

CARLIN CITY COUNCIL
CITY OF CARLIN, STATE OF NEVADA
REGULAR MEETING
CARLIN CITY HALL
101 SOUTH EIGHTH STREET
CARLIN, NEVADA
October 24, 2012, 7:00 p.m.

Call to Order and Roll Call:

Vice Mayor Donnetta Skinner called the meeting of the City Council to order at 7:00 p.m.

Council Members Present: Vice Mayor Donnetta Skinner
Councilperson Steve Feasel
Councilperson Lee Griswold
Councilperson Lincoln Litchfield

Absent: Mayor Cliff Eklund

1. Administrative Staff: City Manager Glenn Trust, City Clerk LaDawn Lawson, Chief of Police William Bauer
2. Present: Lloyd Meyers, Roger Anderson, Jeff Kaylor, Karla Jones, Kathy Burney

Pledge of Allegiance

- I. Discussion and possible approval of a request from Angie DeMars to be appointed to the Carlin Park and Recreation Board, and all related matters. (Action Item)**
 1. Councilperson Steve Feasel moved for approval of a request from Angie DeMars to be appointed to the Carlin Park and Recreation Board, and all related matters. Councilperson Lincoln Litchfield seconded the motion. The motion carried unanimously.
- II. Review, discussion and possible approval of a Special Use Permit for the Carlin United Methodist Church allowing placement of a metal storage freight container at 12th and Chestnut Streets, parcel number 002-030-012, zoned Commercial, and all related matters. (Action Item)**
 1. City Manager Glenn Trust stated this Permit has been approved twice before.
 2. Teri Feasel explained this renewal went into effect in 2008 and they are requesting this be renewed as they keep it for storage for their church.
 3. Councilperson Lincoln Litchfield stated this could be approved if ownership does not change so that they do not have to come before the Council every 2 years.
 4. Councilperson Steve Feasel recused himself as this involves his wife.
 5. Vice Mayor Donnetta Skinner inquired if it would be changed at all.
 6. Teri Feasel stated they have purchased some land and they hope they can build at some time. She stated with the new people coming into the church, she plans to discuss this possibility, but at present they are using it as a storage unit.
 7. Vice Mayor Donnetta Skinner suggested they return in two (2) years in case there is a sale of the land.
 8. Councilperson Lincoln Litchfield moved for approval of a Special Use Permit for the Carlin United Methodist Church allowing placement of a metal storage freight container at 12th and Chestnut Streets, parcel number 002-030-012, zoned Commercial, and all related matters. Vice Mayor Donnetta Skinner seconded the motion. The motion carried with Councilperson Steve Feasel abstaining.
- III. Review, discussion and possible approval of a contract for architectural and engineering services with J.D. Long Architect for the construction of the new firehouse, and all related matters. (Action Item)**

1. City Manager Glenn Trust reported this is the first phase, which was approved during the budget process, for the phasing in of a new fire station. He stated there is some preliminary design work by J. D. Long and in order to proceed they have to hire an architect and J. D. Long recommended by Tom Ballew. He explained the “fixed” price is \$85,000 and the projected cost of the building is over \$1 million. He stated the architect’s fees are approximately 6%, which is reasonable. He stated this would be paid as the work is done and noted this has been discussed with the Fire Chief.
2. Councilperson Lincoln Litchfield inquired if they have to solicit other architects.
3. City Manager Glenn Trust replied negatively, as this is not a required bid and there are limited architectural engineers in the Elko area.
4. Discussion was held on the architect and the cost involved.
5. Councilperson Steve Feasel inquired about the physical structure, which he thought was pretty basic.
6. City Manager Glenn Trust stated there are designs.
7. Linda Bingaman explained it is a basic garage with existing bays being used for training.
8. Karla Jones stated the existing bays could be used as full staff housing at a later date by remodeling the existing building.
9. Councilperson Lincoln Litchfield confirmed the turn out would be in the new building. He inquired about change orders.
10. City Manager Glenn Trust stated when the design is approved; there should not be change orders, noting there is an hourly fee rate included in the packet.
11. **Councilperson Lincoln Litchfield moved for approval of a contract for architectural and engineering services with J.D. Long Architect for the construction of the new firehouse, and all related matters. Councilperson Lee Griswold seconded the motion. The motion carried unanimously.**
12. There were no further public comments.

IV. Review, discussion and possible approval of a proposal from North American Industrial Services to purchase City land adjacent to their property at Carlin Trend Dr. and Griffin Street for the purpose of developing a RV Park and storage facility, and all related matters. (Action Item)

1. City Manager Glenn Trust explained Jeff Kaylor is present. He stated this property was purchased by North American Industrial about a year ago and they have been faithful in fulfilling their contract with the City. He stated they put up the a shop on the current lot and would like to develop a RV and storage facility on this 6.89 acres adjacent to property, which they would like to purchase. He stated this was brought forward so the Council could discuss this before money is spent.
2. Councilperson Steve Feasel inquired about the zoning.
3. City Manager Glenn Trust stated it is currently light industrial. He stated if they decide in favor, as they reparcel this property, they would rezone. He stated they have to make sure everyone is in agreement with this. He stated the Council has directed him to start the rezoning to the west as residential; this would be a transition from light industrial to RV.
4. Jeff Kaylor explained the RV and storage units would be done in a “nice” manner, as they plan to invest in this area.
5. Councilperson Lincoln Litchfield inquired if this would be for the public.
6. Karla Jones explained they would extend the lot lines.
7. Councilperson Steve Feasel confirmed it has to go before the Planning Commission.
8. Councilperson Lincoln Litchfield stated he is in favor of developing the Industrial Park and it would not impact the residences.
9. City Manager Glenn Trust stated this would be a “good buffer” between the residential and the industrial.
10. Jeff Kaylor stated there would be rules as to what vehicles could go into the area and how many people would be allowed, noting this would be 46 spaces with concrete slabs, yard,

- trees, and open area.
11. Discussion was held on the entrance would be on Carlin Trend Drive.
 12. City Manager Glenn Trust stated this would not involve NDOT.
 13. Karla Jones inquired if any of the property is the old dump.
 14. Councilperson Lincoln Litchfield stated that property was further down from Ames.
 15. Karla Jones stated the Planning Commission is about to work on rezoning, would there be a possibility of zoning it all at once so the area is all correctly zoned to avoid consequences later.
 16. City Manager Glenn Trust stated as they move forward, the City will have to have the parcel map and the lot lines adjusted and at that time he will put in an application to rezone the other property.
 17. **Councilperson Lincoln Litchfield moved for approval of a proposal from North American Industrial Services to purchase City land adjacent to their property at Carlin Trend Dr. and Griffin Street for the purpose of developing a RV Park and storage facility, and all related matters. Councilperson Steve Feasel seconded the motion. The motion carried unanimously.**

V. Discussion and possible approval of the purchase of a refurbished Animal Control containment vehicle, and all related matters. (Action Item)

1. Police Chief Bauer reported the vehicle they have used is not satisfactory and needs a lot of work. He stated they found a vehicle in Colorado Springs. He stated the main purpose of getting the vehicle is it has a containment box and they usually sell between \$15,000 and \$18,000, but this truck is a 2004 model with 126,000 miles. He stated he talked to the seller and he reported it has new front shocks and the back has its own swamp cooler, which has been rebuilt, noting the cost is \$11,500. He stated he would drive it back.
2. Councilperson Steve Feasel discussed the offsets for vehicle sales.
3. City Manager Glenn Trust stated they had some last year at approximately \$13,000. He stated they discussed the vehicle last year before they followed through with an Animal Control Officer, which took them longer to find. He stated the money from the sale was additional money, not budgeted, which would augment the budget and use for the vehicle.
4. Councilperson Steve Feasel confirmed the majority of the cost is for the back unit and inquired if it could be put on another vehicle in order to save the money.
5. Chief Bauer stated he could not find the containment box only, but they could use this vehicle until it has to be replaced and then place the box on another vehicle.
6. Vice Mayor Donnetta Skinner stated if it is kept in good condition, they could use it for years.
7. Councilperson Lee Griswold stated it is a good idea.
8. Councilperson Steve Feasel stated it would make the community feel better about them trying to get this problem solved.
9. **Councilperson Lincoln Litchfield moved for approval of the purchase of a refurbished Animal Control containment vehicle, and all related matters. Councilperson Lee Griswold seconded the motion. The motion carried.**

VI. Discussion and possible authorization for the City Manager to open negotiations with the Nevada Department of Transportation regarding City assumption of responsibility for Chestnut Street and the frontage road along the north side of Interstate 80 with any subsequent agreement subject to City Council approval prior to execution, and all related matters. (Action Item)

1. City Manager Glenn Trust reported he does not want to waste time if the Council is not in favor, noting there is a bill draft request before Congress in that NDOT is going to try to save money by offloading the maintenance and upkeep of the streets and roads that are currently under their control. He stated this is an opportunity for this transfer and in the past NDOT has always transferred some funding equivalent to the amount for 14 years of surface. He stated he is concerned that if they do not do something, the state will transfer it to the City

- with no funding. He stated they continue to have ongoing right of way issues with this street, but if this was the City's street, they would have more control of what they wanted to do. He stated it would eliminate one more element of bureaucratic control for the City. He recommends that he be allowed to pursue this option and bring it to the Council for possible approval.
2. Councilperson Lincoln Litchfield agreed, noting it is a very short portion and inquired if they would be able to restrict truck traffic due to the schools.
 3. City Manager Glenn Trust stated he believes the Council has that right now.
 4. Chief Bauer agreed, noting this would make that stronger.
 5. Councilperson Steve Feasel stated they cannot restrict trucks on that road if they are there to "wash their truck".
 6. Vice Mayor Donnetta Skinner stated her concern about the City taking care of the road due to the amount of traffic and the cost it would be.
 7. City Manager Glenn Trust stated the first cost would be snow removal and Public Works Director Carlos Esparza stated it would not be that hard. He stated they would have to resurface the road in 14 years, but by negotiating a contract, they would have the opportunity to secure funding. He stated the great concern is if they acquire the road without the funding and if they could get an agreement and set aside the funding in advance of the legislation, the City would be locked in as opposed to the risk that it might be turned over to the City. He stated NDOT is under pressure to get their budget balanced. He stated there is a frontage road in front of Bill Miller's property and that could be made part of the negotiation to obtain this BLM land.
 8. Linda Bingaman stated this would be a huge financial responsibility and encouraged them to take this on "with their eyes open".
 9. Councilperson Steve Feasel countered that the tax base will increase with all the residential development and would hopefully offset some of these road costs.
 10. City Manager Glenn Trust stated it is worth having a conversation about and if it is not cost effective he would like to know what the consequences might be.
 11. Councilperson Lincoln Litchfield agreed that they should pursue this to see if it can be done.
 12. Vice Mayor Donnetta Skinner expressed her concern that NDOT might turn this over in the near future.
 13. Councilperson Lee Griswold stated this is a positive approach.
 14. Councilperson Steve Feasel stated if they can strike a deal with NDOT to help with future issues, it is a good idea.
 15. City Manager Glenn Trust stated the Council should be aware of all the parameters, noting that Elko did the same thing in taking over Idaho Street and received funding for it.
 16. **Councilperson Steve Feasel moved for authorization for the City Manager to open negotiations with the Nevada Department of Transportation regarding City assumption of responsibility for Chestnut Street and the frontage road along the north side of Interstate 80 with any subsequent agreement subject to City Council approval prior to execution, and all related matters. Councilperson Lincoln Litchfield seconded the motion. The motion carried.**

VII. Discussion ad possible approval of December 24, 2012 as a paid holiday for City employees, and all related matters. (Action Item)

1. Councilperson Lincoln Litchfield stated he is in favor.
2. City Manager Glenn Trust stated he has no issues with this.
3. **Councilperson Lincoln Litchfield moved for approval of December 24, 2012 as a paid holiday for City employees, and all related matters. Councilperson Steve Feasel seconded the motion. The motion carried.**

VIII. Review, discussion and possible approval of the minutes for the regular meeting of the Carlin City Council on September 26, 2012, and all related matters. (Action Item)

1. Councilperson Lincoln Litchfield noted a correction on Page 4, No. 23, 2nd line.
2. **Councilperson Lincoln Litchfield moved for approval of the minutes for the regular meeting of the Carlin City Council on September 26, 2012 as corrected, and all related matters. Councilperson Lee Griswold seconded the motion. The motion carried.**

IX. Discussion and possible approval of payments for the period 10/11/2012 to 10/24/2012, and all related matters. (Action Item)

1. Discussion was held on repairs to the Equestrian Park for \$8000, page 6.
2. City Manager Glenn Trust stated this was capital outlay for the concession stand stairs for compliance.
3. **Councilperson Lincoln Litchfield moved for approval of payments for the period 10/11/2012 to 10/24/2012, and all related matters. Councilperson Steve Feasel seconded the motion. The motion carried unanimously.**

X. City Council Members Report. (Non-Action Item)

1. Councilperson Steve Feasel inquired about the election with two (2) members will be elected to the Council. He inquired about the process.
2. City Manager Glenn Trust reported the City Attorney does not believe there will be a problem. He stated the candidates who have withdrawn from the election have been posted. He explained the process, but noted they could not change the ballots.
3. City Clerk LaDawn Lawson stated there were two separate notices posted on the changes for public notice. She stated if one of those gets the majority and wants to serve, he can.
4. Councilperson Lincoln Litchfield had no report.
5. Councilperson Lee Griswold had no report.
6. Vice Mayor Donnetta Skinner reported on a trip to Newmont on the new mining in the area and having this mine in the area will bring funding to Elko County. She reported on the Spook Walk on Saturday and Zombie Walk on Friday. She reported the library is open and residents are pleased. She noted the community has pulled together for the young man who had a brain aneurysm and she has been proud of Carlin for their fundraising and financial help to the family. She reported Jay Baum retired from the City of Carlin.

XI. City Clerk's Report (Non-Action Item)

1. City Clerk LaDawn Lawson reported there will be early voting at the Elko Convention Center and asked everyone to get the word out. She noted the schedule is posted in town.

XII. City Manager's Report (Non-Action Item)

1. City Manager Glenn Trust reported the auditors are finished with their fieldwork and that went well. He stated he provided the council with the annual review of the City Manager, which has to be done in November, and give it to City Clerk LaDawn Lawson.

XIII. Comments by the General Public: Pursuant to NRS 241.020(2C) this time is devoted to comments by the general public and discussion to those comments. No action may be taken upon a matter raised under this item until the matter has been included on a successive agenda and identified as an action item. (Non-Action Item)

1. Teri Feasel stated the Library is "pretty cool".
2. Karla Jones stated the Annual Carlin Volunteer Fire and Ambulance banquet is November 10 at 6:00 p.m.
3. Vice Mayor Donnetta Skinner stated there would be a Spaghetti Dinner.
4. Karla Jones stated the Spaghetti Dinner would be on October 31 from 4:00 p.m. to 7:00 p.m.

XIV. Adjournment. (Action Item)

Councilperson Lincoln Litchfield moved for adjournment with Councilperson Lee Griswold seconding the motion. The motion carried. The meeting was adjourned at 8:17 p.m.

APPROVED:

**_____
VICE MAYOR DONNETTA SKINNER**

ATTEST:

**_____
CITY CLERK LADAWN LAWSON**