

**CARLIN CITY COUNCIL
CITY OF CARLIN STATE OF NEVADA
REGULAR MEETING
CARLIN MUNICIPAL COURT ROOM
101 SOUTH 8th STREET
CARLIN NEVADA
August 24, 2016 @ 7:00 P.M.**

Call to Order and Roll Call:

Mayor Dana D. Holbrook called the meeting of the Carlin City Council to order at 7:00 p.m.

Council Members Present: Mayor Dana D. Holbrook
Vice Mayor Lincoln Litchfield
Councilperson Jay Duke
Councilperson Pam Griswold

Council Members Absent: Councilperson Bob DeMars

Staff: David Jones (City Manager), LaDawn Lawson (City Clerk), Lila Sexton (Animal Control), Dennis Fobes (Chief of Police), Chris Woster (City Engineer), Lauren Landa (City Attorney)

Public: Margaret Johnson, Fred Montes De Oca

1. Comment by the General Public: Pursuant to NRS 241.020(2)(D)(3)(I & II) 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 pursuant to the required procedures at discretion of the City in accordance with applicable law and identified as in action. **(Non-Action Item)**
 - A. *City Manager David Jones introduced 2 of the new hires and announced that there is a verbal offer on the third one:*
 - a. *Ella Trujillo is the new Senior Center Director*
 - b. *Melinda Harris is the new Carlin Assistant Clerk.*
 - B. *Elko County Commissioner Cliff Eklund reported:*
 - a. *Attended a couple of traveling meetings and all the towns are having the problems with communication in the dispatch system. Forest Service, the BLM, and Local Fire Department are working to fix this problem.*
 - b. *There has been lots of fires in the area lately and to beware.*
 - c. *There were 25 teams entered in the Ranch Hand Rodeo. One of the Nevada teams from C Ranchers took the buckle. There were teams from Idaho, Utah, Washington and Oregon.*
 - C. *General Public Fred Montes De Oca asked who owns Chestnut Street. Has a concern on the double yellow lines that run in front of the businesses. This is not allowing access to the business. Will a ticket be issued for crossing the lines to go into a business? Can the City look into this and maybe mention this to the State (NDOT).*

2. **Public Comment may be taken prior to any Discussion Being Taken by the Council:** Review, discussion, and possible direction to staff to prepare and send a default notification to Carlin Crossing, LLC. and to proceed with the default according to the terms of the contract and all related matters. **(Possible Action Item)**
 - A. *The Carlin Crossing, LLC. is currently in default due to the fact that the projected start dates have not been met.*
 - B. *Currently a Trust Fund balance is being held at the City Attorney's Office. The original balance is lower with the expenditure held against it.*
 - C. *The City of Carlin is maintaining a Trust Fund also.*
 - D. *A Contract is in place.*
 - E. ***MOTION: Councilperson Jay Duke made a Motion to approve to provide time and access to prepare this letter of default. Councilperson Pam Griswold Seconded the Motion. The Motion was passed unanimously.***

3. **Public Comment may be taken prior to any Discussion Being Taken by the Council:** Review, discussion and possible approval to appoint Mayor Holbrook to the Board of Directors for the Nevada League of Cities and Municipalities as the Carlin Representative and all related matters. **(Possible Action Item)**
 - A. *Mayor Dana Holbrook abstained from this agenda item.*
 - B. ***MOTION: Councilperson Pam Griswold made the Motion to appoint Mayor Holbrook to the Board of Directors for the Nevada League of Cities and Municipalities as the Carlin Representative. Vice Mayor Lincoln Litchfield Seconded the Motion. The Motion was passed with Mayor Dana Holbrook abstaining from the vote.***

4. **Public Comment may be taken prior to any Discussion Being Taken by the Council:** Review, discussion and possible approval to direct staff to seek bids for the tank coating project and possible approval of bid package documents pending review and recommendation revisions by the City Attorney's Office concerning two possible water storage tanks for the City of Carlin and all related matters. **(Possible Action Item)**
 - A. *The approved budget amount for this project is \$190,000.*
 - B. *Staff is looking for approval to put this out for bid. City Manager will provide the council with a link to the draft copy.*
 - C. *This project is for the internal part of the system only.*
 - D. *City Engineer Chris Woster presented the following information:*
 - a. *Bid packet is set up to allow a contractor to cut an access port in the tanks. By not having to pack the equipment through the existing manhole will reduce the cost and make for a quicker process. When finished they will close and weld the access port.*
 - b. *Preparing to start with the million gallon tank and then the 400,000 gallon tank.*
 - c. *Turned in the plans and specs to the City Attorney for review and just waiting.*
 - d. *The technical specs will be our responsibility and the general specs will be the responsibility of the contractor.*
 - E. ***MOTION: Councilperson Jay Duke made the Motion to approve to direct staff to seek bids for the tank coating project and approval of bid package documents pending review and recommendation revisions by the City Attorney's office concerning two possible water storage tanks for the City of Carlin. Councilperson Pam Griswold Seconded the Motion. The Motion passes unanimously.***

5. **Public Comment may be taken prior to any Discussion Being Taken by the Council:** Review, discussion and possible approval of the minutes from 6/22/2016 and all related matters. **(Possible Action Item)**
 - A. ***MOTION:*** *Vice Mayor Lincoln Litchfield made a Motion to approve the minutes from 06/22/2016. Councilperson Pam Griswold seconded the Motion. Motion passed with Councilperson Jay Duke abstained from the vote due to being absent.*

6. **Public Comment may be taken prior to any Discussion Being Taken by the Council:** Review, discussion and possible approval of City expenditures for the period's 8/6/2016 to 8/19/2016 and all related matters. **(Possible Action Item)**
 - A. *Vice Mayor Lincoln Litchfield stated that he is an employee of the One Stop Auto Parts store and does receive a commission off the sales. He will be abstaining from this agenda item.*
 - B. ***Motion:*** *Councilperson Pam Griswold made the Motion to approve the City expenditures for the period 8/6/2016 to 8/19/2016. Councilperson Jay Duke seconded the Motion. Motion passed, with Vice Mayor Lincoln Litchfield abstaining from this agenda item.*

7. City Council Members Report **(Non-Action Item)**
 - A. Councilperson Pam Griswold reported the Equestrian Park is organizing to bring in a few more events. They have also agreed to head up the Annual Chili Cook-Off. They are in the process of putting entry packets together to hand out and looking for goods to be donated for the raffle.
 - B. Vice Mayor Lincoln Litchfield reported that there was a great amount of participants at the Car Show.
 - C. Councilperson Jay Duke reported that the NNRDA is going great thing in our County. Made the statement: "What would it be like for Carlin to have a business come in that would employ 80 plus people and 135 million in capital investment?" This is the possibility that Wells maybe facing. The decision is down to 2 options Wells and a little town in Utah. NNRDA was approved to hire another person out of the GOED department. They have hired Shelton Mudd. He has already traveled to Canada, Australia, and Utah for Mining forums. He has about 30 meeting on the books and is becoming a mining expert. NNRDA started with Elko County covering Wells, Wendover, and Carlin. Added Lander County (Jane Morrison) and now Eureka County, and White Pine County. Funded by GOED dollars they have to prove their progress to improve our economic development. Good possibility that City of Ely, Humboldt County and City of Winnemucca may be joining soon. If that happens may get to hire another person.
 - D. Mayor Dana Holbrook reported that he was happy with the turnout of the car show. Swung up to the rodeo and the wife is a huge fan. Carlin Co-Ed Softball just finished up last week and it was a great season. Will have more time now to get out and about.

8. City Clerk's Report **(Non-Action Item)**
 - A. City Clerk LaDawn Lawson reported that they are training the new hires. Trying to get use to the new software. Working on getting caught back up and back on track.

9. City Manager's Report **(Non-Action Item)**
 - A. City Manager David Jones reported:

- a. The Nevada League of Cities and Municipalities Annual Conference being held in Sparks, Nevada, October 11-14, 2016. Councilperson Pam Griswold and Councilperson Jay Duke would be interested in going. (May have to rearrange the council meeting that week)
 - b. Governor’s Conference on Business will be Friday September 30, 2016 at the Rio Hotel and Casino. (<http://business.nv.gov/GBC/Home>)
 - c. Information on Question 2 Regulate Marijuana.
 - d. Received 2 letters from the Nevada Division of Environmental Protection regarding the spill on 10th and Chestnut has been cleaned up and closed.
 - e. Dolan Consulting Group is offering several trainings in Las Vegas throughout the month of October. (DolanConsultingGroup.com)
10. Carlin Police Department Report (**Non-Action Item**)
A. No Report at this time.
11. Carlin Fire Department Report (**Non-Action Item**)
A. No Report at this time.
12. Comment by the General Public: Pursuant to NRS 241.020(2)(D)(3)(I & II) 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 pursuant to the required procedures at discretion of the City in accordance with applicable law and identified as in action. (**Non-Action Item**)
- A. Elko County Commissioner Cliff Eklund reported that he serves on the Health Board and the Oncology Board. Recently met with a Doctor from New York City that is looking to move to Elko County. The Heath Board is in the progress of writing a letter to the Corporate Head Quarters of the Humboldt General Hospital expressing our concerns about their pricing and their quality of Service. The cost of health care in Elko County and it is driving, as a whole, business out of town. When people leave town they will shop out of town. We made contact with the University of Utah. Have had 3 meeting regarding a possible clinic being brought into Elko County.
 - B. City Engineer Chris Woster addressing the Fred Montes De Oca’s concern about the double yellow line. He will drive down and take a look at it. Can address it with the NDOT. Also working on a presentation for the NDOT sponsored grant to fund Curb, Gutter and Sidewalk for Chestnut Street.
13. Adjournment. (Possible Action Item)
A. ***MOTION: Councilperson Jay Duke made a motion to adjourn. Vice Mayor Lincoln Litchfield Seconded the Motion. The Motion was passed unanimously. Meeting adjourned at 7:46 p.m.***

Approved:

Attest:

Mayor Dana Holbrook

City Clerk LaDawn Lawson

