

CARLIN CITY COUNCIL  
CITY OF CARLIN, STATE OF NEVADA  
REGULAR MEETING  
CARLIN CITY HALL  
101 S 8<sup>th</sup> Street  
Carlin, NV  
June 10, 2015, 7:00 p.m.

**Call to Order and Roll Call:**

Mayor Donnetta Skinner called the meeting of the City Council to order at 7:01 p.m.

Council Members Present: Mayor Donnetta Skinner  
Vice Mayor Lincoln Litchfield  
Councilperson Jay Duke  
Councilperson Pam Griswold

Absent: Councilperson Bob DeMars

1. Administrative Staff: City Manager David Jones, City Clerk LaDawn Lawson, Public Works Director Carlos Esparza, City Engineer Tom Ballew. Police Chief Dennis Fobes
2. Present: Kirk Peterson, Debbie Beck, Anna Dean, Ben Levine, Mark Pressman, Wayne Carlson, Steven E. Wilkinson, Floyd Davey, Lila Sexton, LeeAnna Johnny, Taylor Martin, Tyler Thomas.

**Pledge of Allegiance**

**I. Comment by the General Public: Pursuant to NRS 241.020(2C) this time is devoted to comments by the general public and discussion of 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. Mark Pressman, Wulf Hansen Company, who are the financial advisors relative to the Carlin Crossing Project. He introduced Bud Levine of the same office to the Council. He noted the purpose for their appearance is that they will need consultants. One is a consulting engineer to do the engineering and cost for the various parcels. Another absorption analyst to predict how quickly the property will sell land build out, which is necessary for the planning and sale of the bonds to the investors. Also, an appraiser of the market value and the bulk sale value of the property. And an underwriter to sell the bonds. All of these are necessary for the SID (Special Improvement District). There are a couple of constraints in a very tight timeline for late fall (target September) with money to the City. The other constraint is a small audience in Northern Nevada of these consultants to pick from, which they request permission to work with the City and staff to do the legwork to find the people who could do the work, interview them and then submit the recommendations of appointment to the City Manager for Council action. They would submit these in time for the City to do its own due diligence and could submit their own recommendations if necessary.
2. Bud Levine stated that all of the consultants that they would approach are well experienced with a great history of performing these kinds of services. There will be none chosen that do not have a track record.
3. Councilperson Jay Duke discussed the late fall completion.
4. Mark Pressman stated they would contact people for the next 2 weeks and would probably bring the names and recommendations by the end of the month. That would be about 3 weeks before we come back to the council. It is important that the people get on early so they can grow with the project.

5. Bud Levine stated all of this is important, as they cannot sell the bonds without the consultants.
6. Mark Pressman explained they would give the names of the people they contacted and what the findings are on each one and give a recommendation on who is the best.
7. Bud Levine explained they would be going through their background, references, experience and what type of projects are similar to Carlin Crossing. We will make sure there are not problems in their backgrounds too.
8. Mark Pressman stated he wanted to emphasize that “we work for you”. We are going to try to be as transparent as possible. He wanted to let the Council know up front before getting the people. Having familiarity with the SID process is going to be necessary also. This is how we want to work with you throughout this whole process.
9. Non-Action Item.

**II. Review, discussion and possible approval of the City of Carlin Liability Insurance with the Nevada Public Agency Insurance Pool (POOL) and approval for payment from fiscal year 2015-2016 funds and all related matters. (Possible Action Item)**

1. Wayne Carlson, Executive Director Nevada Public Agency Insurance Pool, presented a brochure that highlighted some of the services. The HR service continues to be a strong ally to the members in terms of managing the risks and in turn helps with the claims experience. They have added a couple of e-learning courses, one on the open meeting law and one on ethics law. They can now assign the courses. One portion of the city’s coverage is cyber liability and on the website there is e-Risk Hub, which gives resources to assess the city’s security issues. There is a list of vendors they could contract with if they need that assistance. He cautioned that rural areas are not exempt from information theft and need to think about security. They are expanding their classroom training events, which are available to Carlin. This year they doubled the amount of risk management grants that are available to \$1,500,000 because of special projects, such as HILT (Human Injury Lifting Tool), which is a web backboard. It was demonstrated at the annual meeting and they decided to purchase those for every ambulance operators in the state. It will be 6 weeks when they are in. They reduce back injuries and provide better patient safety. Years ago they had the power cots for the grants and they are going to open up another one for those, which is a matching grant. There will be earthquake mitigation training, nonstructural focused on your facility maintenance people, such as relocating a file cabinet that might topple into a doorway. They will be doing more risk reduction. Grants can be submitted to the Loss Control people for reducing risk, some of which are matching, but training grants are 100%. Liability limits remain the same for Carlin. Earthquake and flood limits have increased to \$150 million. For the overall program cost, the rates stayed the same or went down slightly. Carlin had a 14% increase in property values and that resulted in a slight increase in the program costs.
2. Councilperson Pam Griswold inquired about the law enforcement training.
3. Wayne Carlson stated the information was sent to the chiefs and sheriffs.
4. Discussion was held on the training.
5. Vice Mayor Lincoln Litchfield requested clarification that anyone who is affiliated with Council, staff, etc can get these classes online.
6. Wayne Carlson replied, “There is an administrator set up in your city to assign the course for e-learning to those who need the course. If you are not signed up to do that, contact Ann Wiswell to set it up, but you administer your own training sites. Just log the people on and for the courses they are going to take, then they are tracked in the system”.
7. Discussion was held on the time limits.
8. Wayne Carlson explained the Administrator could set up follow-up deadlines to stay on track. It is a good tool for the manager to know that employees are being trained on a subject. E-learning was a good tool for the Ethics class that is required and it was also given to the State Ethics Commission who could get it to those who needed it as well. The Open Meeting Law was another one.

9. **Vice Mayor Lincoln Litchfield moved for approval of the City of Carlin Liability Insurance with the Nevada Public Agency Insurance Pool (POOL) and approval for payment from fiscal year 2015-2016 funds and all related matters. Councilperson Jay Duke seconded the motion. The motion carried.**

**III. Review, discussion and possible approval of renewing our employee health insurance with Prominence Health Plan and all related matters. (Possible Action Item)**

1. City Manager David Jones reported that Prominence has changed the renewal date from January to July, which coincides with Carlin's fiscal year. It the same plan with the co-ray for diagnostic labs and x-ray have increased by \$10.00. An individual under age 21 would cost \$279.62 and a spouse or child over 21 would be \$752.31.
2. Councilperson Pam Griswold inquired if there is an overlap with the change in dates now.
3. City Manager David Jones stated they pay every month, so there is no refund.
4. City Clerk LaDawn Lawson stated they are billed for the insurance monthly.
5. **Councilperson Jay Duke moved for approval of renewing our employee health insurance with Prominence Health Plan and all related matters. Councilperson Pam Griswold seconded the motion. The motion carried.**

**IV. Presentation and discussion from SPB Utilities and NDEP regarding the lining of the ponds, removal of the sludge, water reuse for crops and all related matters. (Possible Action Item)**

1. Kirk Peterson, Nevada Division of Environmental Protection (NDEP), stated he has been coming here for the past 30 years. Public Works Director Carlos Esparza gave them a great tour today. The plant is showing its age, still functioning very well and is well maintained. Carlin is making some changes to the lift station. Because Carlin has a serpentine flow pattern, all of the solids tend to build up in one area. That will probably have to be cleaned out. The policy of the state has changed in that they want all of the primary ponds sealed. You have a sealed pond with bentonite clay, but they like the synthetic liners now because of the weeds, and erosion. It does not mean you have to move in that direction, but if you clean the sludge out of the ponds, then they will want you to check that synthetic bentonite liner and make sure it still has integrity. He discussed the ponds over the past 20 years and noted they just need to clean the sludge at this point. Down the road they may have to look at doing something different. For the age of the system, it seems like you are doing everything right. A report will be sent from NDEP with one recommendation that possibly your monitoring of the wells are hard to get to and even in this weather it is challenging. If you do not apply your effluent to the reuse fields, then up by the reservoir there are a couple of rapid infiltration bases you can put the effluent into instead of going to irrigation. These have never been used. There are two monitoring holes associated with those so we suggested these could be put on standby. If you ever do use them, they could get away from sampling two wells, but it is a little savings.
2. Councilperson Pam Griswold inquired if cleaning the sludge is something Public Works can do or is it something we have to hire someone from outside to do it?
3. Kirk Peterson stated it is difficult to isolate that pond, but explained some ways that is has to be done. The least expensive is to draw the pond down in middle of summer and let it air dry. One of the problems with ponds is the cost to haul it away. He noted they design these things as if it is never going to happen and therefore when it does, it is expensive and a problem.
4. Councilperson Pam Griswold stated that it is a matter of diverting the water to another pond to dry out and make sure the line is still good.
5. Further discussion was held with suggestions presented.
6. No action was taken.

**V. Review, discussion and possible approval of authorizing staff to sign Grant Applications, Quarterly Reports and Notice of Grant Awards for the Carlin Senior Citizen Center and all related matters. (Possible Action Item)**

1. This item is presented because of new names.
2. **Councilperson Pam Griswold moved to approval of authorizing Deborah Beck and City Manager David Jones to sign Grant Applications, Quarterly Reports and Notice of Grant Awards for the Carlin Senior Citizen Center and all related matters. Vice Mayor Lincoln Litchfield seconded the motion. The motion carried.**

**VI. Review, discussion and possible approval of a liquor license for Robert Jensen, representing the American Legion Post 32 and all related matters. (Possible Action Item)**

1. **Vice Mayor Lincoln Litchfield moved for approval of a liquor license for Robert Jensen, representing the American Legion Post 32 for the 4<sup>th</sup> of July and all related matters. Councilperson Pam Griswold seconded the motion. The motion carried.**

**VII. Staff is inquiring about the Council position on special meetings for Council and the Planning Board and all related matters. (Possible Action Item)**

1. City Manager David Jones stated the developers of Carlin Crossing inquired if there could be special meetings to help facilitate the process. He told them he was apprehensive on speaking on this matter on behalf of the Council and would take it to the Council for their opinion.
2. Councilperson Jay Duke inquired if they gave any indication of frequency.
3. City Manager David Jones replied no, they might not have them. There are some additional costs that we may want to look at that we have not budgeted for, transcription and employees.
4. Councilperson Pam Griswold stated if they need something, there are meetings every 2 weeks.
5. Councilperson Jay Duke stated construction does not work that way.
6. Vice Mayor Lincoln Litchfield stated he said there might be 2-3 at the most. The Planning Board might have to have a special meeting, but the Council does not.
7. City Clerk LaDawn Lawson spoke to the advertising of the agendas, the cost of the transcriber, and the cost of the employee's overtime hours.
8. Councilperson Jay Duke inquired if they are willing to offset the costs that would be beneficial.
9. Councilperson Pam Griswold stated if it was an emergency and they had to have the meeting and offset the cost, I would not be against it.
10. Councilperson Jay Duke suggested they talk to them and see if they want to pay the offsets.
11. City Manager David Jones stated it is the City Clerk's salary, the Planning Board secretary and transcribing.
12. No Action was taken.

**VIII. Review, discussion and possible approval of a contract with the City of Carlin and Digis, and all related matters. (Possible Action Item)**

1. Mayor Donnetta Skinner stated the Beehive Broadband has changed to Digis Broadband due to the sale of the company. Everything will stay the same except the name.
2. Councilperson Pam Griswold inquired if their equipment is the same location that the TV District had and discussed how much was paid to the City.
3. City Clerk LaDawn Lawson stated it was a percentage of their grow income. Some departments used it and some did not, but Administration stayed with Frontier because the credit cards were set up and the speed was faster. They are going to stay with who they have now.
4. Mayor Donnetta Skinner has been happy with her service.
5. Vice Mayor Lincoln Litchfield inquired about the 3% increase every year.
6. City Manager David Jones stated the first year would be \$54.00, the next year \$55.60 or an increase \$110.00 over a 2-year period.
7. Mayor Donnetta Skinner stated if the City does not use it, why is there a contract.
8. City Manager David Jones stated he does not know if the departments want to use that, but the deal is still in the contract.

9. **Vice Mayor Lincoln Litchfield moved for approval of a contract with the City of Carlin and Digis, and all related matters. Councilperson Pam Griswold seconded the motion. The motion carried.**

**IX. Staff is requesting direction in regards to Employee Performance Evaluations for Appointed Officials of the City of Carlin and all related matters. (Possible Action Item)**

1. Mayor Donnetta Skinner suggested they do evaluations for everyone like it is done for the City Manager.
2. Councilperson Jay Duke inquired who the employees would be.
3. City Manager David Jones stated it would include City Clerk LaDawn Lawson, Chief Dennis Fobes and him, the three who are appointed by the Council. City Clerk LaDawn Lawson would take care of her department, I would review that. I would take care of Public Works Director Carlos Esparza and Senior Citizen Director Deborah Beck and then we would review those together. Dennis Fobes would take care of his department, Fire Department would take care of theirs and Public Works Director Carlos Esparza would take care of his.
4. Councilperson Jay Duke inquired if they are following the parameters of Section 9 of an evaluation  
6 months into employment, etc.
5. City Manager David Jones stated they are “striving to follow Section 9. The most difficult has been the Fire Department, which he got after 8 months.
6. Mayor Donnetta Skinner stated that appointed employees should come to the Council.
7. Councilperson Jay Duke disagreed, stating we should be where the buck stops, but if we have a composite of the review and we vote on that. We give it back to City Manager David Jones to discuss with the employees.
8. City Manager David Jones stated by job description they do report to him.
9. Councilperson Jay Duke stated it should be the City Manager who manages them for time purposes. In fairness the relationship between the supervisor and the employee needs to be maintained with some continuity. “If we are doing something that is overriding his decision, he shouldn’t be in that position. He needs to have that control.”
10. City Clerk LaDawn Lawson stated that over the years her evaluation has been done several different ways and she has not always agreed with the City Managers and it has shown on the evaluation. At times she has had evaluations by the Council, and by the Mayor, and so it does not  
matter to her how it is done there is no perfect way to accomplish this task.
11. Taylor Martin stated that the Council “appointed us and it would be up to you to fire us”.
12. Mayor Donnetta Skinner stated the evaluation should go through the Council not through the City Manager.
13. Mayor Donnetta Skinner stated the appointed people need to be evaluated by the Council.
14. City Clerk LaDawn Lawson stated if the Council evaluates and gives those evaluations to the City Manager and it goes with his evaluation, would that accomplish that.
15. Councilperson Jay Duke stated no, because the appointed people interact with each other more on a daily basis. It is not appropriate to give an evaluation if we do not. The City Manager interacts with you the entire span of a year as opposed to a Council Member who may come to the office 90 times during the year.
16. Mayor Donnetta Skinner stated she has as much interaction with City Clerk LaDawn Lawson  
as  
City Manager David Jones.
17. Councilperson Jay Duke stated he does not.
18. Vice Mayor Lincoln Litchfield stated he does not have as much interaction.
19. Councilperson Jay Duke inquired about the other appointed people such as Dennis Fobes.
20. Vice Mayor Lincoln Litchfield stated he could not in all honesty evaluation him right now.

21. Tyler Thomas inquired who is the HR appointed person. If they do not agree with the evaluation,  
who do they go to.
22. Mayor Donnetta Skinner stated, "to the Council".
23. Tyler Thomas stated the HR rep is null and void for appointed personnel and it goes back to the Council.
24. City Manager David Jones stated appointed officials have access to POOL/PACT, but not the employees.
25. Deborah Beck inquired if they would be evaluating City Clerk LaDawn Lawson (for examples) for her place in the Council or on a daily basis in her position. "If David is her direct supervisor and you are the board and she does not have enough interaction, how can you honestly give her a proper evaluation for what she does in her current position other than being seen here".
26. Councilperson Pam Griswold stated her interaction with City Clerk LaDawn Lawson is limited where Mayor Donnetta Skinner has been on the board for years.
27. City Clerk LaDawn Lawson stated the Mayor is the liaison for the Administration.
28. Councilperson Pam Griswold stated my thinking would be if you and City Manager David Jones have a working relationship and it comes to evaluation, then maybe he should do the evaluation and bring it to the council. We can bring it directly to you to see if you agree or disagree and make decisions. We have to have a way of being able to discuss things with you".
29. Mayor Donnetta Skinner stated it cannot go back to her, it has to go to City Manager David Jones  
because the council cannot go over the City Manager.
30. City Clerk LaDawn Lawson stated there is a question on the last page asking for the employee's opinion on the evaluation or to add documents. She stated the appointed person has the right not to sign it if they disagree and they would then come to the Council for discussion.
31. Floyd Davey stated he believes it a "huge disservice to the City when the Council says they do not know the appointee and you cannot make an honest assessment on their performance. You are elected to spend time with them, you are elected to be involved in the City interworking and the appointed person".
32. Mayor Donnetta Skinner stated "I really do not think they avoid it; they do not have to spend much time when they got me elected in here".
33. Councilperson Jay Duke stated that was a solid comment and in the context that it was meant that we do not know these people enough to make a fair assessment "is that we do not supervise them. We do not work with them even one day a week. It is that total interaction that gives a fair assessment of that appointed person".
34. Councilperson Pam Griswold stated, "We do not shadow them to see what they do on a day-to-day basis.
35. City Clerk LaDawn Lawson stated "she sees the Police Department, every other day and Dennis, but they do not really know what I do and I do not know all that they do".
36. Mayor Donnetta Skinner stated she wants "my Council people to know what every one of these people do. I want them to know exactly what their job is, because what are we going to say to the public if we don't know".
37. Councilperson Jay Duke stated they do know, but they do not know the effect of the performance on a day to day basis. Whether you agree or disagree with the evaluation, put comments on your evaluation sheet after it is done, as it is the only way the evaluator is going to know how to improve and it gives information they need. It helps the process.
38. Vice Mayor Lincoln Litchfield stated, "Part of the process is not me knowing what City Clerk LaDawn Lawson does, what Heather does under City Clerk LaDawn Lawson and how City Clerk LaDawn Lawson supervises. It is for everyone who works in those departments. It is knowing those people too. Performance evaluation is for the interaction that we have with these other people. That is how you evaluate performance.

39. Mayor Donnetta Skinner stated she wants the Council to know every person and what they do. That is our job. Whether we have City Manager David Jones do the evaluations and bring them to the Council and have us comment.
40. Tyler Thomas stated it would be smart for Councilperson Jay Duke to evaluate Chief Fobes and you look it over.
41. Councilperson Pam Griswold stated Chief Fobes should do your evaluations, because we do not appoint you. My idea is that City Manager David Jones should evaluate City Clerk LaDawn Lawson.
42. Councilperson Jay Duke stated if you need mediation, that's where the Council comes in.
43. **Councilperson Jay Duke moved for approval that City Manager David Jones to perform all Employee Performance Evaluations for Appointed Officials of the City of Carlin with a review by the City Council. Vice Mayor Lincoln Litchfield seconded the motion. The motion carried.**

**X. Review, discussion and possible approval of the minutes from 4/8/2015 and all related matters. (Possible Action Item)**

1. **Vice Mayor Lincoln Litchfield moved for approval of the minutes from 4/8/2015 and all related matters. Councilperson Pam Griswold seconded the motion. The motion carried.**

**XI. Review, Discussion and possible approval of payments for the periods 5/27/2015 to 6/10/2015, and all related matters. (Possible Action Item)**

1. **Councilperson Jay Duke moved for approval of payments for the periods 5/27/2015 to 6/10/2015, and all related matters. Vice Mayor Lincoln Litchfield seconded the motion. The motion carried.**

**XII. City Council Members' Reports. (Non-Action Item)**

1. Councilperson Jay Duke stated there was a special meeting this month NNRDA projects on evaluations.
2. Police Chief Dennis Fobes introduced his officers Tyler Thomas, Taylor Martin, and Floyd Davey, Lyle Sexton and Keegan Baty who is on vacation.
3. Floyd Davey presented an overview of what the officers do. He noted they take the people out to the highway where the officer has safe egress and minimizes the risk to the public. In May, there were 493 calls for service, 193 over average. June 1- 10<sup>th</sup> there were 190 calls for service. In that time there have been 67 traffic stops from which they created 16 citations. If we can change someone's driving pattern, behavior through talking to them, it creates another service to the citizens. Not everything results in a ticket.
4. Councilperson Jay Duke stated the academy teaches them to be socially responsive too.
5. Floyd Davey stated they are trying to build a relationship with the citizens, not wanting people to fear us or not letting every action create negative feelings. Over 2/3 of the interaction with the public is positive. The bulk of traffic citations were school zone infractions.
6. Mayor Donnetta Skinner stated she wants the citizens to know the officers. She does not want the people to dislike the officers.
7. Floyd Davey stated this is something that works to our benefit.
8. Mayor Donnetta Skinner stated she had been Mayor for a week and got a citation from Tyler Thomas. They also got her home as she was having an asthma attack.
9. Councilperson Pam Griswold inquired how many of the 67 tickets were in the City of Carlin and how many were out on the highway.
10. Floyd Davey stated less than 7 on the highway. Everything we do initiates within the City limits. We do not stop someone on the off-ramp. We follow them to a place that is safe, such as the on-ramps of the next exit. He had 12 stops from the 4-way today. They do put 40-50 miles a day on the car and he maps where he has been driving, so he does hit everywhere, including the bars. He tries to be at the park and they will watch the bars, but they do not camp

out there. There are 2,800 people in town so we cannot afford to spend out nights just watching one person.

11. Tyler Thomas stated he drives by the bars enough to know who is there. I make sure who is there and whose cars are in the parking lot. If I can stop someone from driving, I will do that”.
12. Floyd Davey stated, “We had 6 agency assists, such as those called out by NHP and we back them up. They assist the ambulance in lifting, traffic control or even another set of eyes. In the past 10 days there were 6 arrests, 3 felons taken off the streets, 1 misdemeanor, 1 DUI, 3 were actual warrants. We generated 8 reports. The City of Elko in 2014 has 242 burglary reports for the entire year, but in the month of May, they had 167. Carlin had zero. The officers are good and try to know the people, who they are, how long have they been here, do they work, etc. If we do not recognize someone and being proactive, we are ensuring that we are making note of anything new or suspicious. He has picked up people and given them a ride home if need be. That is for my safety and I will pat them down. If people are intoxicated, they may be cuffed for our safety when we give them a ride home. Our number one thing is we are peace officers.
13. Mayor Donnetta Skinner discussed safety of the officers.
14. Floyd Davey stated they use their words first. We have a code enforcement officer and she had 18 calls for service in the past 10 days. She has given out 9 warnings on city code violations. She has taken photos of the properties before and then 24-72 hours later. Every day is Carlin Clean up for Ms. Sexton. She issued one citation and picked up 9 dogs and returned 10. We adopted that dog on Sunday. The SUV he drives usually has a dog or trash in it. If we can return it, we do. It saves money as well.
15. Councilperson Pam Griswold inquired if there was a drug dog.
16. Chief Fobes stated they have two dogs, which are not certified at present. There is an officer that would be working with a dog soon.
17. Councilperson Pam Griswold stated there are comments that high school students would like to have a dog come to the school.
18. Chief Fobes stated they get to the school about 3 times a year. We have been asked by the kids before and we have also had the County come with us.
19. Councilperson Pam Griswold inquired if they have the ability to have citizens ride along.
20. Chief Fobes stated no a policy for or against it because of the liability. There was a program a few years ago, but the officer got in trouble.
21. Tyler Thomas stated having a kid riding would give the idea that he is snitch putting that kid at risk.
22. Floyd Davey stated if there was a high speed chase, they would not like to expose a citizen to that because they were riding along. Having only one officer, that officer has to go to every call. We are looking at some things that we would bring to the Council to get the citizens more involved as well as an inside view of the department. Not just enforcing the law but everything else.
23. Tyler Thomas stated that any burglaries that they hear of but have not been called in, they should be told so they could know the area.
24. Mayor Donnetta Skinner stated most are by the park and there are 3 people in the last couple of days that had things taken from their property.
25. Councilperson Jay Duke stated people “should not be calling her and not them and if you are not telling them to call the PD, we have a problem. They need to be calling you guys. The General Public does not know what these people do. That, right here, is the beginning of what you do and the more we can do as a Council to make sure when we have someone come to a us or the mayor who is constantly citing that ‘people come up to me and telling me that they are picking up people drunk who are walking, we are harassing people’, we need to counter back to them because these guys are doing a good job and if they are doing something wrong, I want to hear about it. But if you cannot tell me that they are doing something wrong, I don’t want to hear it. Being nice to these people all day long, ‘oh that’s okay and patting them on the back does not accomplish what we are trying to set up’. That is for the general population to

- understand what these people do. We have to play our part too”.
26. Mayor Donnetta Skinner stated we do not want these guys to think that we are enemies.
  27. Councilperson Jay Duke stated you are going to have those people talking.
  28. Taylor Martin stated it is natural that people want to complain about the police.
  29. Mayor Donnetta Skinner stated a lot of times when “they complain to me they want me to listen, they do not want me to do anything. I hear about everybody and everything, it is not just these guys. I expect you to do the job. These people that live in this town, they pay you and you work for them, so it is your job to run the City as perfectly and safely as you can, not for the Council, but for the people who pay your wages out there. I expect you people to be above reproach so that when I hear anything that I can say it is no big deal, that is what these guys do. I tell everybody that you are perfect, because you are to me. I want the City to know you guys and appreciate what they have in you guys”.
  30. Vice Mayor Lincoln Litchfield reported there was Planning Commission meeting this time and City Clerk LaDawn Lawson is going to get the notes from Heather Trujillo on the code that we are working on to pass on. “What you are showing us, Floyd is a pattern that it has always been done like this in the past; it is an attitude that people have and a culture. If you can break that culture of how this has always been and bring in a new culture and it is good, then that is a very positive thing”. I appreciate everything that you do out there and it is just a culture we need to change, that the city is not always going to look like this just because it did in the past”.
  31. Councilperson Pam Griswold stated in April they had 109.25 volunteer hours. They are very busy and she talked to Thad Ballard who will do an article. The 4<sup>th</sup> of July parade is in honor of Carlin military heroes and the bulletin board with the names instead of a Grand Marshal, as well as Mary Winter. The only thing is that there will not be fireworks this year. It sounds like everything is going to be done during the day.
  32. City Manager David Jones stated fireworks had not been ordered.
  33. Councilperson Pam Griswold stated one complaint is that the bathrooms are not being opened. Last weekend the softball tournaments at the park with no bathroom facilities open.
  34. Mayor Donnetta Skinner inquired about the policy.
  35. City Manager David Jones stated during the weekdays Public Works opens them and on the weekends, the police open them.
  36. Councilperson Pam Griswold stated Elko is overbooked with games so they are bringing the kids to Carlin to play and the fields are booked all day long and the bathrooms need to be open. She stated she has had calls for the past 2 weekends. She suggested they be opened between 7:00 a.m and 10:00 p.m.
  37. Public Works Director Carlos Esparza stated they are not checked during the weekend, as he does not have anyone to do it.
  38. Councilperson Jay Duke suggested there is a person who checks the doors at the schools and if there would be someone like that for this purpose. There are locals who are very tuned into the park and that might be considered.
  39. Mayor Donnetta Skinner stated that if she had a key she would go down and check.
  40. City Manager David Jones stated they are just padlocks.
  41. Mayor Donnetta Skinner suggested maybe the concession people could check them.
  42. City Manager David Jones inquired if Elko signed anything with Carlin for the ball games.
  43. Councilperson Pam Griswold stated they plan to have teams over here for quite some time. There is another concern with the changes in the health laws, Public Works Director Carlos Esparza was supposed to have a plan to bring the concessions up to where they should be.
  44. Public Works Director Carlos Esparza stated it is not going to happen overnight.
  45. Councilperson Pam Griswold stated they have to have that plan to submit to the State and if they do not have something to submit, they are getting closed down. Even if you do not have the money to do it all now, if you could at least provide Parks & Rec or Jody Hensley with a plan.
  46. Public Works Director Carlos Esparza stated we had a meeting with the state and they have my

- contact information and I have not heard that from the state.
47. Councilperson Pam Griswold stated that was one of the things that Jody Hensley brought up because the power around the concession went out and did not come back so she lost a lot of product. She says with the changes in the “health stuff, they have to have a plan put together and they indicated that you had talked to them and you didn’t have the money to do this. Even if you don’t, they still need the plan to show Carlin has something that they can work toward and they need to submit it or there is a possibility that they would just shut the concessions.
  48. Discussion was held on the food.
  49. Councilperson Jay Duke inquired about the plan.
  50. Councilperson Pam Griswold inquired what was needed to bring it up to code and to get it back on.
  51. Lila Sexton actually was asked to do the food safety for the concessions for Jody and the softball. I did talk to the Health Inspector about bringing the concessions up to code. He talked to Jody Hensley about what would happen and technically, and truthfully, you should not be running the one for the high school games, but the Health Inspector said we could run it because it supports the softball. The problem is as of May 19, no one has contacted me. I am the liaison between the state and Carlin.
  52. City Manager David Jones reported that Lila Sexton, out of the goodness of her heart, allowed them to use her safety certificate. Lila is taking all the liability.
  53. Lila Sexton stated if the lights are going out and the power is going bad, truly it is not our responsibility as a city to take that one. That concession stand at the end should not be running.
  54. Councilperson Pam Griswold stated there are power issues that need to be addressed and if they can tell me, I can get a service order. Evidently it has to come through you, Public Works Director Carlos Esparza, before we can put in the service order and get an estimate.
  55. Public Works Director Carlos Esparza stated he has had five (5) electricians over the past years spending days out there to check and upgrade it. I think it is inexperienced people who operate the concession stand that have no clue what they are doing. In his opinion, the city should not be storing food product there. Let them put a freezer in their garage. We went through this last year during the Chili Cook-Off and the concession stand had been closed for months. Someone went there during the Cook-Off and tried to turn the lights on, but turned off the freezer in the storage shed. That should have been cleaned out when they vacated the concession stand. This has been going on since 2001 when I was on the Council.
  56. Lila Sexton stated the Health Inspector said they have to have a plan. “There are very minimal people able to run the concessions. They should not bring their personal food”.
  57. Mayor Donnetta Skinner stated they make big money at the concession stands and I think the stand should be run properly. I think it might be our responsibility to make sure they work properly. I think we better get a handle on it or we are going to have a problem.
  58. City Clerk LaDawn Lawson stated some of the problems developed recently because of the change in the health inspector. Now we have another issue because of the change in the NRS and enforcement by the Health Inspector and we have to do it. He stated he would let us operate it this year, but he wants a plan. The other issue is that the people who operate the concession stand do need to have food service safety certificate. That is not the City. We need to have a plan to bring then up to par too. There are two issues. With the change in the law there is a question of how we are going to handle the concession stands.
  59. Public Works Director Carlos Esparza stated this would be Park & Rec money.
  60. City Manager David Jones stated they have budgeted for it and are pretty close to the total amount needed.
  61. Mayor Donnetta Skinner stated this makes a liability for the City and it needs to be fixed. It should be up to code.
  62. Public Works Director Carlos Esparza stated they are probably looking at \$50,000 for the one.
  63. Steve Wilkinson stated there are kids playing with the breakers.
  64. Councilperson Pam Griswold they should be locked up.

65. Steve Wilkinson stated they were and they keep breaking the locks.
66. City Manager David Jones stated we just finished our budget. Government moves slowly and we are in the process. We are spending taxpayers money. Public Works Director Carlos Esparza gave me preliminary numbers and we put that in the budget this year. The electrical storm cut out power for 5 hours this week and I had to reset all of my power. We are in contact monthly with Mike Ortiz. The one thing I would like to see is whoever is operating the concession stands that they get their own safety certificates. We proposed that we put it out for bid and just give it to some person all year long. People were upset because that is their moneymaker, so from a business point of view, is to get your 8 hour safe serve, all your permits in place and run it the entire year. Now people are looking at it because there is a cost that they want to run under the City. No, we are not in the concession business. We will rent the concession stand and make sure the stand is up to code for you, but you, as the supplier and vendor of food need to be sure it is safe.
67. Councilperson Pam Griswold stated Jody Hensley was the person at the Parks 'n Rec meeting who was talking about the power, etc.
68. City Manager David Jones stated Jody does Little League, someone wants to do Co-ed, someone wants to do softball, they did not want to have someone do that and did not want to take it that long. He stated the new budget does not take effect until July 1, 2015.
69. Discussion was held on the Chili Cook-Off.
70. Mayor Donnetta Skinner stated the Ethics in Government meeting is at 5:00 p.m. on July 23, 2015, in Elko and wants everyone to attend.
71. Discussion of the fire chief will be forwarded to the next meeting on July 24, 2015.

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

1. City Clerk LaDawn Lawson had no report.

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

1. City Manager David Jones had no report.

**XV. 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.

**XVI. Adjournment. (Possible Action Item)**

**Councilperson Jay Duke moved for adjournment with Vice Mayor Lincoln Litchfield seconding the motion.** The meeting was adjourned at 9:20 p.m.

**APPROVED:**

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**DONNETTA SKINNER, MAYOR**

**ATTEST:**

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**CITY CLERK LADAWN LAWSON**