

CARLIN CITY COUNCIL  
CITY OF CARLIN, STATE OF NEVADA  
REGULAR MEETING  
CARLIN CITY HALL  
101 SOUTH EIGHTH STREET  
CARLIN, NEVADA  
January 9, 2013 7:00 p.m.

**Call to Order and Roll Call:**

Mayor Cliff Eklund called the meeting of the City Council to order at 7:00 p.m.

Council Members Present: Mayor Cliff Eklund  
Vice Mayor Donnetta Skinner  
Councilperson Bob DeMars  
Councilperson Jay Duke  
Councilperson Steve Feasel

Absent:

1. Administrative Staff: City Manager Glenn Trust, City Clerk LaDawn Lawson, Chief of Police William Bauer
2. Present: Lincoln Litchfield, Chance Moen, Caroline Tarvin, George Kleeb, Gayle Zomar, Karla Jones, Kathy Burney, Tom Burney, Howard Wright, Josh Gallegos, Fred Montes de Oca, Teri Feasel, Roger Anderson

**Pledge of Allegiance**

**I. Review, discussion and possible approval of a proposed change order to the previously approved contract with Sierra Electronics for narrowband radio upgrades, and all related matters. (Action Item)**

1. Police Chief Bill Bauer explained they need more radios. He noted they got the project underway in December with Sierra Electronics and they wanted to encrypt one (1) channel and they did that. He noted the original plan was to use some of the radios they had and they could be changed to the narrow band requirements, but they are not “encryptable”. He stated they were able to use some radios in different areas, but because of a misunderstanding of what the Department needed, they need to add more mobile radios. He stated he miscounted “portable radios” and they need three (3) additional radios. He noted this cost would increase the total by \$7,632.64. He stated the mobile radios that they purchased on a special were originally \$800.00 and the regular cost is \$2,000.00. He noted they got the remaining radios at the \$800.00 price and the Forfeiture Account in the Police Department has ample money to cover the purchase and will not cost the taxpayers. He requested that the Council approve the expenditure from the Forfeiture Account for the change order.
2. Mayor Cliff Eklund inquired if this would be enough radios to accommodate everyone who needs a radio now including the Fire Department.
3. Police Chief Bill Bauer replied affirmatively, noting this would cover everything needed for Public Works, Fire Department and Police Department. He stated the portables are for those who provide security at events.
4. Mayor Cliff Eklund stated he and Vice Mayor Donnetta Skinner were approached by a person about the radios at the Fire Department.
5. Karla Jones stated all of the radios will be here, the pagers are on order and the radio for the bus is not here yet. She noted everything needed for the ambulances are installed and done, noting the only things not done yet are in the command vehicles. She noted they do not have their upgraded handheld radios yet. She noted they are having a problem getting all of their frequencies, because NDF only has one (1) local frequency.
6. Police Chief Bill Bauer explained that Eureka and Lander Counties are still in process.

7. Councilperson Jay Duke inquired if there are trade-in dollars for some of the radios.
8. Councilperson Bob DeMars stated they are about \$100 at the mine properties.
9. Police Chief Bill Bauer explained the new ones are digital capable; the old radios cannot be converted to narrow band and cannot be encrypted and digitized. He stated that some of those were donated to Search and Rescue for ham radio use.
10. Discussion was held on the price and spares.
11. **Councilperson Steve Feasel moved for approval of a proposed change order to the previously approved contract with Sierra Electronics for narrowband radio upgrades, and all related matters. Vice Mayor Donnetta Skinner seconded the motion. The motion carried.**

**II. Review, discussion and possible approval of a Boundary Line Adjustment for Gary Hardisty and Gayle Zomar at 1542 Chestnut Street, Carlin, Nevada Assessor Parcel Numbers 002-030-034 and 002-030-036, and all related matters. (Action Item)**

1. Gayle Zomar stated in 1997 three (3) feet were given to Prices that lived behind them to build a garage and they never changed the boundary map from that. She noted since then the property had sold three (3) times and she has had the boundary map done so they could sell the property now.
2. Councilperson Bob DeMars inquired if they want to take the three (3) feet back.
3. Gayle Zomar replied negatively.
4. City Clerk LaDawn Lawson reported the parcel map was not done to show the three (3) feet was given to the other parcel and that is now corrected by the map.
5. Karla Jones explained when the Price family built the garage, the Klines were supposed to do the curb, gutter and sidewalk. She noted it should have been taken care of at that time.
6. Mayor Cliff Eklund confirmed the curb, gutter and sidewalk was never done.
7. Karla Jones stated both the Price and Klines should have put in curb, gutter and sidewalk.
8. Mayor Cliff Eklund inquired who is now responsible for the improvements.
9. Karla Jones stated it would now be the responsibility of the new owners.
10. Gayle Zomar stated the new buyers are aware and accepted that fact.
11. City Manager Glenn Trust stated they have already contacted Public Works.
12. Gayle Zomar stated they had an estimate done and agreed to the cost.
13. City Clerk LaDawn Lawson stated the lending companies are getting more specific on the requirements and are getting these things cleared up when there is a change.
14. Councilperson Steve Feasel inquired about the side they are discussing.
15. Gayle Zomar stated it is the east side.
16. Roger Anderson inquired, "How many years does it take to put curb and gutter in and get away with it?"
17. Mayor Cliff Eklund stated it is supposed to be done when the construction is done. He explained a few years ago, Rick Anderson was going to apply for a building permit and came to the Council to see if he could get a waiver for curb and gutter before he applied for the permit. He noted since it was before and would cause him financial problems, they gave him two (2) years to put in the improvements. He stated since then people are going to City Hall and Public Works and buying their permit, agreeing to put in curb and gutter and sidewalk and then coming to the Council wanting a waiver after they have agreed to do it and after they have made the purchase. He noted this is not right; once they agree to it on their permit, they should be held to it.
18. Roger Anderson agreed, stating there are residents that have lived on their property for 10 years and still have not put in the improvements. He wondered if they are being fined.
19. City Manager Glenn Trust stated. "That is a great point, but we do not have the legal authority to fine someone". He stated they could deny them their Certificate of Occupancy. He stated in the last four and a half years, there are a lot of new improvements.

20. **Councilperson Bob DeMars moved for approval of a Boundary Line Adjustment for Gary Hardisty and Gayle Zomar at 1542 Chestnut Street, Carlin, Nevada Assessor Parcel Numbers 002-030-034 and 002-030-036, and all related matters. Vice Mayor Donnetta Skinner seconded the motion. The motion carried.**

**III. Discussion and possible approval of a request from George Kleeb from the Small Business Development Center, Great Basin College, for \$5,000 in funding from the City to be spread over the current fiscal year and then budgeted in the next fiscal year, and all related matters. (Action Item)**

1. Mayor Cliff Eklund reported he talked to Chris Johnson in Elko who told him they approved their share and the Wells City Clerk was not aware of this.
2. George Kleeb stated the Small Business Center has been in Elko since 1996; Great Basin College has been the host, but the college is no longer able to provide the match due to their budget cuts. He noted half of the funding comes from the US Small Business Administration and view it important that each community have such a center for small business owners be able to find free consulting. He noted he was hired by the College last February and is currently still employed there. He noted that West Wendover, Wells and Carlin have been asked for \$5,000 and they have received a commitment from West Wendover. He noted the City of Elko provided \$15,000 and the other \$15,000 will come from the County of Elko. He reported that anyone who has a business idea from a start up to an existing business can come and he provides assistance. He noted he has 28 years experience in the banking industry. He stated he has provided information to City Manager Glenn Trust on the people he has provided assistance to in Carlin. He stated everything that is done is confidential.
3. Councilperson Bob DeMars inquired what the funds pay for.
4. George Kleeb reported the college still provides his office and parking, as well as limited support people, but it pays for his salary and supplies.
5. Councilperson Jay Duke inquired if there is a set budget.
6. George Kleeb stated the budget is \$82,000 per year.
7. Councilperson Jay Duke inquired what the SBA gives.
8. George Kleeb stated, "\$40,000 this year.
9. Mayor Cliff Eklund stated the problem he has is that this is the middle of the budget year and the monies are not budgeted. He stated they have a very small limited budget.
10. George Kleeb stated the city could pay this after July 1 and they would spend the SBA money first.
11. Mayor Cliff Eklund stated Chris Johnson stated their approval was for only one (1) year.
12. George Kleeb agreed, stating he does not know about the continuation of funding from SBA.
13. Mayor Cliff Eklund clarified the shortage is due to a lack of funding from the state.
14. George Kleeb confirmed it was due to the reduction in state funding for higher education. He explained the main sub grant from SBA goes to UNR Business Services Division, which is the one that has the state demographer, statistician.
15. Councilperson Jay Duke stated he understands the confidentiality issue, but what would have been appropriate in this case would have been some feedback from the four (4) businesses and how they felt they were coming along with the guidance from the Small Business Center.
16. George Kleeb stated he had not requested that information, but all five (5) would be willing to give that to the Council.
17. Mayor Cliff Eklund stated this could be tabled and brought back to the next meeting to obtain more research.
18. George Kleeb stated he does not expect the City to make any commitment with public funds when they do not have the complete facts.
19. Discussion was held on the businesses, which are all Carlin residents, and existing businesses.
20. George Kleeb stated one of the people has applied for a business license.

21. Tom Burney stated he concurred with the thought that it should be tabled, but he would like to see more research and know whether he is helping with finance.
22. George Kleeb stated he does help with financing.
23. Tom Burney stated he would like to encourage a plan from George Kleeb about involving the City “more” so that if someone comes to the City, they have brochures to contact him or perhaps a spot included in the city’s website. He would like to see a plan coordinating with the City, possibly a brochure.
24. George Kleeb stated he has a regular schedule and he sends emails because funds are tight.
25. Tom Burney stated he would like to see value for his money.
26. Karla Jones inquired if it is \$5,000 or nothing.
27. Mayor Cliff Eklund clarified they could adjust the money they donate.
28. George Kleeb agreed.
29. Lincoln Litchfield inquired about the percentage of time spent in Carlin to Elko.
30. George Kleeb stated that is why the City of Elko pays \$15,000.
31. Lincoln Litchfield stated 8 hours is one day and \$5,000 for one day’s work is high.
32. George Kleeb stated that is counseling times, but does not include the times the businesses have contacted him or stopped him on the street.
33. Lincoln Litchfield stated that time for consulting in his office is the 8 hours, but the street contact is not.
34. George Kleeb stated about 15% of his time is in the smaller areas; the greater percentage is Elko or Spring Creek.
35. Lincoln Litchfield inquired if there has been an increase in clients from Carlin in the past year.
36. George Kleeb replied affirmatively.
37. City Manager Glenn Trust inquired about the disparity in the amounts requested, noting the City of Elko is approx 10 times the size of Carlin and yet the amount being requested is 1/3 of what Elko paid rather than a 10<sup>th</sup>. He noted the ratio seems “skewed”.
38. George Kleeb stated when he asked for \$5,000 from Carlin it was the same as offered from Wells and by West Wendover.
39. City Manager Glenn Trust inquired about the hours worked in Wells.
40. George Kleeb stated it was less than in Carlin.
41. City Manager Glenn Trust clarified that was less than 8 hours.
42. George Kleeb agreed.
43. City Manager Glenn Trust inquired about West Wendover.
44. George Kleeb stated it was about the same with three (3) business starts there.
45. City Manager Glenn Trust inquired how many hours are in follow-up calls.
46. George Kleeb stated it would be close to 30 hours per client.
47. City Manager Glenn Trust stated with the 8 residents in Carlin that would be 240 hours, a 10<sup>th</sup> of the work year.
48. George Kleeb stated he has 68 total clients.
49. Councilperson Bob DeMars stated they cannot compare Elko to Carlin. He stated the concern is with the contribution and how Carlin is going to benefit from your help. He stated he has not seen any credentials that prove they should donate. He stated \$5,000 is a lot to hand out and not know how it is used.
50. Vice Mayor Donnetta Skinner stated they have had consultants before that wanted to work with new businesses, but Carlin is land-locked and when you talk to someone about coming to Carlin, you need to know what they have in mind to do. She stated they are not going to build a large building and put something in it and that is why everyone seems reluctant to do anything about this. She stated they need to know more about it. She noted Elko should pay the main share of this, as they would profit more.
51. Councilperson Jay Duke stated he actually used the SBA in 1990 and did not completely understand how to build a business plan, but since then he has been in business for 25 years and using that plan still today helps. He stated what they need in Carlin is to educate the

- process. He would ask if he has information from these clients that he is dealing with in town and where they are in their process and how they are benefiting. He stated the Council needs to understand that. He stated he agrees with tabling this item until they have more information.
52. Mayor Cliff Eklund stated the County just told him that the money has not been approved at the County level yet. He noted he would like to see what the County Commission does with this also.
  53. Councilperson Steve Feasel stated all they are doing is "prolonging the agony".
  54. **Councilperson Steve Feasel moved to deny approval of a request from George Kleeb from the Small Business Development Center, Great Basin College, for \$5,000 in funding from the City to be spread over the current fiscal year and then budgeted in the next fiscal year, and allow it to be brought back at a different time, and all related matters. Councilperson Bob DeMars seconded the motion. The motion carried with Vice Mayor Donnetta Skinner voting in favor. Mayor Cliff Eklund and Councilperson Jay Duke opposed the motion.**

**IV. Review and Possible Approval of a request from Karla Jones, Carlin Fire Department, for authorization to write off certain outstanding debts owed to the City of Carlin for Ambulance and EMT services, and all related matters. (Action Item)**

1. Karla Jones explained she has been given permission to write off debts up to \$300.00 for certain ambulance bills, but there is a debt owing of \$10,708.18 and the person passed away. She stated he exhausted everything he could prior to his death, including indigent services and surgeries. She stated there was nothing left of the estate. She stated there was a small claims fee, a sheriff's fee and debtors hearing fee. She stated there is another debt for \$7,800 with the person having no practical means of paying.
2. City Manager Glenn Trust reported the total for both is \$17,800.00, stating it shows as a receivable (potential revenue) and neither one is going to be paid. He suggested they write off both debts.
3. Vice Chairperson Karla Jones stated the accurate amount is \$18,500.08.
4. **Councilperson Jay Duke moved for Approval of a request from Karla Jones, Carlin Fire Department, for authorization to write off certain outstanding debts of \$18,500.08 owed to the City of Carlin for Ambulance and EMT services, and all related matters. Councilperson Bob DeMars seconded the motion. The motion carried.**
5. Mayor Cliff Eklund noted the Fire Department gave a class to a very large company and there were compliments paid to the instructors.

**V. Review, discussion and possible approval of payments for the period 12/13/2012 to 12/31/2012, and 01/01/2013 to 01/09/2013 and all related matters. (Action Item)**

1. **Vice Mayor Donnetta Skinner moved for approval of payments for the period 12/13/2012 to 12/31/2012, and 01/01/2013 to 01/09/2013, and all related matters. Councilperson Jay Duke seconded the motion. The motion carried unanimously.**
2. City Manager Glenn Trust explained the financial report to the new Council members.

**VI. City Council Members Report. (Non-Action Item)**

1. Councilperson Bob DeMars reported he attended the training day and noted he is enthusiastic about learning. He promises to do his best in serving the community. He noted Public Works did a good job during the holidays with their snow removal.
2. Councilperson Jay Duke reported he has a vested interest in the City and all of his children have attended school in Carlin. He stated there are challenges, but a good team with the community and on the board. He stated there are resources within the community that have not been used, but they intend to tap into them.
3. Councilperson Steve Feasel reported he was given a list last year.

4. Mayor Cliff Eklund stated that will be on the next agenda.
5. Vice Mayor Donnetta Skinner stated the Senior Center is starting its 10<sup>th</sup> year in the building and there will be a celebration on the 26<sup>th</sup> with awards given to those who volunteer. She noted there are two people who collect cans around the City for assistance to the Center. She stated there have been comments on the new library and she is glad to see the pride in the community for the new addition. She stated she heard positive comments from the public about the new gurney.
6. Mayor Cliff Eklund expressed his regret in not being able to attend the Fire Department's class. He stated it is strictly a volunteer fire department and he commended the members. He reported Public Works has been working hard to keep things cleaned during the snow season. He commented on the government class members coming to the meetings.

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

1. City Clerk LaDawn Lawson had no report.

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

1. City Manager Glenn Trust had no report.

**IX. 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. Tom Burney inquired about the Library opening.
2. Vice Mayor Donnetta Skinner stated it would be announced.
3. Tom Burney stated discussed the services tax that had been discussed in the League of Cities that the unions have petitions and wondered if this was the same issue.
4. Mayor Cliff Eklund stated he is working with John Ellison on the tax on services to ensure that they will do everything they can to defeat that. He stated he is not sure what other item is. He stated in Reno yesterday he read about taxing the mining industry and mining is already paying taxes to the state that no other business is paying. He stated in Carlin, and especially under City Manager Glenn Trust, they have gotten the spending under control, whereas the state and federal governments are still spending.
5. Tom Burney stated he was only mentioning the unions because he does not want to be blindsided.
6. Mayor Cliff Eklund stated he would check and see what this is.
7. Tom Burney discussed the railroad horn blowing through town at 3:00 a.m.
8. Lincoln Litchfield reported that Don Colton was awarded the Employee of the Quarter nationwide from Newmont and for an individual from Carlin to achieve this is outstanding.
9. Howard Wright stated they have two (2) weeks to keep the TV District and the Elko County Commission is going to contact Carlin and Eureka Fire Departments. He stated Pam Griswold and Paul Gardner stated there was not enough money. He explained they have the contract in the package he gave them and they should not be kicked off Mary's Mountain, because they would never get back in.
10. Mayor Cliff Eklund stated he wrote a letter to the County Commission about his concern about their emergency services has a repeater on the mountain and if the contract with the TV District goes away, would Carlin have the repeaters for their emergency services.
11. Howard Wright stated that Paul Gardner does not want the Mary's Mountain or town site, as he already has Grindstone. He stated there would be no contract and they do not have to do anything. He suggested they have a contract for the Carlin site and Mary's.
12. Discussion was held on the commission tabling the item over Eureka's satellites and the contract with the Fire Department.

13. Howard Wright stated it would be discussed in two (2) weeks and he will be gone and unable to attend.
14. Chief Bill Bauer introduced the new Animal Control Officer, Josh Gallegos, who started over 3 months ago and has been working to control the animal population.
15. Teri Feasel stated her appreciation to the Carlin City Council for the Christmas bonus that they gave the employees.

- X. Adjournment. (Action Item)**  
**Vice Mayor Donnetta Skinner moved for adjournment with Councilperson Steve Feasel seconding the motion. The motion carried. The meeting was adjourned at 8:30 p.m.**

**APPROVED:**

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**MAYOR CLIFF EKLUND**

**ATTEST:**

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**CITY CLERK LADAWN LAWSON**