



STOREY COUNTY BOARD OF COUNTY COMMISSIONERS MEETING

4/19/2022 10:00 A.M.

800 S. C Street, Virginia City, Nevada

MEETING MINUTES

JAY CARMONA
CHAIRMAN
ATTORNEY

ANNE LANGER
DISTRICT

CLAY MITCHELL
VICE-CHAIRMAN

LANCE GILMAN
COMMISSIONER

DOREAYNE NEVIN
CLERK-TREASURER

Roll Call: Chairman Jay Carmona, Vice-Chairman Clay Mitchell, Commissioner Lance Gilman, County Manager Austin Osborne, Clerk/Treasurer Doreayne Nevin, Deputy District Attorney Keith Loomis, IT Director James Deane, Communications Director Becky Parsons, Comptroller Jennifer McCain, Sheriff Gerald Antinoro, Project Coordinator Mike Northan, Fire Chief Jeremy Loncar, Public Works Director Jason Wiezrbicki, Interim HR Director Jeanne Greene, Community Development Director Pete Renaud, Senior Planner Kathy Canfield, Emergency Management Director Lara Mather, Recorder Marney Hansen, Community Relations Coordinator Honey Tapley, Assessor Jana Seddon, Community Chest Director Erik Schoen, VCTC Interim Director Linda Ritter, VCTC Event & Business Development Manager Leah Kruse, Storey County Senior Center Director Stacy York, Court Administrator for First Judicial District Court Max Cortez, Dan Randles, State Department of Water Resources, Mark Twain resident Tom Zachry, POOL/PACT CFO Alan Kalt, Risk Manager Marshall Smith, and Risk Manager Jarrod Hickman, Kevin Monaghan, LP insurance broker. Highlands resident Gary Mack, Lisa Taylor, UNR extension educator Lisa Taylor, Living With Fire Chairman Jamie Reuss Gones.

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

Meeting was called to order by Chairman Carmona at 10:03 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 April 19, 2022.

County Manager Osborne requested Item No. 31 be moved to after Item 10. Also, Closed Session is not anticipated to be heard today

Public Comment: None

Motion: I, Commissioner Mitchell, move to approve today's Agenda with noted changes, Seconded
by: Commissioner Gilman, **Vote:** Motion carried by unanimous vote.

4. CONSENT AGENDA

- I For possible action, approval of business license first readings:
 - A. Bighorn Fence LLC - Contractor / 23600 Tinhorn Rd ~ Reno, NV
 - B. BrandSafway Services LLC - Contractor / 535 Walt Dr. Ste A ~ Fairfield, CA
 - C. ENG BIM Company LLC - Out of County / 1931 Newport Blvd ~ Mesa, CA
 - D. Larry's Gourmet Coffee House LLC - General 145 S. C St. Ste B ~ Virginia City, NV
 - E. MKD Construction, Inc. - Contractor / 20 Stokes Dr. ~ Mound House, NV
 - F. Pokrajac Corporation - Contractor / 49 Industrial Pkwy ~ Mound House, NV
 - G. SX VC, LLC - General / 5 N. C St. ~ Virginia City, NV
 - H. Tesla, Inc. -General / 550 Milan ~ McCarran, NV
- II Consideration and possible approval of the Justice Court Quarterly Report.

Public Comment: None

Motion: I, Commissioner Mitchell, move to approve today's Consent Agenda as presented/
Seconded by: Commissioner Gilman. **Vote:** Motion carried by unanimous vote.

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

Sheriff Antinoro:

- Longtime Lockwood resident, Elsie Cook, recently passed away. Condolences to her family.
- Some people may have received a letter regarding purchase of alcohol if they have a liquor license. There have been questions about it. They are working with the Department of Taxation and District Attorney's Office. They got to the bottom of the requirements and rather than do a big sweep, we take it as an educational opportunity. A letter was sent to all license holders as to how they need to interact with their liquor license and purchase alcohol.
- He, along with Chairman Carmona, will participate in the (annual) "jump in" to Lake Tahoe in support of Special Olympics.

Jason Wierzbicki, Public Works Director:

- Six Mile Canyon Road will be closed on May 2nd, approximately 10 AM to 3:30PM, for road striping. Lousetown Road will be closed that same day.
- The Board previously approved \$22,500 for the striping. It will be an additional \$2,400 to make a "double" yellow on Lousetown. The work will be done the same day, consecutively - not at the same time. Lousetown will be after Six Mile.

Mike Northan, Operations/Project Coordinator:

- V&T Freight Depot:
 - A lot of junk has been moved out in the last two weeks from the property and building.
 - Electrical panels have been cleared and cleaned up.
 - All old cords and frayed wiring have been removed and/or de-energized. Additional interior lighting has been installed.
 - Up-coming work: removal of old overhead wire running over to Sutton Street; relocation of exit signs. Construction of temporary guard-rails, exit stairs, wheelchair ramps - all approved by the Comstock Historical District until there is an approved plan for permanent alterations.

- We are getting quotes for specialty cleaning of the freight masters office and the main area, with an eye toward preserving/protecting graffiti that is from 1880 to 1940.
- On track to have the work done, fence removed, and site cleared of all vegetation by early June.
- Lockwood Tower Road:
 - All assets are in place, contractor is mobilized. The contract is on this agenda for approval - work can begin as early as this week. This is a popular project in Lockwood. He looks forward to getting it going and completed by June 30th.
- Courthouse Pavers Project:
 - 100% of the blocks have been removed.
 - Working with the contractor on the sub-base materials and layer thickness that will provide the best finished product in the blocks ability and resistance to settling.
 - Working closely with SHPO on the surface treatment for the blocks, to plane those down to a flat walking surface.
 - During this work, Public Works installed new water and sewer lines from B Street into the interior of the (Courthouse) building.
- Virginia City Highlands Fire Station:
 - Plans, specifications, and invitation to bid have been published. Bids are actively being sought. Bid packet is available by registering with the project coordinator. Contact Mr. Northan.

Becky Parsons, Communications Director:

- "Text to 911" is up-and-running. More information is on-line at FCC Text to 911. There is a lot that goes on with this - she suggests reading it. Calls to 911 are preferred where they can get more information. However, they are available for text.

Lara Mather, Emergency Management Director:

- The period of March 22nd - April 3rd, the County had no formal report of new Covid 19 cases. People have access to home tests and those with less severe symptoms don't test for it.
- Reminder: Any questions, comments, or concerns - contact Gethealthycarsoncity.org This website is still very active with information - where to get tested, vaccinated, or any questions.

Honey Tapley, Community Relations:

- Reminder - Storey County has partnered with Northern Nevada governments to promote the Nevada Speed Test - an element of the Western Nevada Broadband initiative - a coalition of local governments, all members of Western Nevada Development District. This project will bring reliable broadband services to un-served and under-served homes and businesses. Go to www.nevadaspeedtest.org This can be done many times - they are trying to get a good gauge of how internet reliability and connectivity is in the region. The link is on the (County) website. WNDD encourages people to continually test the system so they can get a good reliable database for the broadband services that will be coming out. The only information provided is the address - no personal information.

Linda Ritter, Interim VCTC Director:

- Update on occupancy rates/transient taxes in Virginia City, which is very positive:
 1. Between February 2019 and this year, taxes coming in have gone up 180%- just in Virginia City. Occupancy rates have increased by 80% - a steep climb.

Leah Kruse, VCTC Event & Business Development Manager:

- In events past, father daughter day is continuing to grow. 410 this year, 460 last year.
- VCGP - April 30-May 1. C St. closed from 8 a.m. to 11 a.m between Sutton and Taylor

- Chili on the Comstock, 39th annual May 21-22 - 20 cooks signed up.
- Piper's - May 6-8 and May 13-15 tickets for new play.
- Renting out all facilities. Gold hill Depot and Fairgrounds.

Erik Schoen

- Thanked James Deane and the IT team for helping to run the microwave Storey County internet to the Community Center and get it up and running. We have faster service than we have ever had before. I think the plan is to bounce off our building and give the Storey County Senior Center and the Swimming Pool the same kind of access we have.

Stacy York

- Thanked. Tomorrow, 1-3 at the VC center, dog nail trimming event
- Covid vaccine Tuesday April 26 from 3-4

Dore Nevin

- Reminded voters that 2022 election season is here and that they make sure election information is up to date and correct. State will mail ballots out in May. Access it at the registertovote.nv.gov.

6. BOARD COMMENT (No Action - No Public Comment) :

Commission Chairman Carmona mentioned fire department had a meeting this past weekend. Defensible space, insurance for the home. He would have liked to have seen more people at the meeting. Had about 20 attendees.

7. PUBLIC COMMENT (No Action) None.

8. DISCUSSION/FOR POSSIBLE ACTION : Consideration and possible approval of the Intrastate Interlocal contract beginning fiscal year 2023 to fiscal year 2026 between the State of Nevada acting by and through its Department of Health and Human Services, Division of Welfare and Supportive Services, the First Judicial District Court, Storey County and Carson City and the proposed budgets for reimbursement from the State Child Support Enforcement Program in the amount of \$34,782 for FY 2023 and \$35,181 for FY 2024.

Max Cortez, court administrator for First Judicial District Court, reported that the contract was created in 2007. In 2006, Storey County, Carson City had a contract that paid for a hearing officer to travel to each county to perform child support hearings. When Judge Russell was elected, and complaints were that child support was late, hearings weren't fast enough. Rather than go to each county, cases are heard one time per week in Carson City. Staff is reimbursed, Carson City provides employees, and hearing officers, and residents don't have to travel. There is no cost to Carson City and Virginia City. It is required that this information be provided to the state every year, and that this contract be completed every four years, along with providing the state with estimate on how much time it is going to take the hearing officers.

Motion: I, Commissioner Mitchell, move to approve the Intrastate Interlocal contract beginning fiscal year 2023 to fiscal year 2026 between the State of Nevada acting by and through its Department of Health and Human Services, Division of Welfare and Supportive Services, the First Judicial District Court, Storey County and Carson City and the proposed budgets for reimbursement from the State Child Support Enforcement Program in the amount of \$34,782 for FY 2023 and \$35,181 for FY 2024.

Seconded by: Commissioner Gilman **Vote:** Motion carried by unanimous vote.

9. DISCUSSION/FOR POSSIBLE ACTION: Discussion and possible approval to determination that cost of collecting Water Basin fees by imposing an assessment on all properties within the water

basin is more than revenue expected to be obtained and therefore that the water basin assessments in the amount of \$14,400.00 may be appropriated from the general fund.

Assistant District Attorney Keith Loomis said this was continued from the last meeting. He introduced Dan Randles from the State Department of Water Resources. Mr. Randles said the two basins in question, Dayton Valley, and Tracy Segment both are shared with other counties and have seen considerable growth over the years. His office oversees managing the basins. He said he sent a letter to Mr. Loomis that spelled out what we were doing with that \$14,000; that this collection is from the basins directly and the people who live in those areas. The Department of Taxation recommended it be done as a flat rate. But the NRS, a couple of years ago, decided that counties can do that out of a general fund, if it makes more. That is out of NRS 534.040 section 2. The one assessment to Storey County of \$2,400 for Dayton Valley, that is only a portion. Most of that basin collection is to Lyon County. Carson City gets assessed the same as Storey County. Lyon gets assessed more. The money that is collected is used in those basins. This is directly related to your county and those basins. Money is staying here to protect your resources. Tracy Segment is different. Storey County is assessed about \$12,000, about double what it is in Washoe County, most of the rights, though, is due to TRIC. We are looking at connectivity, are they having any impact to the Truckee River, or any impact to people's wells that are in place. The staff does get paid out of these funds, that is where most of the money is going, operating costs. We are doing monitoring, inventories, inventory for us means we are going out and checking all the wells that have permits with my office and seeing how much they are pumping on a year-to-year basis. We must evaluate how things are affecting the basin. Commissioner Mitchell asked how many basins in whole or in part involve Storey County. Mr. Randles said Storey County was one of the smaller areas; that Churchill might impact, but if we didn't find any water rights that cross over into Storey, we are not sending assessments. Other basins touch very small portions. Mr. Mitchell asked if all basins in Nevada were supervised. Mr. Randles said all 256 basins and sub-basins are managed, but not all are designated by the State Engineer's Office. Assessments are collected in about 100 basins; there are about 140 designated basins. Some are in heavily populated areas, where assessments are significantly higher. All money that gets collected here, stays here. These basins are considered non-agricultural uses. Mr. Randles said the Dayton Valley and Tracy Segment basins have seen a significant increase in the past few years. The cost went from \$1,000 to \$1,400, but the cost of living has gone up. The assessments provide about one-fourth of office revenues. Wages are going up. We looked at the breakdown, roughly \$2 per parcel, and it could go to \$4. It is a special assessment, it's not a tax. Mr. Mitchell said he was supportive of paying this from the general fund as staff has said it is probably more work to put it on as a special assessment.

Commission Chairman Carmona asked if Randles' office worked with USGS. Mr. Randles said yes, as well as other agencies, and add their data to the State Engineer's reports.

Public Comment: Mark Twain resident Tom Zachry asked about the ratio between water rights and actual water and asked if the basins that impact Storey County are overallocated. Mr. Randles said both basins are over-appropriated. The estimated amount of perennial yield, or the amount coming from rainfall and snowfall, estimated by USGS and my office, they are a little bit old now, from the 1960s, 1970s, or 1980s. They established the number as far as the accounting of water, and that number, in both these basins, has been allocated fully. But one other thing that is helping us is that not everyone is fully pumping their allocated amounts. In some cases, some people are fully using their amounts and we are trying to stay on top of over-pumping. A lot of that is coming through those inventory reports, that is partly to manage the basin and partly to protect other water right users, or anybody else with a well in the area. I hope that answers your questions. Mr. Zachry said he is probably the only one in the room who was here when the (Virginia City) Highlands subdivision was approved. The hydrologist for the developer said you could never expect that everyone would fully

use their water rights. Once you give those water rights, those people can fully use them, so if you continue giving water rights, you are not only hurting the new people that come along, that might need that water, but you are also hurting the people who have been here for 50 years or more. Mr. Randles said that water law in the state is based on first-in-time, first-in-right, the prior appropriation doctrine. We would go to the first person, and they could get theirs, but the last person in, we would ask them to start pulling back; curtailments. We would look at who was in after that perennial yield number was met. A lot of times those numbers were set from the 60s and 70s, before we had a real understanding of how much water was in the basin and how much was being utilized. Now we are at a point where we are managing those, and we can see that it is over-appropriated but being a designated basin, we do have things in place that we can ask people to cut back. Our goal is to never cut anybody off. And there has been some NRS adopted to do that for domestic wells. We can ask people to cut back or start to scale back their usage.

Motion: Vice-Chairman Mitchell moved to make the determination that the cost of collecting the water basin assessments as greater than the revenue that would be received and thereby move to appropriate the water basin in the amount of \$14,400 from the county general fund and authorize the County Clerk to sign the certificate that the funds have been received in accordance with NRS 354.040. **Seconded by:** Commissioner Gilman **Vote:** Motion carried by unanimous vote.

10. DISCUSSION ONLY/ NO POSSIBLE ACTION: Presentation Member Valuation and Performance Review by Nevada Public Agency Insurance Pool (POOL) and Public Agency Compensation Trust (PACT) "POOL/PACT" to include programs/services available to and used by the county; how Storey County's coverage limits and allocations are determined; and workers' compensation, property, and general liability claim summary

Alan Kalt, Chief Financial Officer, Marshall Smith, risk manager, and Jarrod Hickman, also with risk management, gave a presentation on Pool/Pact. Mr. Kalt said Storey County was one of the founding members. It is a member-governed, member-served organization. The workers comp program was set up to save money, because at that time the state of Nevada was balancing its program on the backs of local governments. Being a member consortium of cities, counties, school districts, and those type of things allows us to be reactive to the needs of the members. Mr. Kalt then played a video that talked about what the organization offered.

Mr. Smith listed services offered, including, providing audits, assessments of facilities including the swimming pool, jail, and road operations, particularly those which pose a high risk. State-of-the-art training for fire and EMS. A cardiac wellness program, with an emphasis on firefighters and law enforcement. Human resources utilized training to minimize employment liability. There is a risk management grant program where members pay 25 percent of the grant, and each member is entitled to 5 grants per year. One thing the grant could be used for is training costs.

Mr. Kalt said the six layers of risk management were Loss Control, Human Resources, Cybersecurity and IT Services, Law Enforcement, Health and Safety and E-learning.

Storey County utilizes E-learning very well, especially Human Resources. Cybersecurity and cybercrime are considered top risk. Work on KnowBe4 campaign. Passive network assessment done in 2018, needs to follow up to see what corrective steps were taken. Effort has not been successful. KnowBe4 trains staff on social engineering and Phishing efforts to hack computer systems. Though Storey County is enrolled, there has not been a campaign run thus far. Mr. Hickman listed other training options to ensure cybersecurity and said Storey County needs to improve.

The past four years were studied, with 2016 having the most significant loss at \$1.8 million, with the largest as the result of flood and storm damage.

Mr. Kalt said there are different rates for different departments, particularly the Sheriff's Office. The Workers Comp program is computed by an independent actuary. Storey County is better than average in the program. Since 1996, workers comp losses are under \$400,000. There have been heart-related claims and one vehicle accident claim. Program designed to aid retirees includes cardiac wellness and overall fitness to reduce future claims.

Mr. Hickman said 2016 year where we had our most significant loss. When services are utilized, it minimizes severity of claims and losses.

Mr. Smith said performance and value. What you are using, have excellent risk management programs in place. HR utilization rates are excellent. What more can we do. 1. Engage in cybersecurity protection. Engage all fire and sheriff, in the fit for retirement program. Use risk management grant program. Sprains, strains and trip and fall. E-learning training. Seek and achieve the loss control excellence program award as the \$21,000 grant that comes because of that award that goes back into your risk management program.

Mr. Osborne - our IT folks have informed us 90 percent of our team have completed our KnowBe4 training.

Mr. Gilman called the policies and programs significant, with a lot of opportunity for county to look at them. The financial impact is very important. I listen to my department heads and listen carefully to the staff. They are the ones on the front lines who are implementing these things. I am not sure we have touched on that. I am paying careful attention to my staff and my department heads. That is very important to my decision-making process. They must interface with you and have a comfortable relationship. If that is not happening the rest is superfluous.

Mr. Clayton and Mr. Carmona thanked the presenters.

31. DISCUSSION/FOR POSSIBLE ACTION: Public Safety Telecommunications Week 2022 Proclamation. (Moved from original position on agenda.)

Communications Director Becky Parsons asked the commissioners to proclaim April 10-16, 2022, Public Safety Telecommunications Week. She praised her staff for their accomplishments of changing buildings, systems and dealing with upgrades. She also thanked Panasonic Inc., the Fire Department and Sheriff's Office personnel and Public Works. She read the proclamation. A photo with the commissioners and county manager was taken after the vote.

Public Comment: None

Motion: I, Commissioner Mitchell, move to proclaim April 10-16, 2022, Public Safety Telecommunications Week. **Seconded by:** Commissioner Gilman. **Vote:** Motion carried by unanimous vote.

11. DISCUSSION ONLY/NO ACTION: 3rd Quarter 2021-2022 Storey County Fiscal Year Budget vs Actuals review

Comptroller Jennifer McCain reported that all revenues and most expenses are meeting or exceeding expected levels. General Fund Revenue with 75 percent of the year completed, has collected about

114 percent of the budget. Ad valorem is about 107 percent collected. Licenses and permits are 185 percent collected, of what we have budgeted. On expenses, all the departments are trending at or below the 75 percent usage. A few areas of concern, the commission budget has 17 percent remaining, this also includes one-time transfers to other funds and insurance premium. Don't expect to see this department being over budget. Administrative budget, HR, with only 24 percent remaining, found one distribution error which we are fixing. Buildings and grounds are trending over budget in services and supplies, which is due to higher-than-expected utility charges across the board. District Court is trending over budget with approximately 7.5 percent currently left. This is due to unforeseen court costs. Our service department is trending over budget in operational expenses, and this is due to the increase in oil and gas prices. We will budget higher in next year's budget. Emergency Management is trending over budget due to a hazardous waste cleanup in Six Mile. Fund highlights include Road Department, revenues at 95 percent, or 121 percent of what was budgeted. Expenses are slightly over budget due to higher retiree insurance costs. Capital outlay has 98 percent availability. Quarter balance of 66 percent remaining for the road department. Capital Projects Fund, expenses are at 90 percent, however the water and sewer projects that were taking place funded by bonds. Those funds are recorded in the Capital Projects Fund, but at the end of the year they are moved to the Water and Sewer Funds, for easier tracking. The usage of the Capital Projects Fund is 50 percent. The main projects are courthouse sidewalk, VC Highlands Fire Community Center Project. The VC Depot Project and the Tower Road Project, as well as a final payment on the ongoing Motorola Radio Project. VCTC revenues are 90 percent collected and expenses are trending where we expect them to be. Thanked all department heads for conservative spending. We do a line-item budget every year. I don't support the philosophy of use it or lose it. Every year we go to our department heads, and we try to give our departments everything they need. If they don't need something, they don't spend the money. This has created a very cooperative budget process for Storey County,

Mr. Gilman said we owe such a debt of gratitude to all the department heads. Things are on track due to the professionalism of everyone operating this county.

Mr. Clayton said to make sure we adjust overbudgeted areas for next year.

Mr. Carmona also praised Ms. McCain and the department heads.

Public Comment: None

12. DISCUSSION ONLY/NO POSSIBLE ACTION : Quarterly report from the County Manager on various administrative matters in Storey County.

Mr. Osborne this is part of quarterly update of county manager's office.

- On, health benefits, the county has been in an open enrollment period that is coming to an end. Looking to see what carriers would like to bid. Kevin Monaghan, LP insurance broker. Bidders were Cigna, who covers us now, Prominence and United. Cigna bid was at 10 percent, Prominence was at 1.9 percent and United was at 17.6 percent. It wasn't competitive when compared with the others. Mr. Monahan got 7.7 percent, which was a major change, but provided no out-of-network option. The county formed an insurance committee and received no negative feedback. Mr. Monahan said it was a hard-fought year with significant claim issues. We all worked together and reached that balance and reached the best level of coverage possible. We are going to be taken some additional initiative in coming year. The county had a policy to provide options for retirees, we will undertake efforts to make them aware of other options. Mr. Osborne said they kept the base plan with high deductible. It provides accountability. HSAHD plan makes you work for what you are getting. There is an option for a PPO High-up. Employee can buy into it on their own. We have employees with full or shared coverage, dependent care coverage. We knew there would be an increase. This will go for another year. The rate at which

insurance is provided for dependents is set by respective collective bargaining agreements. Mr. Clayton said he was happy we were able to keep increases reasonable. Mr. Carmona thanked Mr. Monahan.

No Public Comment.

- Mr. Osborne said that the HR office working on incentive packages for retirees under Medicare Advantage that may be more beneficial. HR is working with fire district on updating comprehensive policies.
- The county was building up the applicant pool for the Economic Development Director position.
- They are having a hard time getting lifeguards and have sought help from Community Chest Director Erik Schoen and SCSD Superintendent Todd Hess. No one will be happy if we close pool.
- In administration, on Marlette water, we are still in active negotiations with the state and Carson City and TMWA, for water that is available in that system. TMWA will only be subject to surplus water and that would be water in a wet year that spilled over Marlette Lake. Those negotiations are still going on, our water master plan is nearly complete, Farr West is putting their finishing touches on it. Working with Steve Walker to go over that agreement. Looking for opportunities to be beneficial not only to Virginia City, but the Highlands and Mark Twain, in the future. Predictability and reliability of the system is a huge goal. The water rates of what the state charges us is an important element of that. As well as the water fund that has very little funds in it. It is an enterprise fund, that is paid by the ratepayers. And we must watch the bottom line on that. There is not a lot of extra money to put into that system.
- The effluent pipeline north of the county going to TRI Center is still under construction and nearing completion. We do expect our first TRI reimbursement to occur this year. The Clerk's Office as well as the Comptroller's Office are working with Marty Johnson and Kendra to figure out exactly what that number will be.
- As far as legislation goes, there is really nothing new at this point. On Innovation Zones or AB 90, which is not effective but important to watch, those Washoe County and regional impact types of legislation coming our way. AB 240 from 2019 is still effective, we are compliant, and that document will become a base if more legislation comes after Storey County. The county managers have collaborated and submitted its report to the legislature per the requirement of AB 240. That document will become a base by which the next legislative session may support or refute coming after Storey County and its programs. We are working with Marty Johnson and our folks on creating what we call a white paper to be published to look at the economic impacts, positively and otherwise in the region, as well as responsibilities that we have fiscally, after 2024 when other funds we are expecting come our way.
- Waste Management franchise agreement is subject to renewal in 2024, while that seems like a little bit away. You had budgeted \$100,000 for us to go to consultation. To have some people who do nothing but garbage contracts, work with us and we are going to look at over the next full year and a half, preparing to go out to RFQ or RFP in that case, and see if we can get the best bid possible for the next garbage contract with Waste Management or whomever else might win a bid.
- The Strategic Plan is ongoing; we are still working with Linda Ritter Consulting Services on that, she is still working department by department, including my office, on the next draft that will come to you shortly for consideration.
- We are working with the Porter Group and with our federal delegates on the zip code project, and this is for the north end of the county, we want to expand the 89437-zip code that exists out at TRI Center to the other communities that exist in the district, Painted Rock, Lockwood and Mustang. There is some traction, but it is the federal government, it is slow going. The Porter Group has been very helpful in this endeavor, as well as the offices of Cortez-Masto, Rosen and Amodei, especially Amodei's office and Cortez-Masto's office, we talk at least every three weeks, about the next step, and they want documents and they are trying to work with Congress, on trying to get a zip code amendment made. The other zip codes that we are still looking at is the Highlands to merge it into 89440, to Virginia City. Highlands residents would not be giving up the mailboxes or their delivery out in their community, they would not have to come to the post office in Virginia City, but it would have a zip code that is exclusive to Storey County. Mark Twain, right now they are in 89403. It is such a small community, and it is almost more beneficial for them to be in that 89403 Dayton zip code than it would be on our side. They are not experiencing anything adverse, but we are still looking at options of what might be available.

- For RS 2477 roads, Ms. Canfield in the Planning Department is using a study that was done by Jerry Elkins, and to divide it into two. One half involves public roads on public lands, and other that would deal with public roads on private property, for which there will be a library, where people could come in and talk to Planning on a case-by-case basis. We are suggesting a full public workshop to look at the public roads on public land collaboratively and then submit those documents to BLM and identify the roads we believe to be RS 2477 and have the BLM accept those.
- NDOT was great to work with on SR 342 connector from Devil's Gate to Fourth Ward School. We have a draft letter from them of what is owned. A prescriptive right is the pavement and shoulders of disturbed gravel. They have provided a letter that identify all those different components, that will help us identify who is responsible for permitting, encroachments, driveways, and other activities on these different elements of that very long parcels. The letter will come into the commissioners in the next 30 to 60 days.
- On USA parkway we are working with NDOT on the county's responsibility in that right-of-way for certain developments and other maintenance agreements.
- Coming to Office Reorganization, I do have an Intermittent, Part Time person who is retiring. And we will restructure a little bit between the clerk's office and mine, to move minutes up to her office and agendas back down to my office, and that will be able to free us up a little bit more of administrative assistant time, to put in potentially for the economic development officer, as well as sharing with myself.
- I had a nice lunch and tour with Washoe County Manager Eric Brown, and we talked about regional fiscal matters and regional importance issues. I gave him a tour of the Comstock and some of our infrastructure, and our water systems and sewer and some of our other buildings and structures, and he is also looking forward to a tour of the north end of the county where he'll get to see TRI Center.
- We are still working with the Cemetery Foundation, by getting an interlocal agreement with them, for the management of the cemetery, and the modern burials.
- I want to thank the Storey County Senior Center, for the reorganization that Stacy is doing with her team, not only the senior center but also the food pantry and a lot of the community services that are going on in Lockwood, Virginia City, the Highlands and in Mark Twain.
- Read a long list of improvement projects in Mark Twain that are planned.

Public Comment: Mr. Zachry indicated he would like to keep his 89403-area code where he has a post office box, rather than drive to Virginia City to get his mail. Also, he asked if the status on the map for roads is fixed or still a work in progress. Mr. Osborne said that having Mark Twain residents being able to use Dayton post office is a consideration. and have lower sales tax rate, as Mark Twain is not having the impact Lockwood and the Highlands have had. On roads, he said Mr. Loomis will take the lead on our next item, RS 2477 roads the board of highway commissioners, but there is going to be discussion and public workshops about that map. It is available for review in the Planning office. What we are trying to do is identify all those roadways that are on public lands, so that once they are identified, the BLM doesn't close any of these roads. We've got claims to keeping all these roads open. The roadways that go across private properties, we do have some research based on what Jerry has done, there's also other avenues of research for some of these roads, so even though we will be showing those on some of the maps, it won't be part of the RS 2477 process. We will take those individually as they come up. Mr. Carmona asked if these will be on the BOC or Planning agendas. Ms. Canfield said the BOC agendas.

13. DISCUSSION/POSSIBLE ACTION : Consideration and possible approval of Resolution 22- 641 appointing the County Manager as the Administrator of the process for seeking reimbursement for the costs of providing public infrastructure as provided in Exhibit E to the Development Agreement between Storey County, Tahoe Reno Industrial Center LLC and DP Operating Partnership LLP dated February 2, 2000.

Mr. Loomis said this is under the development agreement that governs the TRI Center. The county is required to appoint an administrator to handle the process of developers seeking reimbursement for the development of public infrastructure projects. That position had been filled by Pat Whitten, so we

need to refill that position. What this resolution proves is that instead of naming an individual to fill that position, we will name a county officer to fill that position, and in this case, the resolution calls for the appointment of the county manager to fill that position. It is just so we won't have to go through this process again.

Public Comment: None

Motion: I, Commissioner Mitchell, move to appoint the county manager as the administrator.

Seconded by: Commissioner Gilman. **Vote:** Motion carried by unanimous vote.

14. DISCUSSION/POSSIBLE ACTION: Consideration and possible approval of activation of the Storey County Board of Highway Commissioners (BOHC).

Keith Loomis said this is kind of an interesting question. The board of highway commissioners was created by the Legislature for every county except those with a population of over 100,000. That has been in existence for quite some time. In looking around the state, it turns out that for the most part, the creation of that commission has been ignored. But in a couple of counties, Nye and Churchill, the BOHC has been activated and has a role to play in the identification of RS 2477 roadways. This is to see if you want to activate that board. It is the first step in creating the board and having it take the authority that it has. BOCC has authority over roads and infrastructure if it is not given to someone else. Also have authority for GID, which one can have for roads. BOHC has a separate authority over construction, repairs, and maintenance of roads. One provision that makes it important today, has the authority of GID, setting width of roads and setting RS 2477 roads in the county. That is why this is before you today. It is made up solely of the BOCC. There are some bureaucratic requirements. They elect a chairman and a secretary, and the secretary must put ad in the newspaper identifying expenses and revenues of BOHC. Every six months they must publish an identification of all the equipment and supplies of the BOHC. So, it is going to involve some bureaucracy, but it will allow us to proceed with the RS 2477 identifications. Mr. Gilman was in favor of creating the commission. Mr. Mitchell asked if the clerk of the board must be a member of the board, or can the work be delegated? Mr. Loomis said the statute required the secretary be a member of the board but could still be assisted by staff. He suggested putting the BOHC on the agenda for the first Tuesday of each month. Mr. Mitchell asked if the county had to hire a roads supervisor as per NRS and would this restructure Public Works. Mr. Loomis said NRS made it possible to hire a road supervisor, but it was not a requirement. Creating road districts was not a requirement. Funds with no bonds would come out of the general fund. It provides for change, but it doesn't demand it.

Public Comment: Mr. Zachry said that if this board had been in place in the early 90s that issue would not have come up, it would have been resolved by this board. He noted that he was a litigant on the Sutro Springs Road lawsuit, along with the county. He hoped the board will also deal with other roads in the county, not just those on public land. I support this, this gives us a place to deal with it without our meetings when these issues come up and have public input. Mr. Loomis said he didn't think the BOHC would get to the issue of public roads on private property right away.

Highland Ranches resident Gary Mack, who said he represented about 30 people in the 40-acres Ranches, wanted to know how the public would be able to provide input into the process. Mr. Loomis said it would be concurrent with board of county commission meetings, first Tuesday of each month. They can also have special meetings. If the board pursues activation there will be another meeting with elections and deciding the bureaucratic functions. Mr. Mack asked if there would be something outside of that process that would allow people to say, how would we have input into that decision making process before it's here? Mr. Loomis said it is required to have a public hearing in advance. Mr. Mack said we can't hash things out in a public hearing. He said residents don't want to

unilaterally find out after the fact that a road has been designated a highway. Mr. Loomis said there could be workshops to work through issues. Mr. Gilman suggested public outreach meetings. Mr. Osborne said that we can do a public workshop for roads on public land, or a town hall, we can put maps around the room and people could make comments. Roads on private land would be divided into another set of workshops. He said that Ms. Canfield can do private meetings on roads on private land. Mr. Zachry said citizens can take a topo map and draw the road that is there, so the county would know the road is being used by someone. Will those maps be taken into consideration? Ms. Canfield said the RS 2477 process is just for land that is owned by BLM. Other segments and pieces might meet RS 2477, or they might need prescriptive easements. There's a lot of other history that can be done with the roads. We are not doing a full inventory of every single road in the county with this process. This is only the land that is owned by the federal government, so that we can meet their deadline to show the map, so that if they ever want to close that road, and we claim this is a public road, they can't close it. That is all we are trying to do is the federal land; to preserve our rights to keep that land public. These other things come up, gates, private properties, we will be dealing with one-by-one or by area. Mr. Osborne said a lot of research has been done on roads on private property, with some being very remote, so the county did not do a study on every road. Mr. Mitchell said that there should be an extra effort to publicize workshops and meetings, or that the Planning Commission could hear the issue. He said that public comment during the meeting is not the only way to give us feedback. Phone numbers and emails are readily available. Suggested badges or identifiers as highway commissioners. Carmona

Motion: I, Commissioner Mitchell, move to approve the activation of the Storey County Board of Highway Commissioners, and direct the steps to implement that activation be placed upon the next available county commissioner meeting. **Seconded by:** Commissioner Gilman. **Vote:** Motion carried by unanimous vote.

15. DISCUSSION/POSSIBLE ACTION : Consideration and possible approval for Resolution 22-642 to proclaim May through October 2022 as the Nevada Wildfire Awareness Campaign in Storey County.

Community Relations director Honey Tapley said the key to minimizing wildfire impact is proactive communities that take steps to prepare. The theme is Battle born; wildfire ready. Living With Fire Chairman Jamie Reuss Gones said this is to help Nevadans prepare for wildfire and is part of UNR Extension. Recommended residents clear five feet from your home of dead vegetation. Recommended was Rock, paver or plants with high moisture content, and low growing plants. Not every plant is fire resistant, but some are able to burn less intensely, and it takes longer. Also, have an evacuation plan and an evacuation go-bag. This campaign lasts 6 months. Visit local fire agency or livingwithfire.com. Lisa Taylor, UNR extension educator, wildfire and fire protection are critical issues. Can do educational meetings and materials in partnership with communities. Tapley read the proclamation. Photo taken.

Public Comment: Tom Zachry said wildfire his biggest fear. I live at the end of a 2-mile dirt road, one way in one way out. And I've seen trucks come through the smoke. This is good if you have been there long. I am up there by myself and I'm old.

Motion: I, Commissioner Mitchell, approve Resolution 22-642 proclaiming May through October 2022 as the Nevada Wildfire Awareness Campaign in Storey County. **Seconded by:** Commissioner Gilman. **Vote:** Motion carried by unanimous vote.

16. DISCUSSION/POSSIBLE ACTION : Consideration and possible approval of letter to the Governor's Office of Economic Development (GOED) supporting shared joint-partnerships with

Regional Economic Development Authorities (RDAs) including the Economic Development Authority of Western Nevada (EDAWN) and Northern Nevada Development Authority (NNDA) in Storey County providing for business attraction, support, and retention.

Mr. Osborne said a similar letter was sent to GOED with his signature, and he asks the board to do the same. EDAWN has jurisdiction in Washoe County, Reno, Sparks, and the I80 Corridor. NNDA has jurisdiction in Carson City, Douglas, Lyon and Storey counties, and the Sierra Front. Both serve Fernley and the Tahoe Reno Industrial Center, and both serve Storey County. They help with workforce development and other needs. There may be an effort to draw a dividing line between jurisdictions, and Storey County supports keeping things the way they are. Mr. Gilman and Mr. Mitchell expressed support.

Public Comment: None

Motion: I, Commissioner Mitchell, move to approve the enclosed letter to the Governor's Office of Economic Development (GOED) supporting shared joint-partnerships with Regional Economic Development Authorities (RDAs) including the Economic Development Authority of Western Nevada (EDAWN) and Northern Nevada Development Authority (NNDA) in Storey County providing for business attraction, support, and retention. **Seconded by:** Commissioner Gilman **Vote:** Motion carried by unanimous vote

17. DISCUSSION/POSSIBLE ACTION : Consideration and possible approval of bid for the 1705 Peru Re-Roof project and to authorize the county manager to execute a contract for the work with the winning contractor in accordance with staff recommendations.

Mr. Northan said Storey County accepted sealed bids until 4/12/22, and the low bidder is D&D Roofing. Staff is recommending D&D be selected for project at \$333,000 but would like BOC to authorize \$345,000 in case of unforeseen issues and administrative costs.

Public Comment: None

Motion: I, Commissioner Mitchell, move to authorize the county manager to authorize a contract with D&D Roofing for the re-roof project at 1705 Peru Drive, McCarran NV 89437, for an amount not to exceed \$345,000. **Seconded by:** Commissioner Gilman. **Vote:** Motion carried by unanimous vote.

18. DISCUSSION/POSSIBLE ACTION: Consideration and possible approval to Authorize the county manager to execute an agreement with Reno Tahoe Geo Associates, Inc. for engineering construction services for the Lockwood Tower Road and Retaining Wall Repair project for an amount not to exceed \$7,400.00 on a time and materials basis. The \$7,400 amount is an estimate provided by Reno Tahoe Geo Associates.

Mr. Northan said the BOC previously approved this bid, which was originally designed on behalf of the Lockwood Community Corp. and did not have an agreement with the county. Mr. Loomis asked that the wording "not to exceed" be removed and the word "about" inserted into a motion, so as not to limit the work, since the county manager already has the right to make small increases for work changes. Mr. Mitchell agreed to avoid delaying the project.

Public Comment: None

Motion: I, Commissioner Mitchell, move to authorize Consideration and possible approval to Authorize the county manager to execute an agreement with Reno Tahoe Geo Associates, Inc. for

engineering construction services for the Lockwood Tower Road and Retaining Wall Repair project an estimated \$7,400.00 on a time and materials basis. **Seconded by:** Commissioner Gilman. **Vote:** Motion carried by unanimous vote.

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

20. DISCUSSION ONLY/NO ACTION: 3rd Quarter 2021-2022 474 Fire District Fiscal Year Budget vs Actuals review

Comptroller McCain gave the Third Quarter review for fire district's budget. Fire district has collected 102 percent of budgeted revenue. Ad valorem and intergovernmental funding, 118,000 and 126,000 respectively. Expenses, general fund has 28 percent available. Usage is at or below 25 percent remaining. Mutual Aid Fund without interfund transfers are at 78 percent and expenses are at 98 percent. Grant fund to track grants, \$140,000 over expenses.

Public Comment: None

21. DISCUSSION/FOR POSSIBLE ACTION: Consideration and possible approval of a Memorandum of Understanding between the Storey County Fire Protection District and Storey County Fire Fighters' Association Local 4227 as it pertains to Article 25, Benefits Insurance within the 2019-2023 Collective Bargaining Agreement.

Chief Loncar described the item as a MOU to institute the changes regarding health insurance we have negotiated with Local 4227 regarding a move to Northwest Firefighters Trust and Health insurance.

Public Comment: None

Motion: I, Fire Commissioner Mitchell, move to approve of the Memorandum of Understanding between the Storey County Fire Protection District and Storey County Fire Fighters' Association Local 4227 outlining changes in regard to Article 25, Benefits Insurance within the 2019-2023 Collective Bargaining Agreement. **Seconded by:** Commissioner Gilman **Vote:** Motion carried by unanimous vote.

22. DISCUSSION/FOR POSSIBLE ACTION: Consideration and approval of Personnel Policies P 100 Employer Personnel Policies Acknowledgment, P701 Health Insurance Coverage, P702 Life Insurance Coverage, and P704 Retiree Health Benefits for the Storey County Fire Protection District.

Chief Loncar said this item revised human resources policies pertaining to the last agenda item.

Public Comment: None

Motion: I, Fire Commissioner Mitchell, move to approve of Personnel Policies P 100 Employer Personnel Policies Acknowledgment, P701 Health Insurance Coverage, P702 Life Insurance Coverage, and P704 Retiree Health Benefits for the Storey County Fire Protection District. **Seconded by:** Commissioner Gilman. **Vote:** Motion carried by unanimous vote

23. ADJOURN TO CONVENE AS THE STOREY COUNTY WATER/SEWER BOARD

24. DISCUSSION ONLY/NO ACTION : 3rd Quarter 2021-2022 Storey County Water & Sewer Funds Fiscal Year Budget vs Actuals review.

Comptroller McCain - this is the Third Quarter budget review. Revenues are trending above expected remaining above expected 25 percent. Sewer charges have been collected at 77 percent. Expenses in water trending to be over budget while sewer is trending to be under budget. I am finding that one of benefits of the quarterly reviews is we can find mistakes. We had budgeted for an employee in the water department to be a 30/70 split, the actual payroll came in at a 70/30 split, so the opposite is what is happening what we are budgeting. We were able to find this error and it will be corrected and we won't be underfunded.

Public Comment: None

25. DISCUSSION/FOR POSSIBLE ACTION: Consideration and possible approval of inter-local agreement between Storey County and the Nevada Water/Wastewater Agency Response Network (NVWARN) providing mutual assistance between water and wastewater agencies under emergencies such as, but not limited to, fire, flood, storm, earthquake, civil disturbance, main breaks, and facility breakdowns as allowed by NRS 277, and other related matters, for a zero cost of membership with a maximum mutual-aid contribution not exceeding \$250,000 without approval by the board of both requesting and assisting agencies.

Mr. Osborne said that this mutual aid agreement has existed and allows water and sewer districts to mutually respond to each other's needs. Mr. Loomis reviewed the contract, and it is a standard contract that appears to potentially benefit the county as well as TRI GID and Canyon GID or other water and sewer districts in the region during emergencies. It is like what the Fire Chief deals with. Other members of this group include the Truckee Meadows Water Authority, TRI GID, Sun Valley GID, Incline Valley GID, Gardnerville GID, and various others around the state including Southern Nevada. If there were responses needed in other parts of the state we would not be required or obligated to respond, or respond to any others, but we would like to as much as possible, and this would provide a conduit for that to occur. We ask that this board consider joining this board. There is no cost to the county and a \$250,000 cap of mutual aid. We recover that for the county. We will appoint someone at future board meeting.

Mr. Wiezrbicki said this started several years ago and went stale, since COVID happened. Water and wastewater operators are hard to come by now and hard to retain. If something happened to our system, like if something happened like the flood of 2017, to our system on Six Mile during flood, we could pull resources from somewhere else to assist us getting that plan back online. Main breaks, catastrophic failure, we could pull resources even from southern Nevada, including potable water trucks. Mr. Gilman and Mr. Mitchell expressed support.

Public Comment: None

Motion: I, Commissioner Mitchell, move to approve inter-local agreement between Storey County and the Nevada Water/Wastewater Agency Response Network (NVWARN) providing mutual assistance between water and wastewater agencies under emergencies such as, but not limited to, fire, flood, storm, earthquake, civil disturbance, main breaks, and facility breakdowns as allowed by NRS 277, and other related matters, for a zero cost of membership with a maximum mutual-aid contribution not exceeding \$250,000 without approval by the board of both requesting and assisting agencies. **Seconded by:** Commissioner Gilman. **Vote:** Motion carried by unanimous vote.

26. DISCUSSION/FOR POSSIBLE ACTION: Consideration and Possible Approval of the inter-local agreement between Virginia Divide Sewer Improvement District and the Nevada Water/Wastewater Agency Response Network (NVWARN) providing mutual assistance between

water and wastewater agencies under emergencies such as, but not limited to, fire, flood, storm, earthquake, civil disturbance, main breaks, and facility breakdowns as allowed by NRS 277, and other related matters, for a zero cost of membership with a maximum mutual-aid contribution not exceeding \$250,000 without approval by the board of both requesting and assisting agencies.

Mr. Osborne said this is the same mutual aid agreement and would apply to the Virginia Divide Sewer GID. Mr. Mitchell asked why we need a separate one. Mr. Loomis said there is no separate legal entity that handles the water part. The Divide GID does exist and handles the sewer part.

Public Comment: None

Motion: I, Commissioner Mitchell, move to approve the inter-local agreement between Virginia Divide Sewer Improvement District and the Nevada Water/Wastewater Agency Response Network (NVWARN) providing mutual assistance between water and wastewater agencies under emergencies such as, but not limited to, fire, flood, storm, earthquake, civil disturbance, main breaks, and facility breakdowns as allowed by NRS 277, and other related matters, for a zero cost of membership with a maximum mutual-aid contribution not exceeding \$250,000 without approval by the board of both requesting and assisting agencies. **Seconded by:** Commissioner Gilman. **Vote:** Motion carried by unanimous vote.

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

28. DISCUSSION/FOR POSSIBLE ACTION: Consideration and possible approval for the Public Works Director to sign the bid from Central Sierra Construction with an amount not to exceed \$8,000.00 to repair 3 historic windows in the courthouse. Work will commence after July 1, 2022.

Public Works Director Wiezrbicki said this was for three of the Storey County Courthouse windows. The bid for operable windows is \$1,930.00 and the bid for inoperable windows is \$625.00. These are so large and heavy, rope system counterweights failed which required considerable decorative work to get inside them.

Public Comment: None

Motion: I, Commissioner Mitchell, approval for the Public Works Director to sign the bid from Central Sierra Construction with an amount not to exceed \$8,000.00 to repair 3 historic windows in the courthouse. Work will commence after July 1, 2022. **Seconded by:** Commissioner Gilman. **Vote:** Motion carried by unanimous vote.

29. DISCUSSION/FOR POSSIBLE ACTION: Consideration and possible approval of the Bid Acceptance from Sierra Nevada Construction (SNC) in the amount of \$394,007.00 for the Storey County 2022 Road Rehab project and to use up to an additional amount of \$127,295.00 while keeping below the budgeted \$596,402.00.

Mr. Wiezrbicki - said there were two bids. Intermountain Slurry Seal bid \$471,638.00 and SNC bid \$394,007.00. The total budget is \$596,402.00. Farr West has contracted for not to exceed \$75,100 for inspections, testing, surveying that would leave us with \$127,295.00. We would like to use up as much of that \$569,000.00 as possible with the good price on oil right now.

Public Comment: None

Motion: I, Commissioner Mitchell move to accept the bid from Sierra Nevada Construction (SNC) in the amount of \$394,007.00 for the Storey County 2022 Road Rehab project with up to an additional amount of \$127,295.00 to be used toward more road projects from the roads CIP list. **Seconded by:** Commissioner Gilman. **Vote:** Motion carried by unanimous vote.

30. DISCUSSION/FOR POSSIBLE ACTION: Consideration and possible approval for a work order service agreement through IWorQ with an initial startup cost of \$9,500.00. It will not be billed until July 1, 2022. Each additional year would be a recurring fee of \$2,000.00 for the Service Department software and \$7,000.00 for Roads, B&G, Water and Sewer software. This work order system would be able to be utilized by the whole county to submit needed repairs while helping us keep track of jobs and assets over time electronically.

Mr. Wierzbicki said county reached out for several work order systems, and IWorQ seems like they are the better candidate for our application, service especially, to keep track of our assets. They are offering us a good deal right now if we sign right now. Mr. Mitchell asked if it was \$5,000.00 or \$7,000.00. Mr. Osborne said the setup cost is \$2,500.00, a \$2,000 fee and \$5,000 for fleet management, total \$9,500.00. He suggested using agenda language in the motion. Ms. McCain said the first year would be taken out of the Capital Projects. Fund. Mr. Mitchell said he was worried about the recurring costs.

Public Comment: None

Motion: I, Commissioner Mitchell, approval for a work order service agreement through IWorQ with an initial startup cost of \$9,500.00 not to be billed until July 1, 2022. Each additional year would be a recurring fee of \$2,000.00 for the Service Department software and \$7,000.00 for Roads, B&G, Water and Sewer software. This work order system would be able to be utilized by the whole county to submit needed repairs while helping us keep track of jobs and assets over time electronically. **Seconded by:** Commissioner Gilman **Vote:** Motion carried by unanimous vote.

32. DISCUSSION/FOR POSSIBLE ACTION: Consideration and approval of the purchase of a AgilisDuo Mail Ballot Scanning & Sorting System in the amount \$75,500.00 all funds were approved by the LCB and will be reimbursed by the State of Nevada.

Clerk-Treasurer Dore Nevin said the AgilisDuo Mail Ballot Scanning and Sorting System is a tabletop mail ballot scanning and sorting ballot system which will effectively diminish the number of steps and procedures necessary to manage incoming ballot envelopes. With election cycles being heavily dependent on timely deadlines and finding qualified personnel, jurisdictions should not have to divide their attention with time-consuming manual tasks. The Duo increases overall efficiency. The automated machine reduces working hours, staff hires, training and overall, the budget. Without the Duo, election staff must do everything manually. After receiving the mail-in ballot envelopes, the staff will need to date, stamp, and attribute the envelopes to the registered voter in our registration system, the VoteTech. Staff completes this process by physically passing the envelope to one another, so if that signature doesn't match what is in Votetech, we go around the office to see if it matches. The AgilisDuo has automated this practice. Once the envelope is received, the Duo will automatically stamp it, while also scanning the barcode on the outside. This action identifies the voter and marks the ballot as received in VoteTech. The signature verification relies on the judges to visually compare the ink signature on the envelope to the electronic one presented on the VoteTech. The DUO will scan the signature and place it side-by-side with the electronic signature. These will both be displayed on the monitor for the judges to either accept or reject. AgilisDuo reduces the bottleneck so often seen by eliminating the need for manual verification. The Duo will have a positive impact. These funds will

be reimbursed by the State of Nevada. It is no cost to the county. Mr. Mitchell said this would continue doing signature verification manually but will make it easier.

Public Comment: None

Motion: I, Commissioner Mitchell approval of the purchase of a AgilisDuo Mail Ballot Scanning & Sorting System in the amount \$75,500.00 of which all funds will be reimbursed by the State of Nevada. **Seconded by:** Commissioner Gilman. **Vote:** Motion carried by unanimous vote.

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

- A. April Showers Water Truck Service LLC - Out of County / 21 Salvadore Drive. - Fernley NV
- B. BRS field Ops Nevada, LLC - Contractor / 11403 N. Research Way - Orem, UT
- C. Bruce Perves Construction Inc. - Contractor / 1360 Greg St. - Sparks, NV
- D. Contact Electric, Inc. - Contractor / 1070 Hartford Court - Reno NV
- E. Comstock Meadows RV Park - General / 580 E. Sydney Dr. - McCarran NV
- F. Deville Plumbing and Heating - Contractor / 774 Mayes Blvd. #10-341 - Incline Village NV
- G. Gardner's Water Service, Inc. - Contractor / 8595 Iroquois Tr. - Silver Springs, N
- H. Great Basin Roofing LLC - Contractor / 1101 Hillcrest Ave. - Roseville CA
- I. Par Western Line Contractors, LLC - Contractor / 11276 5th St. #100 - Rancho Cucamonga, CA
- J. Primary Power Electrical Services, LLC - Contractor / 1200 Golden Parkway - Fallon, NV
- K. Reno Engineering and Contracting LLC - Contractor / 9395 Hummer Ct. - Reno, NV
- L. Rustic Rope N' Treasures - General / 145 S. C St. - Virginia City, NV
- M. Samuel EPC, LLC - Contractor / 550 S. 18th St. - Abilene, TX
- N. Solcius, LLC - Contractor 1555 N. Freedom Blvd. - Provo, UT
- O. Sonnikson and Stordahl Construction - Contractor / 4858 Sunrise Dr. - Martinez, CA
- P. UV Logistics Inc. - Transportation / 240 Wild Horse Canyon Way - McCarran, NV
- Q. West Coast Dirt Works - Contractor / 745 E. Greg St. #4 - Sparks, NV.

Public Comment: None

Motion: I, Commissioner Mitchell, move to approve the second reading of Business Licenses listed under as A. through Q. **Seconded by:** Commissioner Gilman. **Vote:** Motion carried by unanimous vote.

34. PUBLIC COMMENT (No Action) None

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

Chairman Carmona adjourned the meeting at 2:01 p.m.

Respectfully submitted,

By: _____
Doreayne Nevin, Clerk/Treasurer

