

CARLIN CITY COUNCIL
CITY OF CARLIN, STATE OF NEVADA
REGULAR MEETING
CARLIN CITY HALL
101 SOUTH EIGHTH STREET
CARLIN, NEVADA
September 11, 2013, 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 Bob DeMars
Councilperson Jay Duke
Absent: Mayor Cliff Eklund
Councilperson Steve Feasel

1. Administrative Staff: City Manager Glenn Trust, City Clerk LaDawn Lawson, Public Works Director Carlos Esparza
2. Present: Lincoln Litchfield, Rebecca White, Dana Holbrook, Fred Montes de Oca, Tom Burney

Pledge of Allegiance

I. Review discussion and possible approval of a Special Use Permit for operation of a Pizza Factory Restaurant at 801 Poplar Street, Carlin, Nevada, requested by Jose Uribe, owner, and Tonya Rowland, Pizza Factory owner, and all related matters. (Possible Action Item)

1. City Manager Glenn Trust explained this is a Permit required by the Code, as Tonya Roland wants to relocate to where Mr. Uribe's bar and grill was going to be. He stated it was discussed with the Council at the last meeting and everyone seemed to be okay with this.
2. Councilperson Bob DeMars stated his concern that the move would hurt the business being by the RV Park and they will lose the trucking business.
3. Councilperson Jay Duke stated he did not agree, stating that with the salad bar and expansion of the building, he thinks they will do just fine.
4. There was no public comment.
5. **Councilperson Jay Duke moved for approval of a Special Use Permit for operation of a Pizza Factory Restaurant at 801 Poplar Street, Carlin, Nevada, requested by Jose Uribe, owner, and Tonya Rowland, Pizza Factory owner, and all related matters. Councilperson Bob DeMars seconded the motion. The motion carried.**

II. Review, discussion and approval of a request from Frank and Earlene Bergwall to rezone their property at 551 8th Street, Carlin, Nevada, APN 002-090-001, from Commercial to Intermediate Residential Zoning, and all related matters, and all related matters. (Possible Action Item)

1. City Manager Glenn Trust stated this has been approved by the Planning Commission, advertised twice and there have been no response from the public.
2. Lincoln Litchfield stated the Planning Commission is hoping to rezone the city and resolve the problem.
3. Rebecca White stated she wants to buy the home, but the appraisal cannot be performed due to the zoning.
4. Discussion was held on the zoning.
5. **Councilperson Bob DeMars moved for approval of a request from Frank and Earlene Bergwall to rezone their property at 551 8th Street, Carlin, Nevada, APN 002-090-001, from Commercial to Intermediate Residential Zoning, and all related matters. Councilperson Jay Duke seconded the motion. The motion carried.**

- III. Review, discussion and possible approval of a request to rezone City-owned property on Carlin Trend Drive, west of Griffin Street and south of the Equestrian Center, APN 002-200-014, from Rural Residence and Farming to Light Industrial zoning, and all related matters. (Possible Action Item)**
1. City Manager Glenn Trust stated the property is in the Industrial Park and originally had no zoning, but they were having so much trouble getting developers to look at land, the thought was to zone it as Rural Residential, but they now have potential buyers and it needs to be zoned Light Industrial.
 2. Councilperson Jay Duke confirmed this was a request by the City and inquired if there is a timeline between time zones.
 3. City Manager Glenn Trust stated it is up to the Council to rezone and any rules are within the new Title III.
 4. **Councilperson Jay Duke moved for approval of a request to rezone City-owned property on Carlin Trend Drive, west of Griffin Street and south of the Equestrian Center, APN 002-200-014, from Rural Residence and Farming to Light Industrial zoning, and all related matters. Councilperson Bob DeMars seconded the motion. The motion carried.**
- IV. Review, discussion and possible approval of the parcel map prepared by the City Engineer creating three new parcels on the south side of Carlin Trend Drive in APN 002-200-014, and all related matters. (Possible Action Item)**
1. City Manager Glenn Trust explained the three parcels would be sold as 20 acres to Q&D, 10 acres to ESCO and a small roadway in between them, which would be extended to the south end of the property in the future.
 2. **Councilperson Jay Duke moved for approval of the parcel map prepared by the City Engineer creating three new parcels on the south side of Carlin Trend Drive in APN 002-200-014, and all related matters. Councilperson Bob DeMars seconded the motion. The motion carried.**
- V. Review, discussion and possible approval of a request from Colleen Metzger to be appointed to the Carlin Planning Commission, and all related matters. (Possible Action Item)**
1. Lincoln Litchfield stated they had never had a seven-member board before.
 2. City Clerk LaDawn Lawson stated the rules are laid out in the City Code.
 3. **Councilperson Bob DeMars moved for approval of a request from Colleen Metzger to be appointed to the Carlin Planning Commission, and all related matters. Councilperson Jay Duke seconded the motion. The motion carried.**
- VI. Public Hearing for review, discussion and possible approval of the appraisal and market value of City-owned property, 410 Hamilton Street, APN 002-141-012, and all related matters. (Possible Action Item)**
1. City Manager Glenn Trust stated William J. Tessler performed the appraisal to establish a fair market price at \$15,000. He stated the public hearing is to establish this as the market price.
 2. Fred Montes de Oca inquired about the zoning.
 3. City Manager Glenn Trust stated it is Intermediate Residential.
 4. Discussion was held about the zoning and curb and gutters.
 5. **Councilperson Jay Duke moved for approval of the appraisal and market value of \$15,000 of City-owned property, 410 Hamilton Street, APN 002-141-012, and all related matters. Councilperson Bob DeMars seconded the motion. The motion carried.**

- VII. Discussion and possible approval of City of Carlin Resolution 2013 – 08 authorizing public auction and sale of City-owned land at 410 Hamilton Street, Carlin, Nevada, and all related matters. (Possible Action Item)**
1. Vice Mayor Donnetta Skinner stated this item is just a technicality.
 2. City Manager Glenn Trust explained the process of the auction and sale and that the bids will be opened on October 9. He stated it has to be cash.
 3. **Councilperson Bob DeMars moved for approval of City of Carlin Resolution 2013 – 08 authorizing public auction and sale of City-owned land at 410 Hamilton Street, Carlin, Nevada, and all related matters. Councilperson Jay Duke seconded the motion. The motion carried.**
- VIII. Discussion and possible approval of a salary increase of 11.73% for Karen Carr, retroactive to January 17, 2011 to offset the reduction required when ending her employee share participation in PERS contributions, pursuant to NRS 286.421, and all related matters. (Possible Action Item)**
1. City Manager Glenn Trust stated they have been waiting three (3) months to decide this issue. He stated there is no increase, but basically a paper adjustment to correct the records. He stated PERS can either be paid entirely by the City for the employee or the employee can share in the expense, with the advantage that the employee can take out money they have put in and increases the amount they would accumulate through their working. He explained they found this through an audit, it cannot be used by elected officials. He explained why this became an issue and presented documents to explain it. He stated in Carlin the PERS is a separate payment, which is different than the PERS Auditors considered it to be. Consequently after much discussion, it became apparent that Ms. Carr’s salary did not have to be adjusted, that she had paid her portion and her pay scale was correct. He stated everything was correct, but because the state uses a different formula, it created the problem. He stated this agenda action would clear up the problem and satisfy the PERS auditors.
 2. **Councilperson Bob DeMars moved for approval of a salary increase of 11.73% for Karen Carr, retroactive to January 17, 2011 to offset the reduction required when ending her employee share participation in PERS contributions, pursuant to NRS 286.421, and all related matters. Councilperson Jay Duke seconded the motion. The motion carried.**
- IX. Review, discussion and possible approval of the minutes of the Regular Meeting of the Carlin City Council on July 10, 2013 and July 24, 2013, and all related matters. (Possible Action Item)**
1. City Manager Glenn Trust stated they should table the minutes of the Regular Meeting of the Carlin City Council on July 10, 2013.
 2. Vice Mayor Donnetta Skinner stated there was an error on Page 2, 5 should read “known”.
 2. **Councilperson Jay Duke moved for approval of the minutes of the Regular Meeting of the Carlin City Council on July 24, 2013, and table the July 10, 2013 minutes, and all related matters. Councilperson Bob DeMars seconded the motion. The motion carried.**
- X. Review, discussion and possible approval of payments for the periods 08/29/2013 to 09/11/2013, and all related matters. (Possible Action Item)**
1. Discussion was held on two entries to the Diamond account.
 2. **Councilperson Bob DeMars moved for approval of payments for the periods 08/29/2013 to 09/11/2013, and all related matters. Councilperson Jay Duke seconded the motion. The motion carried.**

XI. City Council Members' Reports. City Council Members report on issues, concerns and events regarding Public Safety, Public Works, Planning Commission, Parks & Recreation, Senior Center, Cemetery and other matters of interest (Non-Action Item)

1. Councilperson Jay Duke stated his appreciation to the departments over the past weekend.
2. Chief Bauer stated there was an arrest with one of their officers involved in a shooting and they called a team from Carson City and remained for the week. He stated they were notified in the afternoon on Friday that the preliminary investigation showed a justified shooting and the officer returned to duty. He stated the Fire Department deserved kudos for their handling of the Haz Mat situation, he was not there and it was a complex situation.
3. Councilperson Bob DeMars reported the rain is not helping street improvements.
4. Discussion was held on the blade and the fact the City is short handed with people who can operate a blade.
5. Councilperson Jay Duke stated the Operating Engineers Local #3 has a training school in Fernley for this, which is free.
6. Vice Mayor Donnetta Skinner reported the Library held a thank you party for everyone's help. She stated the yard looks great. She also stated David Jones needs to be commended on the Haz Mat the other day and how he handled it. She stated there is a meeting on Wednesday evening to explain what was found and to answer questions at the school.
7. Councilperson Bob DeMars stated the City should put together something to present to show people what to watch for.
8. City Manager Glenn Trust stated they did make the point that this place had been there for decades and other locations in town might have the same problem, requesting that people keep their eyes open.
9. Vice Mayor Donnetta Skinner suggested they should get everyone to go.
10. City Manager Glenn Trust stated it is agendaed, but it is not a Council meeting, but rather a public meeting for discussion and information.
11. Tom Burney stated due to the assortment of schedules in town, they could give some kind of synopsis with the water reports they do once a year for the residents
12. Vice Mayor Donnetta Skinner stated she gives them out at the store in everyone's bags.
13. City Manager Glenn Trust reported these were two (2) major public safety events within the space of two (2) days and both were handled perfectly by the Police and Fire Department. He stated the Carlin officer should be commended. He stated the Fire Department was trained well and handled the other situation with the proper procedures, even though they had never been confronted with something like this. He stated in both situations nobody was hurt and the situations were mitigated.
14. Councilperson Jay Duke stated everyone did a great job.

XII. City Clerk's Report. (Non – Action Item)

1. City Clerk LaDawn Lawson had no report.

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

1. None.

XIV. 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. Dana Holbrook stated he had talked to Public Works Director Carlos Esparza about the goat head weed problem in Carlin. He stated it is at the ball field and hurts the kids legs. He explained when his son was married this week, the family members could not go to the park due to the problem. He stated even the route the wheelchair owner has to the post office is over laden with them. He stated they are out of control, but if they are sprayed they are

- already there and it does not do much, as they need to be pulled out. He explained they do not start growing until July.
2. Councilperson Jay Duke inquired on how to treat them.
 3. Dana Holbrook stated they have to be pulled and once they are 6-8 inches they put out seeds. Spraying does not work unless they are just starters. He stated it would take a couple of years.
 4. Councilperson Jay Duke stated the Public Works is shorthanded right now.
 5. Vice Mayor Donnetta Skinner stated there has to be solution.
 6. Lincoln Litchfield stated if they are pulled now, the seed falls off and so they need to pull them in July before they get going.
 7. Dana Holbrook stated if something is done now, maybe it would eliminate some of the problem. He stated even Round-Up has to be used during July and August.

- XV. Adjournment. (Action Item)**
Councilperson Jay Duke moved for adjournment with Councilperson Bob DeMars seconding the motion. The motion carried. The meeting was adjourned at 7:59 p.m.

APPROVED:

CLIFF EKLUND, MAYOR

ATTEST:

CITY CLERK LADAWN LAWSON