



STOREY COUNTY BOARD OF COUNTY COMMISSIONERS MEETING

2/1/2022 10:00 A.M.

800 S. C 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 Jay Carmona, Vice-Chairman Clay Mitchell, Commissioner Lance Gilman, County Manager Austin Osborne, Clerk/Treasurer Vanessa Stephens, Sheriff Antinoro, Recorder Marney Hansen-Martinez, Communications Manager Becky Parsons, Tourism Director Deny Dotson, Tim Shropshire IT, Assessor Jana Seddon, Fire Chief Jeremy Loncar, Deputy District Attorney Keith Loomis, Project Manager Mike Northan, Water/Sewer Project Manager Mike Nevin, Community Development Director Pete Renaud, Human Resources Director Tobi Whitten, Community Chest Director Erik Schoen, Emergency Management Director Lara Mather, Judge Eileen Herrington, Senior Center Director Stacey York

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

Meeting was called to order by Chairman Carmona at 10:01 A.M.

2. PLEDGE OF ALLEGIANCE

Commissioner Carmona led those present in the Pledge of Allegiance.

3. DISCUSSION/FOR POSSIBLE ACTION: Consideration and possible approval of the Agenda for February 1, 2022

Public Comment: None

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

4. DISCUSSION/FOR POSSIBLE ACTION: Consideration and possible approval of the Minutes for December 7, 2021.

Public Comment: None

Motion: I, Commissioner Mitchell, move to approve the Minutes for December 7, 2021, **Action:** Approve, **Moved by:** Vice Chairman Mitchell, **Seconded by:** Commissioner Gilman, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=3)

5. DISCUSSION/FOR POSSIBLE ACTION: Consideration and possible approval of the Amended Minutes for March 16, 2021.

Public Comment: None

Motion: I, Commissioner Mitchell, move to approve the Amended Minutes for March 16, 2021, **Action:** Approve, **Moved by:** Vice Chairman Mitchell, **Seconded by:** Commissioner Gilman, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=3)

6. CONSENT AGENDA

- I. Consideration and possible action, approval of business license first readings:
- A. A W Farrell & Son, Inc. - Contractor/3649 Lakeshore Dr. East - Dunkirk, NY
 - B. Get Trash'd Removal Service - Home Business/2569 Cartwright Rd. - Reno, NV
 - C. Lobo Roofing, Inc. - Contractor/422 13th St., Sparks, NV
 - D. Michels Construction, Inc. - Contractor/817 Main St. - Brownsville, WI
 - E. Victory Woodworks, Inc. - Contractor/340 Kresge Ln. - Sparks, NV

II. Approval of claims in the amount of \$3,147,570.21.

Public Comment: None

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

7. PUBLIC COMMENT (No Action) None

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

Mike Northan, Project Coordinator:

- The Letter of Permission was received from SHPO for the Courthouse paver project. The contract is with the contractor for review. Signatures should come soon as well as a schedule and start date. Courthouse personnel will be notified as soon as possible regarding the start date. Only the front entrance and parking in front of the Courthouse will be affected.
- Station 72 Community Center and apparatus building: Plans received did not incorporate the new apparatus building because the existing backup generator was insufficient to carry the station quarters and the new building. They are working on a generator set that will solve the problem. They may run into very long lead times for the generator. They may have answers by the end of the week.
- Lockwood Tower Road and retaining wall repair: 100% plans are set, an invitation bid is being put together, and documents readied for publication - to go out next week.

Chairman Carmona asked if he had any idea on how long we will be pushed out on the VC Highlands Community Center.

Mr. Northan: The generator he is looking at - depending on brand - is between 24 and 48 weeks. There could be a substantial delay. A question: Do we want to go ahead and proceed with construction - get the building up, and deal with the generator when it comes in? These are details they are trying to "iron out" so they can move forward as rapidly as possible.

Chairman Carmona: 40 weeks is "pretty heavy" - you know where his vote is. Thank you for the update.

Lara Mather, Emergency Management Director:

- Hand sanitizer dispensers along C Street have been re-filled. Some that were not working have been replaced.
 - Businesses are reminded that if they need hand sanitizer, wipes, hand sanitizer stations refilled, or anything like that for their business - call Community Relations at 847-0986. They will deliver whatever is needed.
 - Covid 19 numbers have spiked significantly - putting us back under stricter mask mandate. For information - gethealthycarsoncity.org Carson City Health & Human Services keeps the website up to date with State information and mandates, and CDC information. Or call the Quad County hotline, 775- 434-1988 - Monday thru Friday, 8:30 AM-4:30 PM, closed 12 to 1pm for lunch.
 - Update on Community Project Grants. Two project grants were received for each of three areas of the community - four approved, two were not.
 - The Highlands Community Center will be getting 60 chairs. We're working with a contractor on a community walking trail.
 - Virginia City area: The Comstock Cemetery Foundation will be installing an erosion drainage system on some of the walking trails.
 - E Clampus Vitus received approval for a monument to hold the American Flats plaque. They are looking for the best location for the monument/plaque.
 - Two great projects submitted for the Lockwood area were way over \$10,000.
 1. The "dog park" project - currently with the price and supplies -was substantially over the \$10,000 grant limit. However, it is included in the Capital Improvement Plan and the county will be working on it in the future.
 2. Safety guard rail project on a side street. This was also a significant cost.
- The County was looking at projects that were really for the community as a whole. These two groups have been advised that, although these are great projects - whether or not they are cost prohibitive, they will not be approved this year. We plan on working with each community when the grant applications open again.

Commissioner Gilman: On the covid report - with the cases in the County, do we track hospitalizations? Have they gone up and have we lost any residents? Is it just reporting somebody got Covid?

Ms. Mather: Primarily just reporting the numbers. She has not received notification of the loss of any community member. There's a "lag-time" in being notified if someone does pass. She does not believe hospitalizations have increased at all. The trend with the Omicron variant is that hospitalizations tend to be fewer than Delta.

Deny Dotson, Tourism Director:

- They are getting a lot of interest in bookings of facilities - including the Freight Depot potentially for the end of summer. The fairgrounds and Pipers are also very popular.
- Several significant groups and conferences are coming throughout the year. However, the State's "Rural Roundup" was cancelled for the third time - a Covid-related decision.

Jana Seddon, Assessor:

- Appraisal appeals are closed for this year. Only one was received.

Marney Hansen-Martinez, Recorder:

- Search features in the Recorder's Office have changed. Searches on the Historical Index can now be done on-line on the Recorder's website.
- They are working on releasing official records from 1859 through 1974. That should be done soon.

Tim Shropshire, IT Department:

- The Wastewater Tower Project - They were able to get a crane on site and the tower was fully assembled last week. The next step is getting an outdoor network cabinet and getting power at that location. Once that is complete, we will be able to bring the site on-line.

Chairman Carmona congratulated Pete Renaud as the new Community Development Director.

Pete Renaud, Community Development Director:

- Thanked Chairman Carmona and everyone who sent emails. He appreciates all the support from all of the other Directors who helped to make Community Development "shine".

Commissioner Gilman agrees with Pete that the community is "shining". Kudos to him - feedback from projects he has been involved in were very complimentary.

Vice Chairman Mitchell echoes the same sentiment and looks forward to working with Mr. Renaud.

Stacey York, Senior Center Director:

- Covid vaccination dates at the Virginia City Senior Center: February 1st, March 1st, March 29th, and April 26th - all 3PM to 4PM. All vaccines are offered - 1st, 2nd, and boosters. Walk-ins only - no appointments.
- She has been working on the Food Pantry at the three sites. All three are partnered with the Food Bank of Nevada and are receiving a lot of healthy food. They are serving about 150 families in the County.

Judge Eileen Herrington:

- Attended a Judicial Conference last week. There were a lot of discussions related to Legislative changes.

Austin Osborne, County Manager:

- Congratulations to Pete Renaud - he's doing a great job. This will open the door to post for an Economic Development Officer.

- James Deane, IT Director, is doing well and working remotely.

9. BOARD COMMENT (No Action - No Public Comment): None

10. DISCUSSION/FOR POSSIBLE ACTION: Discussion and consideration of approval of FY2022-2030 Storey County Capital Improvement Plan (CIP) including facilities and infrastructure, plans and studies, and equipment and vehicles.

County Manager Osborne said work on the Capital Improvement Plan has been ongoing for some time. Comments have come from community Town Hall meetings, Planning Commission workshops, as well as residents and businesses. The CIP has been on the webpage for public comment and review. This is a plan - not a budget. It is a guideline that the budget will be built from each year. It is very detailed and expected to be consistent through year 2030. Items will be adjusted as funds are known and anticipated revenues come in.

Mr. Osborne reviewed amendments to the draft. Most items from 2022 are moved to 2023 - including: Water, the VC water tank lining, 5 Mile reservoir security, bike path from Gold Hill to Virginia City, and the Comptroller's (Office) stairs. Amounts are unchanged.

Remaining in 2022: Lockwood Tower Road, Courthouse sidewalk repair, and the Highlands firebay - the precursor to a Highlands community center down the road.

In 2026, under the CIP, the amount \$10,000,624 is actually \$10,824,500.

The CIP shows Station 71 building rehabilitation to be in 2025 - Fire shows 2023-24. It is suggested to move the County's to match the Fire Chief. He indicates he will seek grant money for that expenditure - this can be adjusted next year if needed. The Fire Chief will work on design this year.

Roads CIP is included for reference. This has already been approved by the Board and includes maintenance of roads not already on the list put together by Farr West Engineering. There are no changes.

Public Comment:

Mitch Andreni, Manager - Canyon General Improvement District: Thank you. He sees a lot of projects for Lockwood included in the CIP. He does not think people there realize - but he has spread the word and the people there appreciate it. A lot of the roads are really needed projects. He and Mr. Osborne do communicate, and he appreciates that the projects are in the plan.

Commissioner Gilman: Mr. Osborne and all the departments have done a wonderful job. The preliminary Capital Improvement Plan is very important. This is a wonderful starting point. He feels we are being very conservative with the CIP. He suggests we think a lot bigger. Tesla itself is going to give (the County) so much more revenue than what is projected. His take is, in the next 5 to 7 years, there will be an incredible amount of County revenue. Just looking at the revenue we're going to get from Tesla in the next couple of years. He believes there is great deal more revenue stream and believes this will be very attractive to all communities around us. It's been 100 years that our county has sat so long, and the residents have been very patient. He thinks (the County) should be thinking about next steps - have staff look at what are the projected revenues within the next 2 or 3

years - or 10 years. Looking at Tesla and Panasonic - they're growing. We have tremendous opportunity. There's a new nano-tech company coming in. Google hasn't even started its campus yet. Blockchains is just now getting started.

Commissioner Gilman believes revenue streams that are absolutely probable for Storey County, far exceed the present program needed for expenditures. No criticism - he loves the direction taken but believes we must take much "bigger steps".

Vice Chairman Mitchell: Thanks for the work that has gone into this. He sees the path forward, if this plan is adopted, is to look at how we're able to accelerate some of the things projected out to 2028, 2029, 2030 and get those into place more quickly as revenues allow. They're farther out in the plan as there are some unknowns at this point and what revenues are going to look like. We need to keep an eye on construction costs which have "spiked up". Hopefully they will come back down. We are looking at how to accelerate those things up as opportunities allow. It is important to have this plan to identify the needs of the County and work towards those.

Kris Thompson, Project Manager, Tahoe Reno Industrial Center: An idea, based on the numbers projected by GOED starting in 2024-2025 from (inaudible) alone, he thinks the County would be able to afford construction and equipping of a new County administration building. The County has been working out of the Courthouse forever. With the kind of companies here, the County, the Commissioners, and staff, deserve a state-of-the-art county administration building. It would be great to see the greatest technology that is out there. He thinks it would be possible before the end of this decade. He's sure the judiciary would be happy to get their courthouse back.

Mr. Osborne: We can look at the possibility of a new building - that would not be an issue. We are collaborating with the School District. If they end up with their capital improvement plan going as they hope - consolidating schools at the bottom of the hill - we will end up with those two schools. They can be retrofitted as County administrative offices, Commission chambers, meeting rooms, and other things. That would be "plan A". We are working with the School District and hope they are able to get their projects going. If that doesn't work, this Capital Improvement Plan can be re-visited for potential development of a separate County administrative complex.

Chairman Carmona thanked staff and County Manager Osborne for their work. They have covered as many bases as possible while still being conservative - which he appreciates.

Motion: I, Commissioner Mitchell, move approve to approve the fiscal year FY2022-2030 Storey County Capital Improvement Plan (CIP) including facilities and infrastructure, plans and studies, and equipment and vehicles, **Action:** Approve, **Moved by:** Vice Chairman Mitchell, **Seconded by:** Commissioner Gilman, **Vote:** Motion carried by unanimous vote, (**Summary:** Yes=3)

11. DISCUSSION/POSSIBLE ACTION: Consideration and possible approval of Storey County's Plan of Correction Action in response to the Schedule of Findings and Responses on pages 98-99 in the Storey County Financial Audit fiscal year ending June 30, 2021.

Jennifer McCain, Comptroller: Before the Board is a letter from the Nevada Department of Taxation responding to the findings of our auditor in the 20-21 audit. Every year the Comptroller writes a

letter to Taxation on whether or not the findings are agreed to, and what will be done to correct the item. This letter needs to be approved by the Commission and signed by the members present. The findings were on the closing and reporting of audit adjustments, the auditor would like to see more monthly close of funds and accounts. Also, better close with the cash reconciliation and bank accounts between the Clerk's and Comptroller's offices.

The letter states, with staffing constraints, monthly closing at this time is a little difficult. They have started giving quarterly reports to the Commission on all funds and departments including revenues and expenses. Also, another monthly procedure they would like to start is the Comptroller's Office working closely with the Clerk/Treasurer's Office in cash reconciliation. These are recommendations we agree with and continue to move forward to rectify these matters. This fiscal year we will have these rectified and they will not show up as a finding.

Finding 2, was report preparation. Joe Costanza, outside auditor, explained to (the Board) that, in a county our size, it is normal for the auditor to complete the actual financial statements while reviewing all our financial information. Due to staff and time constraints, doing this "in-house" is difficult. We are moving forward with the Tyler CAFR Module which will help create financial statements. She does not see this happening this year and hopefully next year we will be able to produce our own CAFR- and does not feel, at this time, that would eliminate having the outside auditor also do the work. She foresees doing both procedures at once - for at least a couple of years - to be sure it's being done properly.

Public Comment: None

Commissioner Gilman: Believes Jennifer, and staff, are doing a great job. He agrees with a conservative approach - especially increasing the size of our departments and the number of people we have. We are "light years" ahead of other counties with our quarterly reviews and line-item budgeting. He is not sure Storey County has been given proper credit for how close the County manages our funds. The comments from the auditors are appreciated. Our county has chosen to be conservative in approach and expansion. He appreciates Ms. McCain, and crew, for doing just that. He has total confidence in her.

Vice Chairman Mitchell: He is very comfortable with this as a proposed plan of action.

Chairman Carmona: As am I.

Motion: I, Commissioner Mitchell, move to approve the Storey County Plan of Correction Action in response to the Schedule of Findings and Responses on pages 98-99 of the Storey County Financial Audit fiscal year ending June 30, 2021, **Action:** Approve, **Moved by:** Vice Chairman Mitchell, **Seconded by:** Commissioner Gilman, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=3)

12. RECESS TO CONVENE AS THE STOREY COUNTY FIRE PROTECTION DISTRICT BOARD

13. DISCUSSION/POSSIBLE ACTION: Discussion and consideration of approval of FY2022-2028 Storey County Fire Protection District Capital Improvement Plan (CIP) including facilities and infrastructure, plans and studies, and equipment and vehicles.

Fire Chief Loncar: A lot of time was put in to evaluating where we are and where we want to be. There are some big items and hopefully they can find the funding. He agrees that it would be nice to have numbers, realize what is obtainable in what year, and better define priorities. There has been minimal change to this (CIP) since last presented. There was a lot of input from staff, and they are very excited. Outlined is what they want and what they can afford now. In the future, hopefully, they get a "truck load" of money coming in to build a bigger, better Fire District for the community.

Public Comment: None

Commissioner Gilman: Thinks this is a great first step and suggests, when we can actually project the kind of numbers, he believes we are going to see coming into funds, that we are going to get to a point where we think much bigger. He appreciates the conservative, everything we've had - but suggests that a "tsunami" of cash is coming to this county. We must get ahead of that revenue because others are looking to reach their hand into our "chip pile" and will want to take as much as they can justify. We must justify our use. Let's identify what's coming and get "our arms around it" and he suggests we "think big". Thank you Jeremy - nice start.

Vice Chairman Mitchell feels it is a good plan and well laid out. It balances good, conservative projections with steady growth.

Chairman Carmona: Couldn't agree more. Like the other CIP, he knows a lot of work has been put into this and it's on point.

Motion: I, Fire Commissioner Mitchell, move to FY2022-2028 Storey County Fire Protection District Capital Improvement Plan (CIP) including facilities and infrastructure, plans and studies, and equipment and vehicles, **Action:** Approve, **Moved by:** Vice Chairman Mitchell, **Seconded by:** Commissioner Gilman, **Vote:** Motion carried by unanimous vote, (**Summary:** Yes=3

14. DISCUSSION/POSSIBLE ACTION: Consideration and possible approval of an Interlocal Contract between the Nevada Department of Public Safety, State Fire Marshal Division, and the Storey County Fire Protection District to perform fire code enforcement and fire investigations within Storey County and authorize the district fire chief to sign.

Fire Chief Loncar: Generally, the State Fire Marshal comes to do this. As a county, we have elected to do this ourselves and have maintained a contract with the County. Since fire prevention migrated back to the Fire District, this document needed to be renewed. It expired in July. There is no existing agreement - this puts back the agreement with the State for us to carry on those duties.

Public Comment: None

Commissioner Gilman: Believes we need to move forward on this contract - thank you for bringing it to our attention.

Vice Chairman Mitchell: To understand what this is doing - this agreement is putting us "in the driver's seat" as far as fire prevention. In other words, by default that would fall with the State, but this is putting it "back in our lap".

Fire Chief Loncar: That's correct. This basically keeps us in control of our inspections, fire investigations - everything in the County. We would be in the "driver's seat". That doesn't mean we cannot utilize the State Fire Marshal's Office if we specifically need assistance.

Motion: I, Fire Commissioner Mitchell, move to approve the Interlocal Contract between the Nevada Department of Public Safety, State Fire Marshal Division and the Storey County Fire Protection District to perform fire code enforcement and fire investigations within Storey County and authorize the district fire chief to sign, **Action:** Approve, **Moved by:** Vice Chairman Mitchell, **Seconded by:** Commissioner Gilman, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=3

15. ADJOURN TO RECONVENE AS THE STOREY COUNTY BOARD OF COUNTY COMMISSIONERS

16. DISCUSSION/POSSIBLE ACTION: Consideration and possible action, Business License Second Readings:

- A. A La Parilla Latin Food - Food Truck/ 8071 Monterey Shores Rd., Reno, NV
- B. Silver State Barricade & Sign - Out of County/ 1997 Glendale Ave., Sparks, NV
- C. Walker River Mechanical Corp - Contractor/ 12 State Route 208, Yerington, NV

Public Comment: None

Motion: I, Commissioner Mitchell, move approve to approve second reading of business licenses A. through C., **Action:** Approve, **Moved by:** Vice Chairman Mitchell, **Seconded by:** Commissioner Gilman, **Vote:** Motion carried by unanimous vote, **(Summary:** Yes=3)

17. PUBLIC COMMENT (No Action)

Mitch Andreni: Thank you to the County for some simple things that have improved life down there. Such as the dump vouchers. They made the office busier but have really helped in cleaning up areas - there have always been certain areas that were "eyesores" full of junk. With the dump passes given out, there are several residents helping others - the elderly and handicapped - to get rid of stuff. It has really helped, including in Lockwood. They appreciate it. Also, the senior discount for trash removal. You guys have been very prompt in paying - reimbursing this, it is appreciated - it is substantial. They get about a \$6 a month discount and are very appreciative.

Chairman Carmona: Good to hear - often we don't get to hear feedback. Glad to hear they're being used and that it's beneficial to the community.

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

Chairman Carmona adjourned the meeting at 11:08 AM

Respectfully submitted,

By: _____
Doreayne Nevin Clerk-Treasurer