

MINUTES OF THE BOARD OF CHURCHILL COUNTY COMMISSIONERS

155 N. Taylor St., Fallon, NV 89406

August 4, 2022

Call to Order:

The regular meeting of the Board of County Commissioners was called to order at 8:15 AM on August 4, 2022.

PRESENT:

Commissioner H. Peter Olsen, Jr.
Commissioner Gregory Koenig
Commissioner Justin Heath
Comptroller Sherry Wideman
Deputy District Attorney Joseph Sanford
Clerk/Treasurer Linda Rothery
Deputy Clerk to the Board Pamela D. Moore
County Manager Jim R. Barbee

ABSENT:

Pledge of Allegiance:

The Pledge of Allegiance was recited by the board and public.

Public Comment:

Chairman Olsen asked if there was any public comment. Abraham Sadeigh said my complaint has been against the police department. I compare myself to being David without a little sling facing a Goliath, invisible and constantly interfering with my life. In 2009, it caused me to leave Fallon. I had no intention of losing the library as a means to revoke my right to use the public library. At the time, I was also in charge, as a volunteer, of the bookstore that we had. I had a conflict with the then Director of the library, Barbara Mathews. I told Barbara that people donate things to us that we sell and we really need to keep a record of it. At the beginning of the day, she would give me a tray with \$50 in it and I would return it back. We exchanged a couple emails and she said I have been doing it this way and I am not going to change it and, if we made \$250 a day, then she would ask the library patrons to buy a modern cash register. Until that time, all had been well. By the way, those cash register sales were not in any way related to the government or public servants. I am the public. Yet, the police department has the power of all of you ladies and gentlemen, District Attorneys, Comptroller, Commissioners and I have no one to represent me. I prepared a 62-page documented report that spans 6 decades of my life. I came here initially from Iran Persia in 1960 at the age of 19 to become an air fighter jet pilot. Gradually, I decided that did not fit my personality. The obedience part of the military did not fit me but I was still interested in flying. I soloed on a jet and realized that, looking at those planes flying in formation standing on the street is quite different. Chairman Olsen interrupted and said, sir, your 3 minutes are up. Do you have a point? Mr. Sadeigh said my point is that you have the responsibility to follow my complaint against the police department and that does not seem likely, so this has been a waste of my time. Chairman Olsen said, normally, we don't engage in conversation but this is a really simple thing here. The police department is part of the city

conversation but this is a really simple thing here. The police department is part of the city government. The county does the Sheriff's Department and, in that case, the Sheriff would be the one you would have your complaint with. If you have a problem with the city police, you need to engage with city government, not here. Abraham Sadeigh said our system is an anarchy.

Verification of the Posting of the Agenda:

It was verified by Pamela D. Moore, Deputy Clerk to the Board, that the Agenda for this meeting was posted on the 29th day of July, 2022, between the hours of 9:00 and 10:00 AM at all of the locations listed on the Agenda, in accordance with NRS 241.

Consideration and possible action re: Approval of Agenda as submitted or revised:

Commissioner Justin Heath made a motion to approve the Agenda as submitted. Commissioner Gregory Koenig seconded the motion, which carried by unanimous vote.

Consideration and possible action re: Approval of Minutes of the meeting held on:

A- June 22, 2022 Special Meeting.

The Minutes of the meeting held on June 22, 2022 are presented for the board's consideration and approval.

FISCAL IMPACT: N/A

EXPLANATION OF IMPACT: N/A

FUNDING SOURCE: N/A

ACTION REQUESTED: Accept

Commissioner Gregory Koenig made a motion to approve the Minutes of the meeting held on June 22, 2022 as presented. Commissioner Justin Heath seconded the motion, which carried by unanimous vote.

B- July 7, 2022.

The Minutes of the meeting held on July 7, 2022 are presented for the board's consideration and approval.

FISCAL IMPACT: N/A

EXPLANATION OF IMPACT: N/A

FUNDING SOURCE: N/A

ACTION REQUESTED: Accept

Commissioner Gregory Koenig made a motion to approve the Minutes of the meeting held on July 7, 2022 as presented. Commissioner Justin Heath seconded the motion, which carried by unanimous vote.

Appointments:

A- Consideration and possible action re: Approval of the Lease Agreement with Rogne Realty for the Path Program, reflecting an increase in payments to \$1,000 per month.

Churchill County Social Services has been awarded an Emergency Solution Grant (ESG) through the Nevada Housing Division to support short-term homeless placement into an apartment, if eligible, to provide shelter until an alternative housing arrangement and programming are identified. The goal is to alleviate a literally homeless situation, develop a case plan for stabilization, and provide case management.

Currently, Churchill County is awarded for up to two units. Since 2020, only one unit has been leased based on rental stock available at the allowable fair market rent approved by HUD.

A Lease Agreement is provided through Rogne Realty, which has been negotiated to include utilities, maintenance, and cleaning after each resident vacates, as required for the health and safety of next tenant. NHD has approved the increase (see letter provided).

FISCAL IMPACT: Lease term \$12,000.

EXPLANATION OF IMPACT: \$1,000 per month for a 12-month term, up to 50% match (if two units are leased).

FUNDING SOURCE: Nevada Housing Division pass-through - HUD Emergency Solutions Grant; Social Services Grants to Needy - included in FY23 Budget.

ACTION REQUESTED: Accept

Social Services Director Ernst made this presentation as outlined above.

Chairman Olsen asked if there was any public comment but there was none.

Commissioner Justin Heath made a motion to approve the Lease Agreement as presented and to authorize the Director of Social Services to execute the same. Commissioner Gregory Koenig seconded the motion, which carried by unanimous vote.

B- Consideration and possible action re: Approval of an Agreement with GovPilot, LLC, in the amount of \$24,000 for Fiscal Year 2022-2023 and \$12,000 per year for two additional years, to provide a permit management program subscription for the Building Department.

Churchill County has been using the antiquated AS400 permit management software since sometime in the 1980s but it has come to its life's end. After unsuccessfully working with Devnet for the past few years to create a new permit management program, several other existing programs were sought out and reviewed. Of the ones reviewed, staff determined that GovPilot has a cloud-based management program that best meets the Building Departments requirements to track applications and plan reviews, issue permits, record inspections, issue occupancy certificates, and manage building permits, septic permits, and manufactured home permit records.

GovPilot will install the software and personalize it for our specific work flow and needs. The subscription includes a full-time online help department, along with an integrated mobile inspection component that will allow us to input inspection results and notes in the field during the inspection. It will also allow us to see the submitted plans and any previous inspections or notes for the project.

GovPilot will migrate data from the existing AS400 permit system into their system for a one-time fee of \$11,500. This will allow us to access all permits issued by this department since 1981.

This Agreement sets the yearly fee for the GovPilot subscription at \$12,000 a year for the first 3 years. After 3 years, a new Agreement will be negotiated.

The first year's subscription fee of \$12,000 and migration fee of \$11,500 were not anticipated at the time the 2022-2023 Fiscal Year Budget was prepared. A budget augmentation will be requested to cover those costs. The yearly fee of \$12,000 will be added to future years' budget requests.

FISCAL IMPACT: An additional cost of \$23,500 for Fiscal Year 2022-2023.

EXPLANATION OF IMPACT: The 2022-2023 Building Department Budget will need to be augmented to the amount of \$23,500.

FUNDING SOURCE: General Fund.

ACTION REQUESTED: Accept

Marie Henson, Building Official, made this presentation as outlined above.

Chairman Olsen asked if there was any public comment but there was none. Commissioner Koenig said the numbers on the Agenda printed versus the one that I am looking at on my computer are different. Chairman Olsen said yes, it is asking for \$24,000 for FY 2022-2023 and \$12,000 for two additional years and, on the computer, it says \$12,000 each year. Commissioner Koenig said, it says \$11,500. Director Henson said it should say \$23,500 instead of \$24,000. They gave us a \$500 discount if we had it signed by a certain date for 1 year. Chairman Olsen said so that is added together for the 2 years and thereafter it will be the \$12,000 each year? Director Henson said yes, that is correct. Commissioner Heath said, so the data migration part is listed on my computer but is not listed on my printed Agenda. Will that be an issue, Joe? What is the public expecting us to spend here. Deputy District Attorney Joseph Sanford said I guess I will just ask Marie for clarification. Is the current intention to be \$24,000 for the first year and then \$12,000 each year thereafter and now it is \$23,500 for the first year and then \$12,000 for each year thereafter? Director Henson said it is \$23,500 for the first year and then \$12,000 for each year thereafter. Deputy District Attorney Joseph Sanford said, Commissioner Koenig, does your printed Agenda say \$12,000 for the first year, is that what you are saying? Commissioner Koenig said the issue I was having was the printed version adds the first year, plus the data migration together for \$24,000 on the first year. On the computer it says \$12,000 and then it says \$11,500 for the data migration. The data migration is not mentioned at all on the printed part but when you add the 2 together you are only \$500 off. Pam Moore said, Joe, the subject title is different from the motion is what he is referring to. Chairman Olsen said we are actually going to spend less than what it says so we should be fine.

Commissioner Gregory Koenig made a motion to approve an Agreement with GovPilot LLC, for a 3-year period of time at \$12,000 each year, with an additional one-time fee of

\$11,500 to provide data migration at the start of the Agreement. Commissioner Justin Heath seconded the motion, which carried by unanimous vote.

C- Consideration and possible action re: Approval of an Agreement with GovPilot, LLC for a permit/data management software platform to replace the AS400 software, in the amount of \$38,724 for Fiscal Year 2022-2023 and \$32,724 for Fiscal Year 2023-2024, for the Public Works, Planning & Zoning Department.

The soon-to-be-obsolete AS400 system used by the Public Works, Planning & Zoning department will be obsolete at the end of 2022 and will need to be replaced. As DevNet will no longer be developing software for the department, GovPilot was selected as the software provider to replace the AS400. The software will provide a cloud-based platform that will handle planning, business licenses, code enforcement, and, eventually, water right permits and data management.

The Agreement sets the annual fee for a 9-templated module, at \$32,724 with a one-time fee of \$6,000 for data migration, payable in year 1. The cost of this software subscription was not anticipated at the time of the FY22-23 budget preparation, so a budget augmentation will be requested to cover the costs. The contract is renewable after year 2 and a new price will be negotiated. The effective date of the Subscription Service Order is August 31, 2022.

FISCAL IMPACT: FY23 - \$38,724; FY24 \$32,724.00.

EXPLANATION OF IMPACT: The FY22-23 Public Works, Planning & Zoning Department's budget will need to be augmented to add the amount of \$38,724.

FUNDING SOURCE: General Planning Department Fund.

ACTION REQUESTED: Accept

Chris Spross, Public Works Director, made this presentation as outlined above. He said there is not much that I can add from what Marie had said. We are in the same situation with the AS400 system. Several meetings ago, I mentioned how DevNet was not supporting us and we were moving forward with another provider. I opted for a 2-year subscription instead of a 3-year subscription. I want to make sure I am comfortable with what they are providing first. I have a first-year fee that is higher than the fee in subsequent years. I was quoted \$9,000 for data migration and they gave me a \$3,000 discount, so it will cost \$6,000 in the first year for data migration for our permits, business licensing, and also code compliance. We have 3 different sets of data to migrate. I am looking at needing 9 templated modules, so my price is a little higher. It will be an annual fee of \$32,724 for those. All of the modules include 12 hours of setup and training and customization. They brought over 200 different templates to address but there is some tweaking here and there. We will still have some information on spreadsheets that we will have to enter once we have that. We will have to augment our budget for this year because we were not aware we were going to do this. Next year it will be in the budget.

Chairman Olsen asked if there was any public comment but there was none. Chairman Olsen said is this the end of the AS400 system? Once this data migration happens in these 3 departments, we won't need it any longer? Director Spross said we have been told that, at the end of this year, we will no longer have any support for it. It would still be in existence but we would not be using it. Without support, it does not do us any good. We are unable to do some

very rudimentary things on it right now, so, as far as my department is concerned, once the new software is implemented, we will not be using it anymore. Chairman Olsen said I suspect we will shut this down at the end of the year. Director Spross said we are also paying something like \$15,000 a year for support and that would also go away. Comptroller Wideman said we pay IBM a contracted fee, which is paid until December and then there is an additional back-up that goes until March 2023, which has already been paid. We can keep it up, there just won't be new data going in it. IBM does not support it. We have an outside contract with a company that does the software part, if needed, not for the coding of the software. IBM only covers the hardware not software.

Chairman Olsen said on all of these, it occurs to me that there is a cost here and I know we have the money to cover it but our cost net will go up on all of these.

Commissioner Justin Heath made a motion to approve an Agreement for a 2-year Software Subscription Service Order with GovPilot in the amount of \$38,724 for FY23 and \$32,724 for FY24. Commissioner Gregory Koenig seconded the motion, which carried by unanimous vote.

D- Consideration and possible action re: Approval of an Agreement with GovPilot, LLC, in the amount of \$21,000.00 for Fiscal Year 2022-2023 and \$16,000.00 per year for two additional years, to provide a software application that will manage data for the Clerk/Treasurer's Office.

The Clerk/Treasurer is responsible for processing Marriage Licenses and Marriage Officiant applications, Filing of Notary Bonds, and Fictitious Business Name Certificates.

The last remaining departments that are still utilizing the ADS application on the IBM server are Building, Planning, and Clerk/Treasurer. The annual cost to maintain the IBM server is approximately \$13,000. This will be a cost savings once we get all departments and their data off the IBM server.

During 2020, it was evident that we needed to have more online services available for the public and the previous software we were scheduled to receive was a legacy piece that did not provide online functionality. GovPilot has a cloud-based management program that will allow the Clerk/Treasurer's office the ability to manage and track online activity for application processing and appointment scheduling.

The first year's subscription of \$16,000 and the one-time data conversion fee of \$5,000 were not projected at the time the 2022-2023 budget was prepared. A budget augmentation will be requested to cover those costs. The annual subscription of \$16,000 will be added to future years' budget requests.

FISCAL IMPACT: An additional cost of \$21,000 for Fiscal Year 2022-2023.

EXPLANATION OF IMPACT: The 2022-2023 Clerk/Treasurer's Budget will need to be augmented to the amount of \$21,000.

FUNDING SOURCE: General Fund.

ACTION REQUESTED: Accept

Linda Rothery, Clerk/Treasurer, made this presentation as outlined above. She said the only difference between the Planning and Building Departments is, 5 years ago, DevNet did have a piece for our office for marriage licenses and marriage officiants and we were planning on having that but, when COVID hit, it opened our eyes because we needed to have more online opportunities for the public but we didn't. When we looked at the piece that we were scheduled to get, it didn't have that online piece. We looked at GovPilot back then to see what they had and they did have a great online piece that would work perfect for what we need. It will let our office track online activity and set up appointments for our office.

Chairman Olsen asked if there was any public comment but there was none. He said with the cloud-based part of it, is that cost included and will we have more functionality online? Clerk/Treasurer Rothery said, yes, it is. We are going to link with the public and we will link with the Planning and Building Departments. It will be nice to be able to link and have visibility to each other. Chairman Olsen said with the Assessor being on DevNet, will that be an issue? Clerk/Treasurer Rothery said no because there is a piece where we can link.

Commissioner Gregory Koenig made a motion to approve an Agreement with GovPilot LLC, for a 3 year period of time at \$16,000 each year, with an additional one-time fee of \$5,000, to provide the data conversion at the start of the Agreement. Commissioner Justin Heath seconded the motion, which carried by unanimous vote.

E- Consideration and possible action re: Approval of the updated Investment Policy for Churchill County.

Churchill County has an Investment Policy, which provides for the investment goals and guidelines for the Clerk/Treasurer to follow. The policy sets forth the objectives: 1) Preservation and safety of capital, liquidity, and maximization of the rate of return; 2) Performance (stay consistent with objectives); 3) Authorized Securities (within NRS 355 Public Investments); 4) Asset Mix Constraints (allocations, durations, average maturities); and 5) Credit criteria.

After reviewing the policy with our Investment Advisors, the attached policy changes are recommended for the board's consideration. There have been small changes made to Chapter 355 of the Nevada Revised Statutes, Public Investment, that have occurred over the past few years and it is recommended to make those changes and update our Investment Policy.

We are constantly reviewing our investment portfolio and cash flows to evaluate the effectiveness of our investment program. The goal is to increase the rate of return and work within the objectives of our policy. The preservation and safety of capital, liquidity, and rate of return will continue to be the cornerstone of our investment strategy.

FISCAL IMPACT: The changes in the investment policy will provide short and long maturities and possibly higher rates of return or investments to benefit Churchill County.

EXPLANATION OF IMPACT: See above.

FUNDING SOURCE: General Fund.

ACTION REQUESTED: Accept

Linda Rothery, Clerk/Treasurer, made this presentation as outlined above.

Chairman Olsen asked if there was any public comment but there was none.

Commissioner Justin Heath made a motion to approve the revisions to the Churchill County Investment Policy as submitted. Commissioner Gregory Koenig seconded the motion, which carried by unanimous vote.

F- Consideration and possible action re: Community Development Block Grant (CDBG) Fiscal Year 2023 funding overview, priority approval, and pre-application release.

Annually, the Governor's Office on Economic Development provides opportunities for funding to local jurisdictions per HUD's Community Development Block Grant (CDBG) requirements. Per the guidelines, local jurisdictions must have an open and competitive process and public input on projects to be submitted.

Caleb Cage, Churchill Counties CDBG lead, and Shannon Ernst, Secondary contact, will provide an overview of the program, proposed priorities for FY23, and timelines per GOED guidelines. The goal is to obtain feedback and approval of the priorities and open the pre-application process until August 24, 2022.

FISCAL IMPACT: None at this time.

EXPLANATION OF IMPACT: N/A

FUNDING SOURCE: N/A

ACTION REQUESTED: Accept

Shannon Ernst, Social Services Director, had a PowerPoint presentation as follows:

Community Development Block Grant Program Federal Funding Year 2023 Award FY24

CDBG and Churchill County

Nevada Governor's Office of
ECONOMIC DEVELOPMENT



CDBG: Past, Present and Future

What are some of the critical issues addressed in the Community Development process?

- Job and economic development (entrepreneurship, business retention, expansion, new business development)
- Education and workforce development
- Infrastructure development and improvement
- Quality of life, culture and recreation
- Social issues such as housing, crime, teen pregnancy and substance abuse
- The quality to access governmental services
- Community image and marketing, and
- Tourism development

What is CDBG?

CDBG is the

Community Development Block Grant Program

Administered nationally by the

US Department of Housing and Urban Development (HUD)
and in the State of Nevada by the Governor's Office of
Economic Development then passed through to local
governments, such as Churchill County

CDBG History

- The Federal Housing and Community Development Act of 1974
- Applicable regulations at 24 CFR Part 570
- Act amended in 1981 to give each State the opportunity to administer Federal funds for non-entitlement (essentially rural) areas
- State CDBG Program celebrated its 35th anniversary in early 2017

Program Objectives

- Primary objective is to develop viable communities by:
 - providing decent housing
 - providing a suitable living environment, and
 - ***expanding economic opportunities***
- The State must ensure at least 70 percent of CDBG grant funds are used to benefit LMI persons over a 3 year period. Nationally this figure stands at over 96 percent
- On a project by project basis, the funds can go only to activities that will:
 - benefit 51 percent or more LMI persons, or
 - aid in the prevention or elimination of slums or blight, or
 - address a recent urgent community development need

Roles and Responsibilities

- HUD: ensures State compliance with Federal laws, regulations and policies
- States: help formulate community development objectives, decide how to distribute funds among communities in non-entitlement areas, ensure recipients comply with applicable State and Federal laws and requirements
- Local governments: consider local needs, prepare grant applications for submission to the State, and implement the funded community development activities

CDBG in Rural Nevada

- Approximately \$3.4 million annually, increase from \$2.4 – This includes State Administration Dollars and Set-Asides
- Based on a HUD formula which takes into account population, poverty levels, overcrowded housing, and age of housing
- In Nevada, the State CDBG Program serves approximately 15 percent of the State population
- *In the past was versatile and effective community development tool, used consistently over the years to leverage other Federal and State resources for community and economic development in rural Nevada. Since 2016 the priority is job creation and must utilize other funding before CDBG*

CDBG Recipients in Nevada

- 15 rural counties
Churchill, Douglas, Elko, **Esmeralda**, Eureka, Humboldt, Lander, Lincoln, Lyon, Mineral, Nye, Pershing, Storey, Washoe, White Pine
- 11 small cities
Caliente, Carlin, Elko, Ely, **Fallon**, Fernley, **Lovelock**, **Wells**, **West Wendover**, Winnemucca, Yerington
- Sub recipients: may include non-profits organizations and for-profit enterprises
- State and Federal agencies are ineligible

***Cities / Counties highlighted are LMI areas*

Eligible Activities

- Acquisition of property for public purposes
- Construction or reconstruction of streets, water and sewer facilities, neighborhood centers, recreation facilities and other public works
- Demolition
- Rehabilitation of public and private buildings
- Public services
- Planning activities
- *Assistance to non profit entities for community development activities **** Economic Development (creation of jobs)*
- Assistance to private for profit entities to carry out economic development activities, including assistance to micro enterprises

PAST Types of Projects

- Water, wastewater and storm drain design and construction
- Streets, roads and sidewalks
- Fire stations
- Community, senior and youth centers
- Handicapped access
- Emergency vehicles/equipment
- Health clinics
- Libraries
- Substance abuse centers
- Affordable housing
- Assisted living facilities
- Housing rehabilitation
- Planning
- Landfills
- Downtown revitalization
- Small business lending
- Industrial park design and construction
- Airport improvements
- **Other economic development activities**

Effectiveness of CDBG

- ADA Compliance for Churchill County Fairgrounds & County Administration Buildings – 3
- Community Assessment
- Multi-Use Facility Feasibility Study
- Oasis MHP Wastewater Project – Purchase of Manholes
- AED Equipment Purchase & Training Program
- Technology Grant – Purchase of computers for JPO
- Homeowner Rehab for Low to Moderate income families
- Assisted New Frontier Treatment in expansions to provide additional substance abuse treatment to community members
- Affordable Housing Assessment and future planning
- Assisted in accessing HUD funding successfully for past 8 years for the Rural Nevada Continuum of Care
- Assisting in the development of Small Business Development Centers with rural communities of Economic Development
- Out of Egypt Food Pantry Collaboration – Construction Project (conversion to acquisition)
- Equipment and training activities for CASA start-up
- Economic Development Plan and Implementation – 17 jobs created for LMI
- Life Center- Business access to increase support for seniors

Housing and Community Development Needs Assessment

- Need to update annually to include community input on identified needs and proposed projects
- Post in 3 locations for 3 meetings with official minutes
- Reach out to elected Officials, Department heads and non-profits to obtain input

Proposed Priorities for submittal

HCNDA Draft

■ **ADA Accessibility**

Upgrade government buildings, facilities, and support non-profits in becoming ADA compliant

■ **Community Needs Projects**

Support community projects that benefit the Low to Moderate Income (LMI) areas within the community for the betterment of health, safety, and decent living environment. These projects may include:

- ❑ Technology that support efforts to provide better safety, emergency management, and health service response time and accuracy to serve Churchill County communities.
- ❑ Building and related materials to support the establishment of a regional Public Health District.

Community Services & Facilities

- Technology to county and community facilities to provide youth, low-income individuals, and senior population better educational, employment, and entrepreneurial opportunities.
- Adequate space to provide needed community assistance and elderly to remain living on their own and to further assist in the development of senior services.
- Mentor programming and partnerships with the Western Nevada Community College and the Churchill County School District to develop programming for the minority populations that engage LMI to further education and look at entrepreneurial opportunities.
- Support programming and agencies that elevate gaps in safety net programs, but do not duplicate current efforts. Safety Net includes, housing, health care, food, and employment.
- Safe and adequate space to provide childcare for residents.

Community Water & Waste Water Systems

- Provide access to county water and waste systems for LMI residents and densely populated areas.
- Evaluate, maintain, and upgrade existing water/wastewater facilities and systems to ensure compliance to meet all federal and state regulations.

Economic Development

- Support local economic development efforts to assist in the planning of downtown revitalization, elimination of slum/blight areas, and create an overall strategy to mentor business creation, growth, and retention.
- Feasibility study to explore creation of Industrial Rail Park in conjunction with FAA grants to provide for initial feasibility/scoping of a future industrial/rail park/airport complex in the northwest corner of the County.
- Mentor business, counseling, training, and microlending for small businesses programs that develop and maintain diversified workforce.
- Develop an enhanced recreational vehicle area in conjunction with the Rafter 3C Arena to support tourism economic development.

Housing

- Support developers and organizations that provide affordable housing opportunities within the community through subsidized rents, weatherization, rehabilitation, down payment assistance, and other homebuyer programs that benefit LMI families.
- Evaluate and implement plans to address needs of housing to ensure adequate availability in the community.
- Elimination of housing considered inadequate and in blight areas.
- Support and encourage fair housing activities for low income, disabled, elderly, and minority groups.

CDBG Process in Churchill County

ACTION	DATE	TIME	LOCATION	MEETING TYPE
Commissioners Presentation - Program update	August 4, 2022	1:15pm	BOCC	1st Public Meeting
Commissioners Presentation - Approval of Program Priorities HCNDA and release of preapplications	August 4, 2022	1:15pm	BOCC	1st Public Meeting
Preapplications accepted August 4, 2022 to 5pm August 24, 2022	August 24, 2022	Close 5:00pm	SS - Zoom Grants	N/A
Commissioners presentation on preapplications received - two week comment period opens	September 1, 2022	8:15am	BOCC	Public Meeting
Two Week Comment Period 9/1/22-9/14/2022	September 14, 2022	12:00PM	Social Services	Public Comment
Public Hearing on comments received and approval of preapplication submittal / ranking	September 14, 2022	1:15pm	BOCC	2nd Public Meeting ** Advertise 2 wks. prior
CDBG Impact Analysis submittal for all project to be reviewed by GOED	September 20, 2022	5:00pm	Social Services	email - prior to 9/30/22
Submittal of preapplications to GOED DEADLINE	October 14, 2022	11:59pm	Social Services	ZOOM Grant Submittal
Approval for full application or denial by GOED	October 19-20th, 2022		Electronically	ZOOM Grant
Notification of outcome from GOED to Commissioners - ranking of projects or closer of process	November 16th, 2022		BOCC	3rd Public Meeting - post 14 days prior
Final Applications / Documents submitted in ZOOM Grants for County review	January 25, 2023	11:59pm	Social Services / Zoom Grants	Public deadline
Applications due to GOED	February 17, 2023	11:59pm	Social Services / Zoom Grants	CLOSED SUBMITTAL
GOED Advisory Committee Meetings - Applicant Presentations at GOED	March	TBA	TBA	OPEN
Final Grant Awards	July-23	TBA	TBA	CLOSED
Grant Fiscally Awarded	July - Sept 2023	TBA	TBA	CLOSED

MISSION

Churchill County continues to strive in building economic development and has identified priorities that assist in economic growth through the following methods:

- Create and implement an economic development strategic planning and implementation of programming that is identified in the community to strengthen the economic climate.
- Expansion of public water and waste water facilities to provide for safer living environment for residents and business owners.
- Affordable housing to provide safe and decent housing for all residents of the community.
- Continuing to support and diversify resources within the community to assist in the betterment of health, safety, and decent living environments.
- By providing the continuing support to community resources and engaging the public to participate in an open process Churchill County will maintain a strong community foundation.

Chairman Olsen asked if there was any public comment but there was none. He said does staff have a list of recommendations to put forward? I see there is a whole list of considerations. Director Ernst said we are bouncing around some different ideas. We are working with Caleb Cage, Bruce Breslow, County Manager Barbee, and some other Department Heads to see what they would like to bring forward. If you approve the process today, we will really dive in; are they going to meet the priorities of CDBG, because, you know, the last few years, that has not been successful and then we would bring those back to you. We have a long list that we will bring down to 3-4. Chairman Olsen said, in the past, this has brought millions to the city and the county. I know we have worked together, at times. The City/County Gym over there was one of the items. The Out of Egypt Food Pantry was a very successful project. That money will benefit the community, so I think we should support this. You can't hit if you don't swing, so we have to try. Director Ernst said if there are projects that come about that meet the priorities for the city, we will meet with them also. We always work closely with them. Caleb Cage will be the lead this year. We will sit down with the city and go through their list and our list and how we can benefit each other on this.

Chairman Olsen said do we get any points because the city automatically is identified as LMI and we are not? Director Ernst said no, what happens is we identify a project within the city, we can utilize some of those demographics but if it is for a program like looking at a childcare program within city limits, we would have to look at the participants. You have to nail down based on that and it kind of changes based off of the project. If we look at the Central Nevada Health District, we have to look at all those populations that are being served. The city, if they

are redoing a street, then they get to use 51% LMI. We have never had that so we have had to do the income surveys. There are only certain demographics that fall directly that are considered 51% and that is the elderly, disabled, and homeless.

Commissioner Gregory Koenig made a motion to approve the FY23 Priorities and release the pre-applications as presented. Commissioner Justin Heath seconded the motion, which carried by unanimous vote.

G- Consideration and possible action re: A request for a one-year extension of the deadline to record six parcel maps north of Dillon Road for Nev Dev, LLC and Mason 1, LLC, which was approved by the Board of County Commissioners on August 5, 2021.

The McCreary family (Nev Dev LLC and Mason 1 LLC) purchased these parcels and proposed a tentative parceling plan, which was approved. They submitted six (6) parcel maps to create sixteen (16) five-acre lots that were approved by the Board of County Commissioners on August 5, 2021. The developers are requesting a one-year extension for recording the final maps because of delays by NV Energy. They anticipate the improvements to be completed around September 1, 2022, but delays are anticipated. This development is east of Roberson Lane and north of Dillon Road on parcels 008-113-49 and 008-113-56.

FISCAL IMPACT: N/A

EXPLANATION OF IMPACT: N/A

FUNDING SOURCE: N/A

ACTION REQUESTED: Accept

Public Works Director Chris Spross made this presentation as outlined above.

Chairman Olsen asked if there was any public comment but there was none. Commissioner Koenig said so they are not anticipating any further extensions? Director Spross said no, they mentioned that they thought they would be done in September as long as the supply chain doesn't cause any hiccups. They are moving forward with the project. There is no delay on their part.

Commissioner Justin Heath made a motion to approve the request from Nev Dev LLC and Mason 1 LLC to extend the deadline to record the six (6) parcel maps north of Dillon Road for one year, expiring on August 5, 2023. Commissioner Gregory Koenig seconded the motion, which carried by unanimous vote.

Letters Received:

A- Bureau of Land Management's notification that they will be conducting an Environmental Impact Statement (EIS) for the proposed construction, maintenance, operation, and termination of a 700MW alternating current solar photovoltaic power generating facility and 700MW battery energy storage system, known as Libra Solar, on 5,413 acres of BLM-managed lands located in Mineral County, Nevada, and invitation for Churchill County to become a Cooperating Agency and participate in the process.

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and termination of a 700MW alternating current solar photovoltaic power generating facility and 700MW battery energy storage system, known as Libra Solar, on 5,413 acres of BLM-managed lands located in Mineral County, Nevada, and invitation for Churchill County to become a Cooperating Agency and participate in the process. A more detailed draft project description is provided.

Cooperating Agencies may agree to contribute staff to participate on the interdisciplinary team to help develop and review the analysis or provide information. If Churchill County wants to be a Cooperating Agency, a form and return envelope are provided. Responses are due by August 18, 2022.

FISCAL IMPACT: N/A

EXPLANATION OF IMPACT: N/A

FUNDING SOURCE: N/A

ACTION REQUESTED: None; Informational Only

B- Bureau of Land Management's notification that it has made available for public review the Preliminary Marietta Burro Range Gather in southern Mineral County and the public comment period.

The Bureau of Land Management provides notification that it has made available for public review the Preliminary Marietta Burro Range Gather in southern Mineral County and public comment period that is open through August 22, 2022. The proposed action is to gather and remove excess wild burros from within and outside the Marietta Burro Range in order to achieve the established appropriate management level (AML). The Preliminary Environmental Assessment (PEA) analyzes the direct, indirect, and cumulative effects from implementation of the project. The BLM has preliminarily determined that this project would have no significant impact on the human environment.

The 30-day public comment period is from July 22, 2022 to August 22, 2022. A copy of the PEA is available online at: <https://go.usa.gov/xuxxA>. BLM prefers that comments be submitted via the ePlanning website at: <https://go.usa.gov/xuxxA> but can also be submitted via mail as outlined in the letter.

FISCAL IMPACT: N/A

EXPLANATION OF IMPACT: N/A

FUNDING SOURCE: N/A

ACTION REQUESTED: None; Informational Only

C- Joann Stark's letter of appreciation to Commissioners for addressing the lack of multi-family housing in the community and for supporting the investments made to ensure a strong, competitive local economy.

Joann Starks writes to thank the Commissioners for addressing the lack of multi-family housing in the community and for supporting the investments made to ensure a strong, competitive local economy.

FISCAL IMPACT: N/A

EXPLANATION OF IMPACT: N/A

FUNDING SOURCE: N/A

ACTION REQUESTED: None; Informational Only

New Business:

A- Consideration and possible action re: Request from Audra Bunker to participate in Churchill County's Retirement Incentive Plan and the county's payment of approximately \$44,000 for PERS credit.

The Board of County Commissioners revised and approved the Retirement Incentive Policy in October 2000. Revisions were made to the Policy in December 2014 and further revisions were made and adopted by the Board in December of 2015 (see Policy).

Key components of the plan are as follows:

- To be eligible for this program, a non-law enforcement employee must have completed 25 years of service with the county and must be eligible to retire with 30 years of retirement credit under the provisions of the Public Employees Retirement System.
- Applications must be submitted to the County Manager at least four months and not more than 12 months prior to the proposed retirement date.
- The county will participate in the purchase of retirement credit of up to 3 years as follows: 50% purchase by the county and 50% by the employee.

Audra Bunker submitted her Application on June 9, 2022. Her proposed retirement date (last paid day at work) is January 2, 2023. Ms. Bunker is requesting the county purchase 18 months of service credit. If this Agenda item is approved, she would be required to purchase a total of 18 months of service credit on her own. She will then have met the required employee purchase amount. PERS records indicate that she has already purchased 12 months, so she needs to purchase six more.

As of her proposed retirement date, she would have 26.5 years of service with the county and 30 years of service credit with PERS.

The estimated cost of the purchase is approximately \$44,000, based on her age and her current rate of pay (and based on the amount she paid for a recent purchase). As has been the case with previous retirement incentive participants, a final number will not be known until a purchase agreement with PERS is in place. In determining whether there would be a financial savings to the county, staff has followed past practice and projected savings based on a new employee being hired at the first step of the current employee's pay grade, in this case D44 and looking at the first three years of employment. Based on this projection, the county would save a total of \$57,241 in salary and PERS costs in the first three years, which exceeds the \$44,000 estimated cost for the PERS purchase.

FISCAL IMPACT: Approximately \$44,000. Final amount to be determined.

EXPLANATION OF IMPACT: Cost of PERS service credit for 18 months is based on a recent purchase made by the employee, extrapolated to 18 months.

FUNDING SOURCE: Compensated Absence Fund.

ACTION REQUESTED: Accept

Geof Stark, Human Resources Director, made this presentation as outlined above.

Chairman Olsen asked if there was any public comment but there was none.

Commissioner Gregory Koenig made a motion to approve Audra Bunker's request and to authorize the purchase of 18 months of PERS credit on Ms. Bunker's behalf, contingent on her purchasing enough PERS credit to match the county's 18 months and enough PERS credit to retire with 30 years. Commissioner Justin Heath seconded the motion, which carried by unanimous vote.

B- Consideration and possible action re: Modifications to the Retirement Incentive Policy.

As the board is aware, Churchill County has an Early Retirement Incentive Policy and a Separation Incentive Policy. These policies establish a process by which Churchill County employees may retire early from county service with the county purchasing retirement credit on behalf of the employee, provided the employee meets certain requirements. As it is currently worded, the policy states that the "County Manager will review the application and bring it before the County Commissioners within 60 calendar days of receipt". This implies that all applications will be brought before the board, whether or not the employee meets the requirements. Staff recommends a change that gives the County Manager the authority to make a determination as to whether the employee and application meet the requirements of the policies before forwarding it to the board.

A second change is also proposed. The policy indicates that the employee may request a waiver of requirements of the policy. The board has made it clear that one requirement that will not be waived is that the employee must match the county in the amount of service time requested to be purchased. (For example, if the employee requests the county to purchase six months, the employee must also purchase six months.) Staff requests changes to the language that would make it clear that this requirement of the policy will not be waived.

FISCAL IMPACT: \$0

EXPLANATION OF IMPACT: The changes probably will not result in any changes to the number of applications that are approved.

FUNDING SOURCE: N/A

ACTION REQUESTED: Accept

Geof Stark, Human Resources Director, made this presentation as outlined above.

Chairman Olsen asked if there was any public comment but there was none.

Commissioner Justin Heath made a motion to approve the Early Retirement Incentive Policy and Separation Incentive Policy as amended. Commissioner Gregory Koenig seconded the motion, which carried by unanimous vote.

Closed Personnel Session Pursuant to NRS 288.220) re: Discussion of negotiations with Operating Engineers Local No. 3 (Dispatch Supervisor Unit):

8:45 AM A- Closed Personnel Session Pursuant to NRS 288.220 re: Discussion of negotiations with the Operating Engineers Local No. 3 (Dispatch Supervisor Unit).

A closed session will be held to discuss the progress of negotiations with the Operating Engineers Local No. 3 (representing the Dispatch Supervisor Unit). No action will be taken as this is for informational purposes only.

FISCAL IMPACT: N/A

EXPLANATION OF IMPACT: N/A

FUNDING SOURCE: N/A

ACTION REQUESTED: None; Informational Only

The meeting was recessed at 9:05 AM.

Commissioner Gregory Koenig made a motion to recess the meeting to go into closed session pursuant to NRS 288.220. Commissioner Justin Heath seconded the motion, which carried by unanimous vote.

The meeting reconvened at 9:23 AM.

Consent Items:

A- Consideration and possible action re: Transfer of funds to the Churchill County Road Department, in the amount of \$250,000, for FY 2022 Road and bridge projects for the 4th quarter (prior fiscal year).

The Churchill County Road Department is requesting a transfer of funds in the amount of \$250,000 for payment of FY 2022 Road and bridge projects for the 4th quarter. The transfer is to be split 50/50 from Regional Transportation Fund 280 and Public Transit Fund 395.

The reimbursement is for the Miners Road shouldering project, in the amount of \$101,703.10; the Bottom Road asphalt approach (22-04), in the amount of \$72,330.77; the Alpine Road gravel upgrade, in the amount of \$68,486.14, and the Souza Place gravel upgrade, in the amount of \$18,075.42.

Although the projects total \$260,595.43, the department is only requesting to transfer the encumbered amount of \$250,000, which was approved by the Regional Transportation Commission at the May 18, 2022 meeting.

FISCAL IMPACT: \$125,000 from Regional Transportation Fund 280-630-85300 (prior fiscal year) and \$125,000 from Public Transit Fund 395-881-85300 (prior fiscal year).

EXPLANATION OF IMPACT: N/A

FUNDING SOURCE: \$125,000 from Regional Transportation Fund 280-630-85300 (prior fiscal year) and \$125,000 from Public Transit Fund 395-881-85300 (prior fiscal year).

ACTION REQUESTED: Accept

B- Consideration and possible action re: Churchill County Sheriff's 2nd Quarter 2022 Report regarding the number of deaths of prisoners in the county jail, which was zero for the period of April through June 2022.

Nevada Revised Statutes require a report from the Churchill County Sheriff regarding the number of deaths of prisoners in the county jail and any known circumstances surrounding any such deaths. There were no such deaths at the jail for the period of October through December 2021.

FISCAL IMPACT: N/A

EXPLANATION OF IMPACT: N/A

FUNDING SOURCE: N/A

ACTION REQUESTED: Accept

C- Consideration and possible action re: Treasurer's Report for June 2022 showing a balance of \$49,685,683.72 in the account.

Clerk/Treasurer Linda Rothery provides the Treasurer's Monthly Report for June 2022, which shows a balance of \$49,685,683.72 in the account. This report is provided for the board's consideration and acceptance.

FISCAL IMPACT: N/A

EXPLANATION OF IMPACT: N/A

FUNDING SOURCE: N/A

ACTION REQUESTED: Accept

D- Consideration and possible action re: Quarterly Report to the Nevada Department of Taxation of Churchill County's Economic Condition for the fourth quarter ending June 30, 2022.

Provided for the board's review and consideration is the revised quarterly report that is prepared in accordance with the Nevada Administrative Code (NAC). This report has been revised by the Committee on Local Government Finance. The report must be submitted to the Department of Taxation within 45 days of completion of the prior quarter. A signed copy will be forwarded to the department in a timely manner.

FISCAL IMPACT: N/A

EXPLANATION OF IMPACT: N/A

FUNDING SOURCE: N/A

ACTION REQUESTED: Accept

E- Consideration and possible action re: Report of the condition of each fund in the treasury and the statements of receipts and expenditures pursuant to NRS 251.030 and NRS 354.290.

A Fund Balance Report is attached indicating the beginning balance, receipts, disbursements, and the ending balance of each fund for Churchill County as required by NRS 251.030 and NRS 354.290.

FISCAL IMPACT: N/A

EXPLANATION OF IMPACT: N/A

FUNDING SOURCE: N/A

ACTION REQUESTED: Accept

Commissioner Justin Heath made a motion to approve the Consent Agenda as submitted Commissioner Gregory Koenig seconded the motion, which carried by unanimous vote.

Consider Future Agenda Items:

There were no future Agenda items suggested.

Commissioner and Management Staff Reports:

Chairman Olsen reported on the following topics:

- We had CEDA meeting where we discussed the budget and the move for them due to eviction from their current location. They are going to rent the old Berney Realty building.
- Jim and I had breakfast with the Mayor and Bob Erickson for our city/county meeting.
- I had a great vacation.

Commissioner Koenig had nothing to report.

Commissioner Heath reported on the following topics:

- We had a Park and Recreation Commission meeting and agreed to a new agreement for the Rafter 3C.

County Manager Barbee was not present.

Sheriff Hickox was not present.

Comptroller Wideman reported on the following topics:

- We are working on our Fiscal Year End.
- We are being audited by PERS to make sure we put all the payroll in right.
- We found a CPA firm for Agreed Upon Procedures for the Coalition for Senior Citizens.

Civil Deputy DA Sanford had nothing report:

Clerk/Treasurer Rothery reported on the following topics:

- We are busy with property taxes.

Claims and Payroll Transmittals:

The Claims and Payroll Transmittals were submitted for the board's consideration and approval.

Public Comment:

Chairman Olsen asked if there was any public comment but there was none.

Adjournment:

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The meeting was adjourned at 9:25 AM.

Approved: _____



H. Peter Olsen, Jr., Chairman

Approved: _____



Greg Koenig, Vice-Chairman

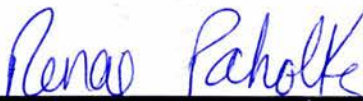
Approved: _____



Justin Heath, Commissioner

ATTEST:

Linda Rothery, Clerk/Treasurer



Renae Paholke, Deputy Clerk