



Board of Storey County Commissioners Agenda Action Report

Meeting date: 4/2/2024 10:00 AM -
BOCC Meeting

Estimate of Time Required: 5 minutes

Agenda Item Type: Discussion/Possible Action

- **Title:** Consideration and possible approval of the minutes from the March 5, 2024, meeting.
- **Recommended motion:** Approve or amend as necessary.
- **Prepared by:** Jim Hindle

Department: Clerk & Treasurer

Contact Number: 17758470969

- **Staff Summary:** See Attached.
- **Supporting Materials:** See Attachments
- **Fiscal Impact:** none
- **Legal review required:** False
- **Reviewed by:**

_____ Department Head

Department Name:

_____ County Manager

Other Agency Review: _____

- **Board Action:**

<input type="checkbox"/> Approved	<input type="checkbox"/> Approved with Modification
<input type="checkbox"/> Denied	<input type="checkbox"/> Continued



STOREY COUNTY BOARD OF COUNTY COMMISSIONERS MEETING

3/5/2024 10:00 AM
26 SOUTH B STREET, VIRGINIA CITY, NV

MEETING MINUTES

JAY CARMONA
CHAIRMAN

CLAY MITCHELL
VICE-CHAIRMAN

LANCE GILMAN
COMMISSIONER

ANNE LANGER
DISTRICT ATTORNEY

JIM HINDLE
CLERK & TREASURER

Roll Call

√ Commission Chairman Jay Carmona, √ Commission Vice-Chair Clay Mitchell,
√ Commissioner Lance Gilman, □ District Attorney Anne Langer, √ Clerk & Treasurer Jim Hindle,
√ County Manager Austin Osborne, √ Deputy District Attorney Brian Brown

□ Assessor Jana Seddon	√ Human Resources Director Brandie Lopez
□ Justice of the Peace Eileen Herrington	√ IT Director James Deane
√ Recorder Dru McPherson	√ Planning Manager Kathy Canfield
√ Sheriff Mike Cullen	□ Public Works Director Jason Wierzbicki
√ County Administrative Officer Honey Coughlin	√ Operations and Project Manager Mike Northan
√ Fire Chief Jeremy Loncar	√ Senior Center Director Stacy York
√ Comptroller Jennifer McCain	√ Tourism Director Todd Tuttle
□ Business Development Manager Lara Mather	Other:
□ Community Development Director Pete Renaud	√ NEW Grants Manager Sara Sturtz
√ Emergency Management Director Adam Wilson	

Total Attendance: 38

In-Person: 18

Zoom: 20

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

Commissioner Carmona called the meeting to order at 10:01 a.m.

2. PLEDGE OF ALLEGIANCE

3. PUBLIC COMMENT (No Action): None

4. DISCUSSION/FOR POSSIBLE ACTION: Consideration and possible approval of the agenda for the March 5, 2024, meeting.

Public Comment: None

Motion: I, Commissioner Mitchell, move to approve today's agenda as presented. **Seconded by:** Lance Gilman. **Vote:** Motion passed unanimously.

5. DISCUSSION/FOR POSSIBLE ACTION: Consideration and possible approval of the minutes from the January 16, 2024, meeting.

Public Comment: None

Motion: I, Commissioner Mitchell, move to approve the minutes from our Jan, 16, 2024, meeting as presented. **Seconded by:** Lance Gilman. **Vote:** Motion passed unanimously.

6. CONSENT AGENDA FOR POSSIBLE ACTION: For possible action, approval of business license first readings:

- A. Bonanza Cantina – General / 27 N. C St. ~ Virginia City, NV
- B. FS Solar Nevada LLC – Contractor / 4801 Freidrich Ln. Ste. 100 ~ Austin, TX
- C. Pacific Erectors Inc. – Contractor / 4460 Yankee Hill Rd. ~ Rocklin, CA
- D. The Berg Group LLC – Contractor / 1225 Lakeview Dr. ~ Chaska, MN

Public Comment: None

Motion: I, Commissioner Mitchell, move to approve today's Consent agenda as presented. **Seconded by:** Lance Gilman. **Vote:** Motion passed unanimously.

7. DISCUSSION ONLY (No Action - No Public Comment): Committee/Staff Reports
Sheriff's Office

- Sheriff Mike Cullen thanked Public Works staff for keeping the roads clear through the storm. He also thanked the many citizens who helped their neighbors.
- Staff are attending the Western States Sheriffs Association Conference and Training in Reno.

Fire District

- The department will be hosting an EMS refresher course.
- The Adopt-a-Hydrant program is receiving good response from residents.
- Residents are encouraged to join the Ambulance Subscription Program.
- The district is finalizing FEMA grants.

Public Works

- Operations & Projects Manager Mike Northan – filling-in for Director Wierzbicki – said the department struck a good balance between plowing and snow removal, which helped get through the recent storm.
- Both residents and businesses are asked not to throw snow into the streets as it hinders removal and clean-up.
- The Operations and Projects Office is working with the VCTC and the Senior Center on FEMA grants for the Fairgrounds and Lockwood Community Center projects.

Business Development/Administrative Officer

- Administrative Officer Honey Coughlin presented for both Business Development and her office. She said signs for the government offices in TRIC now say Storey County, both on the road and on the building.
- She introduced Sara Sturtz, the county's new Grants Manager.
- U.S. Rep. Mark Amodei said 2.4 million was earmarked for the Gold Hill Water Project and the Sheriff's substation. Both projects have his support and should be awarded in 2025.

Emergency Management

- Emergency Management Director Adam Wilson said that after the recent storms, Nevada is at 94 percent of its annual snowpack.
- The Director spoke at the Western Nevada Emergency Preparedness Association meeting and plans to address a meeting at the Governor's Mansion on water protection.
- Quad County Health will purchase bleeding control kits for each county vehicle at \$5,000 each.
- Fire and sheriff's staff conducted desktop active shooter training and more will be done on March 25.
- The Safety Committee is being revamped.
- Four of nine FEMA projects for mitigation of storm impact have been approved for reimbursement.
- In April, emergency management instructors from Austin TX will come here to train Quad County emergency staff for special events preparedness.

VCTC

- Tourism Director Todd Tuttle thanked Public Works and the Sheriff's Office for their response to the recent snowstorms.
- The Father-Daughter Day event will be April 10, with dances at Piper's Opera House at 12:30 p.m., 2 p.m. and 3:30 p.m. The first dance is sold out.
- The Go West tour Feb. 25-29 brought travel professionals from Canada, India, and China to Northern Nevada but the storm reduced participation in a recent fam tour to VC from 200 to 8.
- The next Mix and Mingle is at Piper's Opera House at 6 p.m. March 12.

- There will be a Cultural Corridor meeting at Piper's Opera House.
- The Mountain Oyster Fry will set up at 11 a.m. on Friday, March 15; the event will be Saturday, March 16 beginning at 10 a.m. The street will be closed from 6 a.m. to 5 p.m. from Sutton Street to the crosswalk past Union Street. The parade will start at noon from the Sheriff's Office and the entire street will be closed for the parade. There will be a saloon crawl. Comedian Kevin Farley will perform at Piper's Opera House at 7 p.m.
- The Chili Cookoff is on May 18-19 at 10 a.m.
- The Renegade Orchestra will perform at Piper's Opera House at 7 p.m. on April 6.
- The Celebration of Heroes Parade will be at noon on May 25.
- A Fast Car rally on Saturday, June 1 will feature racing cars from the 1920s.

Community Development

- Director Pete Renaud said the department is seeing almost record-breaking numbers for permitting and inspections.
- The department is looking forward to using a new management system.
- On the website are monthly dashboards to check and track permitting numbers.

Senior Services

- Director Stacy York said a soup cookoff will be held in Lockwood at 5 p.m. March 23.
- The Virginia City Senior Center will provide meals for the Lockwood Senior Center instead of Washoe County starting April 1.
- Bob Hastings was introduced as Senior Services' new Community Resource Coordinator.

County Manager

- County Manager Austin Osborne Thanked the county staff for snow removal during the storm. He explained that every department was affected in one way or another.
- Representatives are still needed for the board of appeals. Spots are available for people with a construction background and a fire prevention background.

Clerk & Treasurer

- Clerk & Treasurer Jim Hindle explained that the Board of Equalization meeting was concluded, with one appeal anticipated to go to the state.
- The fiscal year's 4th and final property tax payment was due March 4th, but given the weather, the office will provide a grace period through the of this week.
- Thanks to all departments for getting month-end packets in before the weather hit.
- District Court continues to have an increasing caseload trend from previous years.
- Michelle Mooreheard has joined the Office team and after training in the basics of office procedures and systems will be tasked with reopening the Vehicle Registration window. The County's DMV services are not expected to open until after DMV training and qualification is complete – probably sometime in June.

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

- Commissioner Jay Carmona thanked county staff, NDOT and residents for their handling of the storm.

9. DISCUSSION/FOR POSSIBLE ACTION: Consideration and possible action to adopt the Long Valley Creek Flood Hazard Mitigation Plan. JUB Engineering will be giving a short presentation of the plan. Planning Manager Kathy Canfield said this is a final step in the process for flood mitigation in Lockwood, and it was presented to the Lockwood Community on Jan. 25.

She introduced Jeff Weagel of JUB Engineering, who gave a PowerPoint presentation detailing the plan to identify risks for flooding of Long Valley Creek, to evaluate the costs and benefits of mitigation efforts, and establish future efforts and avenues for grant funding. He added that the study covered Long Valley Creek rather than the Truckee River, as the creek was more prone to flooding in the Lockwood area.

Public Comment: None

Motion: I, Commissioner Mitchell, move to adopt the Long Valley Creek Flood Hazard Mitigation Plan. **Seconded by:** Lance Gilman. **Vote:** Motion passed unanimously.

10. DISCUSSION/FOR POSSIBLE ACTION: Consideration and possible approval to direct county staff to complete the replacement of the water filter media in the water treatment system at the cost of \$100,000, not to exceed \$105,000. The commission approved the expenditure of \$75,000 for this project at the February 5, 2024, Board of County Commissioners' meeting. This project cost has not been updated with the current estimate of \$100,000.

Administrative Officer Honey Coughlin said the filter had not been replaced since 1997, and needed to be replaced now. She said funding would come from the Infrastructure Fund and not the Capital Improvement Fund.

Public Comment: None

Motion: I, Commissioner Mitchell, move to approve county staff to complete the replacement of the water filter media in the water treatment system at the cost of \$100,000, not to exceed \$105,000. **Seconded by:** Lance Gilman. **Vote:** Motion passed unanimously.

11. DISCUSSION/FOR POSSIBLE ACTION: Consideration and possible approval to authorize county staff to enter into an agreement with DOWL to provide GIS support for Phase 2 of the Comstock Historic District Survey at the cost of \$10,000.

Ms. Coughlin said this is a continuation of a project that had work don on it in the recent past. She applied for \$50,000 and the match was expected to be about \$10,000, but the County was awarded the entire grant amount of \$60,000!

Public Comment: None

Motion: I, Commissioner Mitchell, move to authorize county staff to enter into an agreement with DOWL to provide GIS support for Phase 2 of the Comstock Historic District Survey at the cost of \$10,000. **Seconded by:** Lance Gilman. **Vote:** Motion passed unanimously.

- 12. DISCUSSION/FOR POSSIBLE ACTION:** Consideration and possible approval to authorize county staff to enter into an agreement with DOWL to complete a Preliminary Architect Report and Environmental Report for Phase 1 of the Lead Siphon Replacement Project in the approximate amount of \$1,147,870.

Ms. Coughlin said this entire project was estimated to be \$12 million. It is broken down into five phases. This phase is grant-funded by the Nevada Department of Environmental Protection. This will cover the architectural and environmental report. Each year more funding will be sought.

Public Comment: Matt Van Dine, Senior Project Manager with DOWL, thanked the county staff for their work on this project. The project will cover from I580 to top of siphon. Inclusion of full design will let us get the line prepared for future work.

Motion: I, Commissioner Mitchell, move to authorize county staff to enter into an agreement with DOWL to complete a Preliminary Architect Report and Environmental Report for Phase 1 of the Lead Siphon Replacement Project in the approximate amount of \$1,147,870. **Seconded by:** Lance Gilman. **Vote:** Motion passed unanimously.

13. RECESS TO CONVENE AS THE STOREY COUNTY HIGHWAY BOARD

- 14. DISCUSSION ONLY:** Report from Public Works Department regarding roads and highways in Storey County.

Operations and Projects Manager Mike Northan said the Lousetown Road project would be going to bid in two weeks. He said the staff was currently working on the Roads Capital Improvement Project. He also thanked road crews for their efforts during the recent storms.

Public Comment: None

- 15. DISCUSSION/FOR POSSIBLE ACTION:** Discussion and possible action to direct staff to develop a scope of work and create a Request for Qualifications to outsource the preparation of a parking study to address parking and other related issues in Virginia City.

Kathy Canfield said a parking study was last done in 1993 and that although the town has not physically changed that much since then, the function of the town is changing. This study is looking to identify different topics to include from the previous study, including the scope of work.

Commissioner Gilman said he has been looking to do this for many years, and that Virginia City needed more parking. Commissioner Mitchell said for the future of county offices and schools, we need greater options and flexibility.

Ms. Canfield said flexibility could be worked in, but that something will always come up.

Public Comment: None

Motion: I, Commissioner Mitchell, move to direct staff to develop a scope of work and create a Request for Qualifications to outsource the preparation of a Virginia City Parking Study. **Seconded by:** Lance Gilman. **Vote:** Motion passed unanimously.

16. RECESS TO CONVENE AS THE STOREY COUNTY LIQUOR LICENSING BOARD

17. DISCUSSION/FOR POSSIBLE ACTION: For consideration and possible approval of the First reading for On-Sale/Off-Sale Liquor License. The applicant is Mitanshu Chandna, VC Mart Gas, Liquor & Grocery located at 351 North C Street, Virginia City, NV 89440.

Deputy Frank Valdez said he found no disqualifiers for the liquor license.

Public Comment: None

Motion: I, Commissioner Mitchell, move to approve the First Reading On-Sale/Off-Sale Liquor License. The applicant is Mitanshu Chandna, VC Mart Gas, Liquor & Grocery located at 351 North C Street, Virginia City, NV 89440. **Seconded by:** Lance Gilman. **Vote:** Motion passed unanimously.

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

19. DISCUSSION/FOR POSSIBLE ACTION: To authorize the county manager to accept and sign a proposal for topographic survey services from Lumos and Associates for the B Street Wall Repair project in an amount not to exceed \$6,700.00. This is part of the FEMA reimbursed work from the heavy rain event of April 2023.

Operations and Projects Manager Mike Northan said this survey was necessary after the failure of the old stone retaining wall on B Street near Sutton Street. He said we were looking to preserve the historic stone blocks in place.

Public Comment: None

Motion: I, Commissioner Mitchell, move to authorize the County Manager to accept and sign a proposal for topographic survey services from Lumos and Associates for the B Street Wall Repair project in an amount not to exceed \$6,700.00. **Seconded by:** Lance Gilman. **Vote:** Motion passed unanimously.

20. DISCUSSION/FOR POSSIBLE ACTION: For consideration and possible approval of business license second readings:

- A. Bayview Engineering & Construction Inc. – Contractor / 5040 Robert J Matthews Pkwy ~ El Dorado Hills, CA
- B. Golden Gate Terminal LLC – General / 300 Ireland Dr. ~ Sparks, NV
- C. Quanta Telecommunication Solutions LLC – Contractor / 1580 Kleppe Ln ~ Sparks, NV
- D. The C S M Group Inc. – Contractor / 600 E. Michigan Ave Ste. A ~ Kalamazoo, MI

Public Comment: None

Motion: I, Commissioner Mitchell, move to approve second readings of business licenses under Item #20 listed as A-D. **Seconded by:** Lance Gilman. **Vote:** Motion passed unanimously.

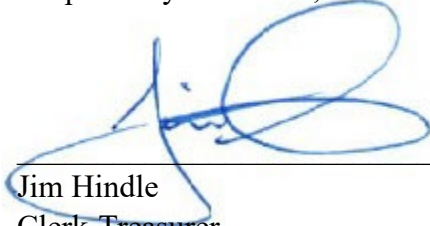
21. PUBLIC COMMENT (No Action): County Manager Austin Osborne said the county is going through significant changes with demands from the state, the federal government, the industrial park, residential growth, from everything and from all directions., We are looking at revenues and budgets. I want to commend our departments, every one of them, for at every meeting they are coming forward with ideas and plans: whether it is master plans, strategic plans, working with DOWL Engineering to come up with engineering plans, water resource plans, it really is a sign that the county is preparing to respond and dedicate resources to our communities. But also, to plan and act in a responsible manner. Gone are the days when the County was simple enough that you could just dedicate money and go fix things. Things must now be more planned out. So, I want to thank the department heads and elected officials for that effort and know that this will continue into the foreseeable future.

22. ADJOURNMENT OF ALL ACTIVE AND RECESSED BOARDS ON THE AGENDA
Commissioner Carmona adjourned the meeting at 11:19 a.m.

23. CLOSED SESSION: Call to Order Closed Session meeting pursuant to NRS 288.220 for the purpose of conferring with county management and legal counsel regarding labor

negotiations with the Storey County Sheriff's Office Employees' Association NAPS0 Local 9110. This meeting will commence immediately following the regular commission meeting.

Respectfully submitted,



Jim Hindle
Clerk-Treasurer