

Fernley Planning Commission

Meeting Minutes

March 8, 2017

Chairman Jan Hodges called the meeting to order at 5:00 pm at Fernley City Hall, 595 Silverlace Blvd, Fernley, NV.

1. Roll Call

Present: Chairman Jan Hodges, Vice Chairman Sue Gill, Commissioner Paul Unterbrink, Commissioner Felicity Zoberski, Commissioner Angela Lewis, Commissioner Sean Desruisseaux, Commissioner Jenni McCullar. **Not Voting:** Planning Director Tim Thompson, Assistant Planner Melinda Bauer, City Attorney Brandi Jensen, Deputy City Attorney Brent Kolvet, Administrative Specialist Lillian Cabral.

2. PUBLIC INPUT.

There was none.

3. APPROVAL OF THE AGENDA

Motion: MOVE TO APPROVE THE AGENDA, **Action:** Approved, **Moved by:** Vice Chairman Sue Gill, **Seconded by:** Commissioner Angela Lewis, **Vote:** Motion carried by roll call. **Vote: (summary:** Yes = 6, No = 0, Abstain: 1). **Yes:** Chairman Jan Hodges, Vice Chairman Sue Gill, Commissioner Angela Lewis, Commissioner Felicity Zoberski, Commissioner Paul Unterbrink, Commissioner Sean Desruisseaux, Abstain: Commissioner Jenni McCullar.

4. (Possible Action) FPC 02/08/2017 Approval Of Minutes 20170208 FPC MINUTES

Motion: MOVE TO APPROVE THE FEBRUARY 08, 2017 FERNLEY PLANNING COMMISSION MINUTES AS DISTRIBUTED. **Moved by:** Commissioner Sue Gill. Motion failed.

Commissioner Unterbrink pointed out that on page 3, paragraph 2 the comments were made by Commissioner Desruisseaux and not himself.

Commissioner Sue Gill Amended the Motion TO APPROVE A CORRECTION ON PAGE 3, PARAGRAPH 2; COMMENTS WERE MADE BY COMMISSIONER DESRUISSEAUX NOT COMMISSIONER UNTERBRINK. Seconded by: Commissioner Lewis.

Planning Director Thompson pointed out that the vote on item 5.1 was not unanimous. He explained the vote was 5 yes, 1 no. He asked the commission to delete the word unanimous from the motion.

Commissioner Sue Gill Amended the Motion: TO DELETE THE WORD “UNANIMOUS” IN THE MOTION ON ITEM 5.1. Seconded by: Commissioner Angela Lewis. **Action:** Approved, **Vote:** Motion passed (**summary:** Yes = 6, No = 0, Abstain: 1) **Yes:** Chairman Hodges, Vice Chairman Gill, Commissioner Lewis, Commissioner Zoberski, Commissioner Unterbrink, Commissioner Desruisseaux. **Abstain:** Commissioner McCullar.

5. PRESENTATION AND DISCUSSION:

5.1 Discussion And Training On The Open Meeting Law And Ethics By The City Attorney’s Office.

City Attorney Jensen explained her priority is to train each Planning Commissioner to keep them out of hot water. If there is a lawsuit, it is also her job to represent each Planning Commissioner. Mrs. Jensen explained the daily duties of her office and statistics of her office. She explained her office also handles Criminal and Civil cases. She asked each commissioner to share a little about themselves. City Attorney Jensen explained the Open Meeting Law which, is regulated by the Attorney Generals Office. She explained topics including a quorum, replying to emails and discussing only items that are on the agenda.

Commissioner Desruisseaux asked how to get an item on the agenda. Planning Director Thompson explained the Future Agenda Item process. City Attorney Jensen and City Planner Thompson further explained addressing questions during the public comment period.

City Attorney Jensen explained the Nevada Commission on Ethics in Government. She stated the purpose of the Ethics Commission is to uphold the public trust by ensuring that public officers and employees commit themselves to avoid conflicts and the appearance of impropriety. She explained disclosures statements and the proper time for announcing those. City Attorney Jensen explained the required forms for public officers to complete including Financial Disclosure Form, Acknowledgement of Ethical Standards Forms and the Agency Representation Disclosure form. She explained abstaining from a vote and acceptable reasons for it. Ms. Jensen continued by reviewing the penalties that can be imposed by the Ethics Commission. Deputy City Attorney Kolvet explained the process the Ethics Commission takes when a complaint is received.

City Attorney Jensen explained the role of the Planning Commission. She stated it is a sub-committee of the City Council. Some of the decisions made by the Planning Commission are final. Some decisions are a recommendation to the City Council based on findings provided by staff. She urged everyone to read through the staff reports before attending the meeting and making recommendations. She reminded the commissioners that they are to do what is in the best interest of the City.

6. CHAIR AND COMMISSION ITEMS:

There were none.

7. PLANNING DIRECTOR ITEMS:

There were none.

8. ADDRESS REQUEST(S) FOR FUTURE AGENDA ITEMS

There were none.

9. PUBLIC INPUT.

There was none.

ADJOURNMENT.

There being no further business to come before it, the Fernley Planning Commission meeting adjourned at 6:18 pm.

Approved by the Fernley Planning Commission on April 12, 2017, by a vote of:

AYES: 0 NAYS: 4 ABSTENTIONS: 0 ABSENT: 2



ATTEST: Recording Secretary Lillian Cabral



Chairman Jan Hodges