



# **STOREY COUNTY BOARD OF COUNTY COMMISSIONERS MEETING**

**TUESDAY, SEPT. 20, 2022, 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*

**JIM HINDLE**  
*CLERK-TREASURER*

**Roll Call:** Chairman Jay Carmona, Vice-Chairman Clay Mitchell, Commissioner Lance Gilman, Clerk/Treasurer Jim Hindle, District Attorney Anne Langer, Recorder Dru McPherson, Assessor Jana Seddon, Communications Director Becky Parsons, Public Works Director Jason Wierzbicki, Chief Deputy Tony Dosen, Fire Chief Jeremy Loncar, Projects Coordinator Mike Northan, Honey Menefee, Community Relations Director, Stacy York, Senior Center Director, Pete Renaud, Jeannie Green, Human Resources, Pete Renaud, Community Development, Austin Osborne, County Manager

### **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. CONSENT AGENDA FOR POSSIBLE ACTION**

- I. For possible action, approval of business license first readings:
  - A. American Lawn and Landscaping LLC – Contractor / 1144 Spruce Meadows Dr. – Sparks NV
  - B. Anrak Corporation – Contractor / 5820 Mayhew Road – Sacramento CA
  - C. Any and All Property Cleanout – Home Business / 1822 Harte Rd. – Reno NV
  - D. Designworx – Home Business / 3900 Stovepipe, - Reno NV
  - E. Espresso Plus – Food Truck / 279 E. 6<sup>th</sup> Ave. – Sun Valley, NV
  - F. Focus Concrete LLC – Contractor / 1220 S. Commerce St. Ste 120 – Las Vegas, NV
  - G. Go Green Construction Inc. – 755 Hwy 40 West – Verdi NV
  - H. MMR Technical Services Inc. – Contractor / 15971 Airline Highway – Baton Rouge, LA

- I. Palomino Valley Construction LLC – Contractor / 5204 Eagle Pl. – Reno NV
  - J. Precision Build Solutions LLC – Contractor / 12781 US Highway 41 S – Gibsonton FL
  - K. The Pizza Place – General / 1 Electric Ave – Sparks NV
  - L. Wilbanks Engineering PLLC – Professional / 180 Gooseberry Dr. – Reno NV
- II. Approval of claims in the amount of \$1,185,063.62
  - III. Consideration and possible approval of a refund in the amount of \$4,145,69 for parcel 5-091-14. Owner Cedar Sage for Comstock RV Park in TRIC.
  - IV. Consideration and possible approval for the refund of \$2,050.91 for parcel 1-244-13 Owner: Andrei Mihheikin, 240 South M St., Vacant Lot.

Public Comment: None

**Motion:** I, Commissioner Mitchell move approve the Consent Agenda as presented.

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

#### **4. PUBLIC COMMENT (NO ACTION)**

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

##### **Fire Chief Jeremy Loncar**

- There is a vacancy for captain. We are advertising nationally.
- The U-Call, We-Haul trailers are being loaded with heavy equipment. Those using them should be careful. Primarily being done in the Highlands and Mark Twain.

##### **Honey Menefee, Community Relations**

- The state grant committee agreed to cover the entire cost of the Courthouse Electrical Project.

##### **Stacy York, Senior Center Director**

- A flu shot clinic will be held Oct. 5 at the Virginia City Senior Center from 9 a.m. to 11 a.m. and at the Highlands Fire Station from 4:30 p.m. to 6:30 p.m.; Oct. 13 at the Lockwood Senior Community Center from 9 a.m. to 11 a.m. and at the Mark Twain Community Center from 2 p.m. to 3 p.m. Carson Health and Human Services will do flu shot clinic with Covid booster shots on Oct. 19 at the Virginia City Senior Center 9 a.m. to 11 a.m. CHHS will also have a flu and Covid shot event at Fuji Park from 8 a.m. to 1 p.m. Oct. 8.

##### **Austin Osborne, County Manager**

- The Mark Twain Strategic Plan Workshop will be at 5:30 p.m. Oct. 5 at the community center.

**Jim Hindle, Clerk Treasurer**

- Thanks to everyone for bearing with him as he learns to do this new position.

**6. BOARD COMMENT (No Action – No Public Comment):** None

**7. DISCUSSION/POSSIBLE ACTION:** Consideration and possible approval of Resolution No. 22-659, a resolution setting grade and salary range of employees fixed by ordinance or resolution per NRS 245-045 for appointed Storey County officials for the 2022-2023 fiscal year and superseding prior year action by resolution for appointed Storey County employees with the addition of Buildings and Grounds Manager and Roads Manager.

Jeannie Green, acting HR Director asked that the existing pay resolution be amended to add new jobs for three Roads and three Public Works employees, and they will all be at Grade 133. Jobs include Automotive Manager, already filled and two more after reorganization.

Commissioner Mitchell asked what the philosophical reasoning was behind this item.

Ms. Green said it was a catchup item, but the county was adding additional responsibilities such as budgeting, monitoring budgets, full supervision including hiring, discipline, evaluations and safety.

Public Comment: None

**Motion:** I, Commissioner Mitchell move to approve Resolution #22-659, setting grade and salary range of employees fixed by ordinance or resolution per NRS 245-045 for appointed Storey County officials for the 2022-2023 fiscal year and superseding prior year action by resolution for appointed Storey County employees with the addition of Buildings and Grounds Manager and Roads Manager. **Seconded by:** Commissioner Gilman, **Vote:** Motion carried by unanimous vote.

**8. DISCUSSION/POSSIBLE ACTION:** Consideration and possible approval to award \$1,000.00 to the Julia C. Bulette Chapter of E Clampus Vitus in Area 3 “Gold Hill and Virginia City” of Storey County for the Community Project Grant to replace two historic plaques and monuments in the Comstock Historic District.

Ms. Menefee said the county only received one application per area. They completed the same project last year and are looking to do the same at a future location. This would be for materials.

Commissioner Gilman supported the project.

Public Comment: None

**Motion:** I, Commissioner Mitchell move approve the award \$1,000.00 to the Julia C. Bulette Chapter of E Clampus Vitus in Area 3 “Gold Hill and Virginia City” of Storey County for the Community Project Grant to replace two historic plaques and monuments in the Comstock Historic District. **Seconded by:** Commissioner Gilman, **Vote:** Motion carried by unanimous vote.

**9. DISCUSSION/POSSIBLE ACTION:** Consideration and possible approval to award \$10,000.00 to the Virginia City Highlands in Area 2 “Virginia City Highlands and Lagomarsino” of Storey County for the Community Project Grant to buy 3 industrial park benches, pour concrete slabs under the benches and install benches.

Ms. Menefee said that Collins Construction offered to write up an estimate to place the benches, and the estimate will depend on placement. The benches total \$4,000 for three industrial benches. The county is assuming \$10,000 total project.

Commissioner Gilman supported the project.

Public Comment: None

**Motion:** I, Commissioner Mitchell move to approve award the \$10,000.00 to the Virginia City Highlands in Area 2 “Virginia City Highlands and Lagomarsino” of Storey County for the Community Project Grant to buy 3 industrial park benches, pour concrete slabs under the benches and install benches. **Seconded by:** Commissioner Gilman, **Vote:** Motion carried by unanimous vote.

**10. DISCUSSION/POSSIBLE ACTION:** Consideration and possible approval to award \$8,000.00 to the Washoe-Storey Conservation District and Lockwood residents in Area 1 “Lockwood, Mustang, Painted Rock and the Northeast” of Storey County for the Community Project Grant to perform weed management activities in and along the community of Rainbow Bend in Lockwood and to include sections of the Truckee River Corridor.

Ms. Menefee said this was the only application for Area 1. She met with the group who are seeking permitting to remove hemlock and other noxious weeds. The equipment will be turned over to the community and will find a shared place for storage.

Commissioner Gilman said this was an annual challenge and we have a mess if we don’t do it.

Public Comment: None

**Motion:** I, Commissioner Mitchell move approve award \$8,000.00 to the Washoe-Storey Conservation District and Lockwood residents in Area 1 “Lockwood, Mustang, Painted Rock and the Northeast” of Storey County for the Community Project Grant to perform weed management activities in and along the community of Rainbow Bend in Lockwood and to include sections of the Truckee River Corridor. **Seconded by:** Commissioner Gilman, **Vote:** Motion carried by unanimous vote.

**11. DISCUSSION/POSSIBLE ACTION:** Consideration and possible approval authorizing the County Manager to seek bids and approve and sign a contract for up to \$20,000 for a recruitment agency (headhunter) to help the county build an applicant pool of highly qualified candidates to potentially fill the Human Resources Director vacancy, subject to the recruitment agency being chosen from the attached list of agencies having pre-negotiated rates with POOL/PACT or other qualified agency having fees not exceeding those on the list, subject to contract review and approval by the District Attorney’s Office and with the signed and approved contract being brought back to the board at the next available meeting for review. There are sufficient funds in the County Manager’s budget to cover this cost.

Mr. Osborne said there was a vacancy for HR Director, and the county has gone through an extensive process and has some applicants, but staff would like to expand the applicant pool to ensure we are looking nationwide. The opening has been posted in the Chronicle plus related state web sites. He would like to consider a list of recruiting agencies provided by POOL/PACT. Mr. Osborne wanted to go to outside agencies with a not-to-exceed amount. He said most wanted between 10 percent and 25 percent of the person’s first-year salary. Asking for variance from \$10,000 to \$20,000. Contingent on DA review and will come back to board. Funds for this are in his budget, so he won’t be outside of that.

Commissioner Gilman said this was a critically important position and he appreciates the extra diligence.

Commissioner Carmona said the HR director was a critical part of the organization and he would definitely want to see who is available and put our reach as far as we can.

Public Comment: None

**Motion:** I, Commissioner Mitchell move to authorize the County Manager to approve and sign a contract for up to \$20,000 for a recruitment firm (headhunter) to help the county build an applicant pool of highly qualified candidates to potentially fill the Human Resources Director vacancy, subject to the recruitment agency being chosen from the attached list of agencies having pre-negotiated rates with POOL/PACT subject to contract review and approval by the District Attorney’s Office and with the signed

and approved contract being brought back to the board at the next available meeting for review. There are sufficient funds in the County Manager's budget to cover this cost.

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

Mr. Osborne asked that the motion indicates that an agency from outside that list may also be acceptable.

**Motion:** Commissioner Mitchell amended his motion to include an outside agency similar to those on the list. **Seconded by:** Commissioner Gilman, **Vote:** Motion carried by unanimous vote.

**12. DISCUSSION/POSSIBLE ACTION:** Consideration and possible approval of change order 3 to PWP-ST-2022-054 Courthouse Paver Project. This change order addresses the prevailing wage requirements of NRS 338-020 and provides funds to pay the laborers on the project the difference between their regular rate and the statutory prevailing wage rate in the amount of \$31,897.85.

Mr. Osborne asked to continue this item to Oct. 4 BOC meeting.

Public Comment: None

**Motion:** I, Commissioner Mitchell move to continue item #12 on the agenda to the next scheduled meeting, anticipated to be Oct. 4. **Seconded by:** Commissioner Gilman, **Vote:** Motion carried by unanimous vote.

**13. DISCUSSION/POSSIBLE ACTION:** Consideration and possible approval for the renaming of Norway Drive to Battery Boulevard and the naming of a new street alignment to Innovation Way. Innovation Way will be located north of Norway Drive (proposed Battery Boulevard) and south of Sydney Drive, intersecting with USA Parkway. Both streets are located within the Tahoe Reno Industrial Center, McCarran, Storey County, Nevada.

Planning Manager Kathy Canfield said her office had been approached by property owners asking to rename the streets from what we identify them in our mapping. Norway Drive, of which the larger portion under private ownership. They would like it renamed Battery Boulevard. A second street will most likely be dedicated to the county. That is Finland Drive on the map but is requested to be called Innovation Way. It has been identified also as South Electric. We didn't want to have two intersections at Electric and USA Parkway. Both follow guidelines with the names having to do with technology. Applicant is online with this.

Commissioner Gilman said there was a lot of precedent in renaming streets in TRIC.

Commissioner Mitchell asked if Electric was a loop and is that the separator?

Ms. Canfield said right now the part of Electric that was public goes from USA Parkway and up to Tesla's property. The road goes through Tesla's property. If you continue south, there is a dirt access that comes back out USA Parkway south of Switch. At this point we are just calling Innovation Way on the west side of USA Parkway, with dirt access on east side.

Public Comment: None

**Motion:** I, Commissioner Mitchell move to approve the renaming of Norway Drive to Battery Boulevard and the naming of a new street alignment to Innovation Way. Innovation Way will be located north of Norway Drive (proposed Battery Boulevard) and south of Sydney Drive, intersecting with USA Parkway. Both streets are located within the Tahoe Reno Industrial Center, McCarran, Storey County, Nevada. Seconded by: Commissioner Gilman. **Vote:** Motion carried by unanimous vote.

**14. DISCUSSION/POSSIBLE ACTION:** Consideration and possible approval of designation of Kathy Canfield, Storey County Planning Manager, to represent Storey County on the Nevada State Land Use Planning Advisory Council (SLUPAC) for the three-year term from January 2023 through December 2025.

Mr. Osborne said that Ms. Canfield has served on state land use advisory council. This is state planning commission that deals with all kinds of matters such as BLM, grazing, sage grouse and any conflicts that exist between counties, master plans or zoning. This position requires approval from the governor.

Commissioner Gilman said Kathy was very qualified.

Public Comment: None

**Motion:** I, Commissioner Mitchell move approve the designation of Kathy Canfield, Storey County Planning Manager, to represent Storey County on the Nevada State Land Use Planning Advisory Council (SLUPAC) for the three-year term from January 2023 through December 2025. **Seconded by:** Commissioner Gilman, **Vote:** Motion carried by unanimous vote.

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

**16. CONSENT AGENDA FOR POSSIBLE ACTION:** Discussion/possible action on the following policies:

- a. Policy P207 Adopts County policy regarding Reasonable Alcohol Drug Testing as revised to reflect that it is a Fire District Policy.
- b. Policy P602 Adopts County policy regarding Annual Leave with revision to identify the policy as a Fire District Policy
- c. Policy P603 Adopts County policy regarding Sick Leave with revisions to identify the policy as a Fire District Policy
- d. Policy P604 Adopts County policy regarding Catastrophic Sick Leave with revisions to identify the policy as a Fire District Policy
- e. Policy P605 Adopts County policy regarding Family Medical Leave Act (FMLA) as revised to identify the policy as a Fire District Policy
- f. Policy P606 Adopts County policy regarding Leave of Absence Without Pay as revised to identify the policy as a Fire District Policy
- g. Policy P607 Adopts County policy regarding Court Leave with revisions to identify the policy as a Fire District Policy
- h. Policy P608 Adopts County policy regarding Bereavement Leave with revisions to identify the policy as a Fire District Policy and adds a provision that the supervisor approving the leave may request proof of event.
- i. Policy P609 Adopts County policy regarding Military Leave with revisions to identify the policy as a Fire District Policy and incorporates new federal revisions.
- j. Policy P610 Adopts County policy regarding Emergency Conditions with revisions to identify the policy as a Fire District Policy

Public Comment: None

**Motion:** I, Fire Commissioner Mitchell move approve the Fire Protection District Board Consent Agenda as presented. **Seconded by:** Commissioner Gilman, **Vote:** Motion carried by unanimous vote.

**17. DISCUSSION/POSSIBLE ACTION:** Consideration and possible approval of a memorandum of understanding between Storey County and Storey County Fire Protection District for the division, collection, and distribution of fees associated with building permits, fire permits, plans review and business licenses.

Fire Chief Loncar said this includes an amendment and removed “fire” and added that Storey County would receive 100 percent of building plan review fees and the Fire District would receive 100 percent of fire plan review fees. This is a housekeeping issue. We are clearly defining who gets what and how it was divided. Fees are 50-50 but each gets plan review fees at 100 percent.

Commissioner Gilman said it was a task whose time had come.



Public Comment: None

**Motion:** I, Fire Commissioner Mitchell move to approve a memorandum of understanding between Storey County and Storey County Fire Protection District for the division, collection, and distribution of fees associated with building permits, fire permits, plans review and business licenses. **Seconded by:** Commissioner Gilman, **Vote:** Motion carried by unanimous vote.

**18. DISCUSSION/POSSIBLE ACTION:** Consideration and possible approval to authorize the Fire Chief to enter into an agreement with Tectonics Design Group for approximately \$30,000 for architectural design with conceptual plans to facilitate the planning and future construction of Fire Station 71 in Virginia City.

Chief Loncar noted that this was part of the Congressional earmarks that Comptroller McCain and Business Development Director Mather were working on. He said in the meantime we have to decide where it will go and what it will look like. He would like to have a plan in place, modifying as the cost changes. He has \$30,000 from the Capital Improvement Fund through re-prioritization and has freed up \$70,000.

Commissioner Mitchell asked if this was the first time a fire station would be owned by the Fire Protection District?

Chief Loncar said this was still in talks, but he didn't think he should use county funds to build fire facilities.

Public Comment: None

**Motion:** I, Fire Commissioner Mitchell move to approve and authorize the Fire Chief to enter into an agreement with Tectonics Design Group for approximately \$30,000 for architectural design with conceptual plans to facilitate the planning and future construction of Fire Station 71 in Virginia City. **Seconded by:** Commissioner Gilman, **Vote:** Motion carried by unanimous vote.

## **20. ADJOURN TO RECONVENE AS THE STOREY COUNTY BOARD OF COUNTY COMMISSIONERS**

**21. DISCUSSION/POSSIBLE ACTION:** Consideration and possible approval of a memorandum of understanding between Storey County and Storey County Fire Protection District for the division, collection, and distribution of fees associated with building permits, fire permits, plans review and business licenses.

Mr. Osborne said this was a memorandum of understanding between Fire District and the county and we worked as a team on this to make sure all the funds went in the right

place, as well as the VCTC which will be impacted by this action. Business license fees will be split 50-50. Thirty-three percent of Business license renewals will go to the Fire District because they do have involvement. Fire plan review, 100 percent will go to Fire: building plan review, 100 percent will go to county. This will be renewed every two years.

Commissioner Mitchell asked if codifying these splits has some sort of effect on making changes to business license fees.

Mr. Osborne said if fees were reduced it would affect the amounts both agencies would get. He said it was possible to make amendments to the document if necessary.

Public Comment: None

**Motion:** I, Commissioner Mitchell move to approve of a memorandum of understanding between Storey County and Storey County Fire Protection District for the division, collection, and distribution of fees associated with building permits, fire permits, plans review and business licenses. **Seconded by:** Commissioner Gilman, **Vote:** Motion carried by unanimous vote.

**22. DISCUSSION/POSSIBLE ACTION:** Consideration and possible approval of bid for the Storey County Water Storage Tank Maintenance Contract and possible award of contract to Resource Development Company for an amount of \$1,107,969.00 over ten years.

Projects Coordinator Mike Northan said Storey County solicited bids for a multi-year bid and scope of work to maintain water tanks. Two bids were received but one was nonresponsive and was disqualified. He recommended RDC subject to the approval of the Comptroller's Office.

Commissioner Gilman said it seems like a good amount, but he would look for something shorter, maybe 5 years. He called RDC a quality company and will support it, even if it was pricey.

Commissioner Mitchell said if we believe we are going to have in rising price advantage, it might be good to take longer. Also asked for review from District Attorney's Office and Comptroller's Office.

Public Works Director Jason Wierzbicki said this isn't just to maintain but also to refurbish and maintain to like-new status to save on depreciation, improve budgeting and aid ratepayers who are already paying substantial amounts.

Public Comment: None

**Motion:** I, Commissioner Mitchell move to conditionally approve the bid for the Storey County Water Storage Tank Maintenance Contract and award the contract to Resource Development Company for an amount of \$1,107,969.00 over a 10-year period. The conditions are that the contract be reviewed and approved by the District Attorney's and the Comptrollers' Offices. **Seconded by:** Commissioner Gilman, **Vote:** Motion carried by unanimous vote.

**23. DISCUSSION/POSSIBLE ACTION:** Consideration and possible direction to staff regarding the Storey County regional fiscal impact analysis study.

Mr. Osborne said the Storey County regional fiscal impact analysis study is nearly complete. It is a fiscal white paper on the financial impacts Storey County is having on the region of Reno/Sparks, Washoe, overall Northern Nevada/Western Nevada. It will be completed within weeks so that the board can take action. This can be used as a tool to work with the Legislature and regional partners. It will have support for our claims regarding transportation, housing, tax abatements, the reality of our budget as opposed to the fantasy of what is being talked about in other places and what the fiscal future of the county is.

Commissioner Gilman said this was a critical tool necessary going into the Legislative session.

Commissioner Mitchell said a lot of narratives pop up and they are not helpful if they are not supported by data. Have staff continue to prepare documentation.

Commissioner Carmona said it will be a fantastic tool.

Public Comment: None

**Motion:** I, Commissioner Mitchell move to confirm the direction that staff is taking on the fiscal impact analysis study and direct staff to proceed accordingly until the draft is completed. **Seconded by:** Commissioner Gilman, **Vote:** Motion carried by unanimous vote.

**24. DISCUSSION/POSSIBLE ACTION:** For consideration and possible approval business license second readings:

- A. Bi-State Electric Company Inc. – Contractor / 1617 Freeport Blvd. – Sparks NV
- B. Menichino Construction LLC – Contractor / 3001 Savella Ave. – Henderson, NV
- C. Miller Insulation Co. Inc. – Contractor / 3520 E. Century Ave. – Bismarck ND
- D. Ninelives Appliance Repair LLC – Out of County / 460 Scorpio Cir – Reno NV
- E. Solum Construction Corp. – Contractor / 99 W. Arroyo St. – Reno NV
- F. Summit Fire Security – Contractor / 1025 Telegraph St. – Reno NV

G. Teklus Construction LLC – Contractor / 3855 Warren Way Ste. B – Reno NV  
H. The Electrician – Contractor / 1275 Kleppe Ln. Ste. 14 – Sparks NV.

Public Comment: None

**Motion:** I, Commissioner Mitchell move approve the second readings of business licenses A through H. **Seconded by:** Commissioner Gilman, **Vote:** Motion carried by unanimous vote.

**25. PUBLIC COMMENT: (No action)**

**26. CORRESPONDENCE/NO ACTION:**

- I. Discussion Only/ Not for Possible Action – Correspondence from JPS received at the Commissioner’s Office on or about 09/08/22.
- II. Correspondence/Not for Possible Action: Response Letter to the Nevada CCB.

Mr. Osborne said it is provided to the board and public in this format.

**27. ADJOURNMENT OF ALL ACTIVE AND RECESSED BOARDS ON THE AGENDA:**

Chairman Carmona adjourned the meeting at 11:03 a.m.

Respectfully submitted,

By:   
James Hindle, Clerk-Treasurer.