

CARLIN CITY COUNCIL
CITY OF CARLIN, STATE OF NEVADA
SPECIAL SESSION BUDGET HEARING
CARLIN CITY HALL
101 SOUTH EIGHTH STREET
CARLIN, NEVADA
May 19, 2015, 5:30 p.m.

Call to Order and Roll Call:

Mayor Donnetta Skinner called the meeting of the City Council to order at 5:32 p.m.

1. Council Members Present: Mayor Donnetta Skinner
Vice Mayor Lincoln Litchfield
Councilperson Bob DeMars
Councilperson Pam Griswold
Absent: Councilperson Jay Duke
2. Administrative Staff: City Manager David Jones, City Clerk LaDawn Lawson, Police Chief Dennis Fobes, Public Works Director Carlos Esparza
3. Public Present: Debbie Beck

I. 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. None.

II. Review, discussion and direction from the City Council regarding preparation of the City of Carlin's budget for fiscal year 2015-2016, and all related matters. (Non-Action Item)

1. City Manager David Jones reported Municourt fills this position with a County person so the salaries moved about \$1,000 and benefits \$2,100. Accounting fees went down.
2. Vice Mayor Lincoln Litchfield inquired if the person who took over the position comes to Carlin.
3. City Clerk LaDawn Lawson stated Carlin used to bill the County half and half, but the County is now going to bill Carlin for reimbursement.
4. City Manager David Jones stated they pay 23% of her salary. Legislative increased \$2,000.00
5. Mayor Donnetta Skinner stated she would like to see the Travel & Training reduced to \$3,000.00.
6. Vice Mayor Lincoln Litchfield stated YTD is only \$1000.00.
7. City Manager David Jones stated City Manager was dropped from \$77,000 to 64,500, benefits to \$31,000, Travel and Training at \$2,000, Office Expense was \$500 and he changed it to \$3,000.00. He stated Materials and Supplies has auto expense in it.
8. Mayor Donnetta Skinner stated that should be broken up into Auto and Materials and Supplies for transparency.
9. City Manager David Jones stated Administration includes steps and they have been without a person for several months during the year. Employee Benefits were taken to \$64,000 from \$80,000 and increased equipment repairs to \$5,500. Travel and training went to \$4,000 with a new person coming on.
10. Mayor Donnetta Skinner stated training needs to be cut.
11. City Manager David Jones stated the Office expense includes upgrade of the computers. There is a backup storage, but everything the City has is stored in this system; there is no off site storage.
12. Vice Mayor Lincoln Litchfield inquired about equipment repairs.

13. City Clerk LaDawn Lawson stated that is the printers, computer, copiers, chairs, etc.
14. Vice Mayor Lincoln Litchfield stated that City Manager Materials and Supplies was increased to \$3,000 as he was using the Administration's last year.
15. Mayor Donnetta Skinner stated they should reduce Materials and Supplies.
16. City Manager David Jones stated Office Expense was increased because of the backup and they are not sure how much that is going to be. This is just a guess because when they talked to the people they could not tell us exactly.
17. City Clerk LaDawn Lawson stated Small Claims is for shut-offs and taking them to Small Claims Court.
18. City Manager David Jones stated the salaries and wages were reduced to \$30,000 and the Equipment Repairs was increased to \$5,000 because the Animal Control truck needs a new motor. They have to take the cab off the chassis to change the motor.
19. Mayor Donnetta Skinner inquired about the \$1,000 for Animal Supplies.
20. Chief Dennis Fobes stated they had a man who built the pad. He stated they are getting rid of dogs faster now. He stated there is a difference between Lila Sexton and Josh Gallegos.
21. City Manager David Jones stated step raises brought an increase to \$6,900 for wages and Benefits also increased \$5,000, as we now have to pay PERS for Dennis Fobes.
22. Mayor Donnetta Skinner stated they could drop the Uniform allowance to \$8,000.
23. City Manager David Jones explained that auto expense was under Public Works and the Departments will show their own this year. He stated it was about \$8,600.00 for each Department last year. He then deleted the \$30,000 under the 10-79 category.
24. Mayor Donnetta Skinner stated the \$8,666 should be rounded to \$8,000.
25. City Manager David Jones stated they are no longer on the County's system and therefore Communications is going to cost the City more.
26. Mayor Donnetta Skinner stated Travel & Training should be \$2,000, Computer supplies to \$500.
27. Chief Dennis Fobes stated there is no service dog.
28. Councilperson Pam Griswold inquired if they could decrease the Materials & Supplies to \$3,000.
29. Chief Dennis Fobes stated Investigative Expense was him going to investigate in Oregon after a murder in Carlin.
30. Mayor Donnetta Skinner suggested that be reduced to \$2,000.
31. City Manager David Jones explained Evidence Supplies should be \$1,000 and Dues & Subscriptions was reduced to \$500.
32. City Manager David Jones stated they reduced Facility Maintenance to \$0. He stated Fire Department and Ambulance was changed to \$103,745 and he dropped the benefits to \$69,000.
33. Councilperson Pam Griswold inquired about the physicals.
34. Linda Bingaman noted there are 30 members and some of them use their own insurance. The cost is approximately \$300.00.
35. Mayor Donnetta Skinner suggested they cut Physicals to \$3,000.00.
36. Councilperson Bob DeMars noted the cost for 10 members would be \$3,000.
37. City Manager David Jones stated the Volunteers are offered the physicals. Uniforms cut to \$1000. Auto Expense decreased to \$8,000.00. Communications is set up for radios going through Central Dispatch and every radio is to be assessed. Part of that was broken out for the Police.
38. Linda Bingaman explained the charges that they were paying for Communications.
39. City Manager David Jones explained that right now they are paying for seven radios in the Fire Department. Office Expense was cut from \$10,000 to \$5,800.
40. Mayor Donnetta Skinner stated they should cut that to \$3,000.
41. City Manager David Jones stated Small Claims were cut to \$250.
42. Linda Bingaman stated Materials and Supplies includes turn outs, hoses, and nozzles.
43. Mayor Donnetta Skinner stated that item should be reduced to \$5,000.

44. City Manager David Jones stated Ambulance supplies is realistically at \$11,000 currently. He noted that a rate adjustment is appropriate for the reimbursement on the ambulance use.
45. Linda Bingaman stated that some of those costs are reimbursable, but a lot would not be.
46. City Manager David Jones stated there is a base rate and the loaded costs on top, so a person from Carlin will not pay as much say Crescent Valley. Whoever has the lowest ambulance rate is really hurting the rest of the area because of Medicare, which looks at all the rates in Elko County and averages them out.
47. Mayor Donnetta Skinner stated they need to zero the fireworks because they have no one to set them off.
48. Vice Mayor Lincoln Litchfield agreed.
49. Mayor Donnetta Skinner stated Ambulance Personnel should be reduced to \$3,000.
50. City Manager David Jones reported they decreased the Street Salaries by \$1,185, employee Benefits by almost \$5,000. This year we didn't spend much money on snow removal and next year \$5,000 may not be enough. Auto Expense would be \$8,000.
51. Public Works Director Carlos Esparza stated he would like to keep the training as he has many new people.
52. Discussion was held on mosquito spraying.
53. City Manager David Jones stated Cemetery Salaries rose to \$33,500, Benefits reduced to \$20,000.
54. Mayor Donnetta Skinner stated they should reduce the Equipment Repairs to \$2,000 and delete the line item for Capital Outlay of \$5,000.
55. City Manager David Jones stated Parks Salaries increased by \$8,000 and Benefits were cut by \$6,000. He stated if they have someone who has a long career with the City and they retire, the City might have to pay them all of their benefits, which could be huge.
56. Public Works Director Carlos Esparza explained there is a lot of vandalism at the parks each year.
57. Mayor Donnetta Skinner stated they would cut the Equipment Repairs to \$5,000.
58. City Manager David Jones stated the Materials and Supplies exceeded the budget last year and nothing was budgeted for Capital Outlay but \$236.77 was spent. Library Telephone is \$2,500.
59. Linda Bingaman stated that is due to the internet use there.
60. Councilperson Pam Griswold stated they should reduce it by \$500.
61. Mayor Donnetta Skinner stated they want to get some more computers this year so they should leave it as is.
62. City Manager David Jones explained the 10-79 benefits were increased by \$500 because of the PERS increase. Workers Compensation and so far \$7,000 has been spent with another check coming out in this quarter.
63. City Clerk LaDawn Lawson stated they would be right at \$13,000.
64. Mayor Donnetta Skinner stated they should cut Legal Fees to \$20,000.
65. City Manager David Jones stated the Legal Notices depends on what the public brings the City.
66. Mayor Donnetta Skinner stated they should cut that to \$6,000.
67. City Manager David Jones stated Accounting is the proposed quote from the auditor.
68. Mayor Donnetta Skinner stated they should cut it to \$30,000.
69. City Manager David Jones stated the Contract fees were increased \$6,000.
70. City Clerk LaDawn Lawson itemized those costs included and was asked to review the costs of the previous years.
71. City Manager David Jones reported the Washoe Crime Lab went up 500%. Building Inspection is the costs associated with Bob Bratcher.
72. Public Works Director Carlos Esparza stated that he brings in a lot of money.
73. Mayor Donnetta Skinner stated to decrease the postage to \$3,000.
74. City Manager David Jones stated Drug Testing was increased.
75. Mayor Donnetta Skinner stated it should be changed to \$2,500.

76. City Manager David Jones stated Natural Gas has been low because of the warm weather and they took the old Senior Center and Police Department off line. He stated he increased Electricity by \$1,500, but is not sure that will cover next year.
77. Mayor Donnetta Skinner stated they should reduce Fuel Expense to \$30,000 and delete Citizen of the Year.
78. City Manager David Jones stated the Capital Outlay of \$14,000 is for the waste oil heater at the City Shop, which has to be replaced. Transfer to Debt Service was cut by \$7,000 due to a loan being paid off.
79. Councilperson Pam Griswold stated they should decrease Unemployment Expense to \$2,500.
80. City Manager David Jones stated the \$20,000 contingency is for any of the items that are overspent so that it can be moved around within the fund. He does not know how much the budget is with the new changes, but it was \$356,000 before they did that.
81. Councilperson Pam Griswold stated they still need to cut \$67,000.
82. Discussion was held on Public Works.
83. City Manager David Jones stated they have \$90,000 in Capital Outlay right now to look for a water well. The Sewer Department Salaries increased \$54,000 and Benefits were reduced \$5,500. Equipment Repairs were increased \$5,000.
84. Councilperson Pam Griswold stated they should reduce Office Expense to \$2,500.
85. Public Works Director Carlos Esparza stated he is working on the sewer testing being done in Carlin, but they do not have a person ready yet.
86. City Manager David Jones stated Capital Outlay was increased to \$140,000 for aerators for the ponds, engineering of the lift station and sewer camera. The camera can go into the sewer lines to show their condition. One of the issues they have is I & I of the lift station, because the PPR states that there is quite a bit of I & I at certain times of the year or we are pumping more water than is actually being pumped into the water system. The smoke test is coming next week. He stated as far as the Utility Fund legal fees he would like to break it out and bill it to the department it refers to. This is a proprietary fund for water and sewer.
87. Deborah Beck stated there are three (3) computers on the internet at the Center.
88. Mayor Donnetta Skinner stated the phone bills are too much for the facility. She stated they should try to cut that.
89. City Manager David Jones stated the Center has a new director and bus driver coming on. Materials and Supplies were reduced to \$1,500 and Materials was decreased to \$2,500.
90. Mayor Donnetta Skinner stated the Senior Center is good as long as they are not reduced.
91. Discussion was held on the homebound deliveries.
92. City Manager David Jones stated he just figured what percentages were paid to each one and reduced the cost. Building Maintenance was reduced to \$500.
93. Public Works Director Carlos Esparza explained the repair to the floor would come of out his budget.
94. City Manager David Jones stated if there are any changes as time goes on, they would bring it to the Board for approval to change. He stated transportation salaries reduced \$1000, Employee Benefits down, materials and Supplies reduced to \$800 and Equipment Repairs down to \$600. He stated the final budget meeting would be held on May 29 because it has to be sent to the state.
95. **This was a Non Action Item.**

II. 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. None.

III. Adjournment. (Action Item)

Vice Mayor Lincoln Litchfield moved for adjournment with Councilperson Pam Griswold seconding the motion. The meeting was adjourned at 7:12 p.m.

APPROVED:

MAYOR DONNETTA SKINNER

ATTEST:

LADAWN LAWSON, CITY CLERK