave for the Coronavirus (COVID-19) Related Reasons, **Action:** Approve, **Moved by:** Vice Chairman Mitchell, **Seconded by:** Commissioner Gilman, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=3)

14. DISCUSSION ONLY (No Action): Second 2020-2021 Budget vs Actual overview for Storey County.

Comptroller Jennifer McCain presented an overview of the budget at this time:

- Revenues for all funds still looking good. The General Fund is still trending positive. At the end of the first quarter collections were ahead by 10% - now have dropped to 3%. She expects a continued decline.
- Ad valorem is in line with the budget.
- There are revenue items that have declined due to Covid. Less than 1% of what was budgeted for gaming tax has been collected. Sales tax projections are down - currently 20% behind were expected to be, with no increase expected unless something major happens with the pandemic.
- "Kudos" to all department heads for spending conservatively. Expenses for most all departments and funds are at or below 50%. We're beginning to loosen the tightness on various road and capital improvement projects that had to get done. This includes the new Justice Court, the new Communications location, and shoring up the new VC depot.
- Line-item overages:
 - Clerk/Treasurer - Election expense is over - likely directly related to Covid. Ms. Stephens expects to see some reimbursement from the Secretary of State. No issues in augmenting this account are expected. Records management is also over and is directly related to a project started and budgeted for last fiscal year. Unforeseen circumstances delayed this and final payment was made this year.
 - Administrative - Due to HR staffing position changes, there is an overage in wages and benefits. This is expected when there is a change in personnel - with two people in one position- training and tying up loose ends. This will be corrected with augmentation.
 - Justice Court is over. Reimbursement is expected from "blackjack" revenues collected in Justice Court Special Revenue Fund. Court cases are estimated from history - some years end up with more cases than expected resulting in overages. Contingencies are always built into the budget. Computer/software item is over budget. This will be corrected by the end of the year.
 - Communications - slightly over budget due to retirement of the Director.
 - IT - Rents/Leases - over due to issues in setting up a temporary office.

Looking at revenues, it is important that department heads continue to be conservative with spending. Overall, it looks good, but we need to pay attention to where its trending.

- Special Funds:
 - Emergency Management: All Covid/Cares Act expenses have been paid from this fund. The overages will be countered by the unexpected revenue from the Cares Act fund.
 - Justice Court: Revenues are down due to the Court closing because of Covid. Expenses are in line with where they were budgeted.
 - VCTC and Pipers Opera House: A reduction in both revenues and expenses was anticipated. They continue to monitor their budget in a fiscally conservative manner.

(The Comptroller) is working with them to determine which events might be possible in the next couple of months to collect revenue - depending on how tight the Governor's lock-down continues to be.

Commissioner Gilman: Compliments to Ms. McCain and all the departments. This is a comprehensive, easy to understand, quarterly review. These reviews are one of the most important things we do. Thank you.

Vice-Chairman Mitchell: Echoes Commissioner Gilman. On the Sales Tax - is there an indication of the short-fall over what was expected, how it breaks down - like new development activities in TRI versus retail sales/recurrent stuff? Any rough break down of where this is coming from? Is it too hard to tell?

Ms. McCain: It is hard to tell. Revenues are collected by the Clerk/Treasurer's Office. She is unsure if there is more detail.

Clerk Vanessa Stephens: The Sales Tax report from the State does not provide any breakdown. The source of where sales tax comes from is a mystery.

Vice Chair Mitchell: Is there something we can do to get a of notion of how that breaks out - to help gauge impact on existing businesses versus what is coming from the economic development side.

Commissioner Gilman: From feedback he received from the Department (Taxation), they do not have proper software to implement and split-out various (details). This has been on-going for the last ten years. He believes it is a software problem and doubts the State has the revenues to do anything in the next coming year.

Vice Chair Mitchell: Maybe something can be done internally. It would not be precise but would give us a notion which would help with the Strategic Plan.

Ms. McCain said she and Ms. Stephens are open to providing (Vice Chair Mitchell) with reports received from the State to review in more depth to see if they could be "broken down" any further. It may be a benefit to everyone.

Vice Chair Mitchell: Doesn't know if he has the vision to see what has not been seen - but he will look to see if there is a clearer picture.

Austin Osborne: Reiterated (the County) has worked with the Department of Taxation on trying to get those numbers and the different categories - after they run everything for the State's "fair share" etc. - it is difficult to get the numbers narrowed down and into categories.

Chairman Carmona: Echoes what the other Commissioners said regarding Ms. McCain's office and all other departments. It is an interesting time - everyone has been very flexible. Thank you to all

departments for working with the Comptroller's Office to keep things in line.

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

16. DISCUSSION ONLY (No Action): Second Quarter 2020-2021 Budget vs Actual overview for Storey County Water and Sewer Funds

Ms. McCain reported that Water and Sewer revenues are tracking as anticipated. As suggested by the auditor, USDA funds have been collected and stand out "brightly". It is easy to separate normal revenue from these funds.

Expenses are slightly over budget due to re-staffing and re-organization. Due to the changes, some augmentations were expected. They are working hard to ensure overages are not lowering the level of service. Rate increases will happen each year due to payback of USDA bonds.

17. RECESS TO CONVENE AS THE 474 FIRE PROTECTION DISTRICT BOARD

18. DISCUSSION ONLY (No Action): Second Quarter 2020-2021 Budget vs Actual overview for 474 Fire District

Ms. McCain: The Fire District is also trending positive. Operations are "front loaded" so this will level out over time and fall in-line with the budget. The District has spent conservatively. Salaries will be over budget due to the Union contract not signed and in effect until September 2020. It was a budget committee decision to keep "status quo" not knowing where Union negotiations would play out. The budget will be augmented, if necessary, at the end of the year. Chief Loncar has indicated he is prepared to move forward in a positive, conservative level to make this budget work.

Chief Loncar thanked Ms. McCain for all the help. There will be some funds coming back as reimbursement from a "Safer Grant" - this will be requested in the next few weeks.

Ms. McCain clarified, although funds from the Safer Grant are expected - this is a separate line-item and does not go into the wages and benefit budget, so an overage will still show in the wages.

Chairman Carmona and Commissioner Gilman thanked Ms. McCain for the great job and for working so well with Chief Loncar. Happy to see Chief Loncar trying to secure grants - the Fire Department needs some things as well as some spring cleaning.

Vice Chairman Mitchell: Thank you for keeping things in check.

19. DISCUSSION/POSSIBLE ACTION: Consideration and possible acceptance of exclusive franchise agreement from Storey County for the provision of ambulance services within the Storey County Fire Protection District.

Chief Loncar - As previously stated in this meeting, this is important to secure our future.

Mr. Loomis explained this Franchise Agreement takes two parties - since the County has already granted this (Agreement), it is up to the Fire District to accept.

Public Comment: None

Motion: I, Commissioner Mitchell move to accept the grant of exclusive Franchise from Storey County for the provision of ambulance services within the Storey County Fire Protection District, **Action:** Approve, **Moved by:** Vice Chairman Mitchell, **Seconded by:** Commissioner Gilman, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=3)

20. DISCUSSION/POSSIBLE ACTION: Update to Storey County Fire Protection District Policies and Procedures, Policy 065 - Leave for Coronavirus (COVID-19) Related Reasons.

Human Resources Director, Tobi Whitten: This is pretty much identical to the County policy approved by the Commissioners. Staff is recommending extension of certain Covid 19 emergency leave options provided under the Coronavirus Response Act. Recognizing the pandemic is on-going and there will continue to be Covid 19 related situations where employees of the District will need to have adequate leave necessary to isolate, recuperate, and avoid spreading the virus. This is an extension of the balance of any emergency-paid sick leave not used during calendar year 2020. The proposed expiration date is June 30, 2021.

Public Comment: None

Motion: Based on the recommendation by staff and in conformance with the Storey County Fire Protection District policies and procedures, I, Commissioner Mitchell, move to approve the amendments to Storey County Fire Protection District Policies and Procedures, 065 - Leave for Coronavirus (COVID-19) Related Reasons **Action:** Approve, **Moved by:** Vice Chairman Mitchell, **Seconded by:** Commissioner Gilman, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=3)

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

Motion: I move to take a five minute recess, **Action:** Approve, **Moved by:** Vice Chairman Mitchell, **Seconded by:** Commissioner Gilman, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=3)

Chairman Carmona called the meeting to order at 1:22 P.M.

22. DISCUSSION/POSSIBLE ACTION: Consideration of letters of interest for appointment of planning commissioners to serve a term representing Precinct 1 Virginia City District, Precinct 5 Virginia City Highlands District, and Storey County At-Large position on the Storey County Planning Commission.

Senior Planner Kathy Canfield reviewed the three openings on the Planning Commission:

- Precinct 1 received one letter of interest - review is pending, no recommendation today.
- At-large position, three letters were received:
 - Larry Prater
 - James Umbach
 - Gwynn Buck
- Precinct 5:
 - Summer Pellet
 - Mindy Dallas

Planning Staff interviewed the five applicants and were very impressed with everyone. Based on the interviews, information submitted, and knowledge of the applicants, Staff recommends Summer Pellet for Precinct 5 and Larry Prater for the At-large position. The decision is ultimately up to the (County) Board.

Public Comment: None

Commissioner Gilman: These are all great applicants - he is in line with the individuals identified. Larry (Prater) brings time and energy - no one has spent more time. He is encouraged by the number of applicants - it has been a long time since someone from Lockwood has been on the Commission. He does not think there is a bad choice - but there are options.

Vice-Chairman Mitchell: Pleased to see all the applicants and is impressed by the qualifications. In many ways this is a thankless job. They do the heavy lifting for us - delving into development issues that come before (this Board). He would like to discuss where we are at going forward.

Commissioner Gilman: From his position and his third term in the seat, this Planning Commission is critical to the over-all operation at our County Board, making our challenges less painful. They bring knowledge to the table after analyzing the applications brought to them. They are invaluable. Decision-making is much simpler and proper because of (the Planning Commission). These are great applicants. He supports Summer 100%.

Chairman Carmona: He is extremely pleased to the number of applicants and is glad to wait a little longer to see if anyone is looking to fill the position in Virginia City. Regarding the current

applicants, this is a tough decision that we must make. All bring something to the table. It is extremely important that Lockwood have representation. He hates to pass up on Gwynn or Larry, but it really comes down to that. There is a lot of growth in the Industrial Park. Lockwood is the closest community to the Park - that is what it comes down to. Summer brings a wealth of planning knowledge to the Highlands - she is vote for the Virginia City Highlands District. Based on his location, James (Umbach) would be his choice for the at-large position.

Commissioner Gilman supports this choice. Summer is valuable and he respects her seat. And Larry after so many years. He has always been in favor of expanding our interests into the various neighborhoods. Lockwood needs a "seat at the table", as well as Mark Twain. He supports Summer and James.

Vice Chairman Mitchell: Thinks these are great points and is happy with the recommendation.

Chairman Carmona noted Larry (Prater's) service since 1998. As stated, it is a thankless job doing much of the work, vetting companies - giving (the Board) recommendations. If we are going this route, he would like to see Larry receive a plaque commemorating his decades of service to the County. It's difficult being a volunteer - you give your time. The small stipend does not cover some of the decisions having to be made.

Motion: I, Commissioner Mitchell, move to re-appoint Summer Pellett to represent Precinct 5 on the Virginia City Highlands District, and to appoint James Umbach to represent Storey County at-large position on the Storey County Planning Commission; additionally, move that we instruct staff to prepare a proper thank you for Commissioner Prater for his many years of service, **Action:** Approve, **Moved by:** Vice Chairman Mitchell, **Seconded by:** Commissioner Gilman, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=3)

23. DISCUSSION/POSSIBLE ACTION: File 2021-01 Consideration and Possible Action of Grant of Easement to NV Energy for utilities within portions of the Union and L Street Rights-of-Way, Virginia City, Storey County, Nevada.

Senior Planner Kathy Canfield: This (request) is for an easement at Union and L Streets for NVEnergy right-of-way. There is an existing power pole on private property and (the owners) want to develop that property. The poles need to be moved, and by moving they need to go into public right-of-way, a more appropriate spot. NVEnergy does not have "blanket easement" type of use in Virginia City- so each request is taken case-by-case. Public Works has reviewed and has no issues. Staff recommends approval.

Public Comment: None

Motion: In accordance with the recommendation by staff, I, Commissioner Mitchell, move to approve grant of easement No. 2021-01 to NVEnergy for utilities location within a portion of Union Street and L Street rights-of-way, **Action:** Approve, **Moved by:** Vice Chairman Mitchell,

Seconded by: Commissioner Gilman, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=3)

24. DISCUSSION/POSSIBLE ACTION: First Reading of Bill 125, Ordinance 20-314, Text amendments to Storey County Code Title 17 Zoning Districts E Estate; F Forestry; and NR Natural Resources which include modifications and clarifications regarding the minimum floor area. Text amendments to the P Public Zone for modification and clarification of setbacks, and other properly related matters. Date of Second Reading will be February 2, 2021.

Ms. Canfield: This amendment item was taken out of Item 17 for additional updates when it was discussed previously. Working with the Planning Commission and County staff, this is the first reading for recommended changes for residence size, the proposal is:

- Minimum house size to be 401 square feet;
- That it will be allowed in the zoning districts that have a minimum 40 acre size;
- That it be a minimum 12 feet wide dimension on any side;
- That it be placed on permanent foundation;
- That it meets all building code requirements.

This amendment will be for Forestry Zone, Estate Zone (40 acres), or Natural Resource Zone. The minimum 12 foot wide was decided due to concern of having something too small that could be placed on the back of a truck and disappear. The Planning Commission felt the 12 foot-wide minimum would take care of this.

The second part modifies setbacks in the Public zone. Modifications were made in 2020 with the Title 17 update. They were not made to the Public Zone at that time so is being done now.

If approved, there is a change to Estate Zoning with addition of some of the numbers.

Public Comment: None

Vice Chairman Mitchell asked Ms. Canfield to clarify what it is she mentioned at the end- if it was something that needs to be addressed at this time or at the second reading.

Ms. Canfield: On the Estate Zone, there is a chart about the minimum floor area and front, rear, and side setbacks. Language is being changed on the E-40-VR - one of the roads on this chart. We also want to change the language for the E-40 roads to match the E-40-VR roads - this was not done on the chart.

Vice Chairman Mitchell said he supports the changes - this is a move in the right direction. Down the road, he would like a broader change to a lower minimum. This is a good first step. After we get a feeling for how well it is working - then we could bring it back to look at making the same change to some of the other zones.

Chair Carmona: While attending Planning Commission meetings, he was glad to see discussion taking place. This is a move in the right direction.

Ms. Canfield read the Title: This is the First reading of Bill 125, Ordinance 20-314, text amendments to Storey County Code Title 17 Zoning District E Estate, F Forestry, and NR Natural Resources which include modifications and clarifications regarding the minimum floor area. Text amendments to the P Public zone for modification and clarification of setbacks and other properly related matters. Date of the second reading will be February 2, 2021.

Motion: In accordance with the recommendation by staff and the Planning Commission, I, Commissioner Mitchell, move to approve the First Reading of Bill 125, Ordinance 20-314, Text amendments to Storey County Code Title 17 Zoning Districts E Estate; F Forestry; and NR Natural Resources which include modifications and clarifications regarding the minimum floor area, to include the modifications suggested by staff at this meeting. Text amendments to the P Public zone, for modification, clarification, and setbacks, and other properly related matters. Second reading will be February 2, 2021, **Action:** Approve, **Moved by:** Vice Chairman Mitchell, **Seconded by:** Commissioner Gilman, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=3)

25. PUBLIC COMMENT (No Action)

Vice Chairman Mitchell: Thanks again to all who applied for positions on the Planning Commission. He suggested if there are opportunities in the future to form "working groups" or ad hoc committees - that they be kept at the top of the list as their expertise may be useful to us.

26. ADJOURNMENT of all active and recessed Boards on the Agenda

The meeting was adjourned by the call of the Chair at 11:50 AM.

Respectfully submitted,

By: _____
Vanessa Stephens Clerk-Treasurer