

**CARLIN CITY COUNCIL
CITY OF CARLIN STATE OF NEVADA
REGULAR MEETING
CARLIN MUNICIPAL COURT ROOM
101 SOUTH 8th STREET
CARLIN NEVADA
September 14, 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 Bob DeMars

Council Members Absent: Councilperson Jay Duke and Councilperson Pam Griswold

Staff: David Jones (City Manager), LaDawn Lawson (City Clerk), Dennis Fobes (Chief of Police), Carlos Esparza (Public Works),

Public: Thomas Burney, Karla Jones, Wes Hendersen, Margaret Johnson, Fred Montes de Oca, Roger Curry, Jon Gift SR.

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. *Thomas Burney:*
 - a. *Request for Agenda Items 4, 5, and 6 to be explained a little more in-depth. Was not aware of them being a budget item. Are they a windfall or a cashing of someone's bond? Would like clarification.*
 - b. *Still pretty disappointed about the response from the City and the Police Department. Would like to compare behavior.*
 - i. *Still kept his commitment to bring Karen Carr a space heater.*
 - ii. *He helped achieved getting money for the police dog vest. He asked that when the vest came in if he would be notified and the Legion so that they could get picture with the dog and the vest. That has been several month and have not heard anything on that item.*
 - iii. *Had made arrangements with Officer Davey to meet at 8 o'clock to have the dog check a couple of the storage units for drugs and the officer did not show up. No call of cancelling was placed.*
 - c. *Reading: The last sentence of the letter from Robert Giocoechea, "I am still waiting for the title report to determine whether the alley is public or private but I believe that the portion of the alley you want closed is a public alley". Letter is dated October 22,*

2015. Thomas stated, "I guess I am not the only one that doesn't get a proper response"

2. **Public Comment may be taken prior to any Discussion Being Taken by the Council:** A presentation by Wes Henderson from the Nevada League of Cities and Municipalities regarding the Leagues Activities and possible Bill Draft Requests (BDRs) and all related matters. **(Possible Action Item)**

A. *Presentation from Wes Henderson:*

- a. *Thank you for your membership in the League.*
- b. *National Conference in Pittsburg is November 16-19th.*
- c. *The Conference in October (a copy of the Tentative Schedule was provided)*
 - i. *Keynote Speaker: Roger Brooks (wrote the book "How to make your town a destination") and Tony Roosie presentation on Cyber Security.*
 - ii. *Topics to be covered: Affordable Housing, Importance of Volunteerism, Local Government Revenue, Social Media, Health Care insurance and Medicaid, Future Transportation, and Local Government Autonomy.*
- d. *Social Events (great for networking)*
 - i. *Golf Tournament*
 - ii. *BBQ*
 - iii. *Turn Everybody Irish for the night*
- e. *3 Caucus formed (Challenges and Success)*
 - i. *Large Cities, Small Cities, and Towns and GID*
- f. *Next year's Legislation Session (Bill Draft Requests)*
 - i. *VACANT PROPERTY: To provide more authority to Cities in dealing with vacant and abandoned properties.*
 - ii. *DELINQUENT UTILITY BILLS: allows a city to place delinquent bills for sewage on the property tax bill for collection. To expand this authority to cover all utilities provided by a city.*
 - iii. *FUEL TAX DISTRIBUTION: To ensure that towns and General Improvement Districts (GID) with the responsibility for the construction and/or maintenance of roads and streets receive funds from the existing taxes on motor fuels.*
 - iv. *AFFORDABLE HOUSING PROGRAMS: Intended to revise provisions governing programs that provide affordable housing. The intent is to create a base allocation of funding authority to ensure that programs that provide housing assistance are sustainable.*
 - g. *NLC Service Line Warranty Program (handout was provided)*
 - h. *Looking to shortening the name to Nevada Municipal League*

B. **MOTION: No Action taken on this item.**

3. **Public Comment may be taken prior to any Discussion Being Taken by the Council:** Review, discussion and possible approval of and or direction to City Staff to cancel, or reschedule the October 12th City Council Meeting and all related matters. **(Possible Action Item)**

A. *Will not have a quorum. Councilpersons and City Staff will be at the conference.*

B. **MOTION: Vice Mayor Lincoln Litchfield made the Motion to approve for staff to cancel the October 12th City Council meeting. Councilperson Bob DeMars Seconded the Motion. The Motion was passed unanimously.**

4. **Public Comment may be taken prior to any Discussion Being Taken by the Council:** Review, discussion and possible approval of and or direction to city Staff to purchase a F350 commend vehicle for the Carlin Volunteer Fire Department and all related matters. **(Possible Action Item)**
 - A. *City Manager David Jones presented that during the budgeting process this year it was approved that the Carlin Volunteer Fire Department had \$40,000 to spend in Capital Improvement. Worked with Fallon Auto Mall to get this vehicle under \$40,000 by cutting some extras out. Now bringing it to the board for final approval.*
 - B. *Roger Curry mentioned that the command vehicle that they will be replacing is a 2002 and has 160,000 miles on it. It was a generosity vehicle of the Police Department. Hoping to have the new one as a double use command vehicle.*
 - C. ***MOTION: Vice Mayor Lincoln Litchfield made the Motion to approve City staff to purchase a F350 Commend vehicle for the Carlin Volunteer Fire Department. Councilperson Bob DeMars Seconded the Motion. The Motion was passed unanimously.***

5. **Public Comment may be taken prior to any Discussion Being Taken by the Council:** Review, discussion and possible approval of and or direction to City Staff to purchase two (2) F150 Police vehicles for the Carlin Police Department and all related matters. **(Possible Action Item)**
 - A. *City Manager David Jones presented the purchasing of 4 new vehicles with a loan. That loan would cost an access of \$10,000 just in attorney fees. With looking at the budget and talking to Chief Fobes we could buy two (2) vehicles out right this year.*
 - B. *Mayor Dana Holbrook stated that the old vehicles from the Police Department will be handed down to Public Works.*
 - C. *Public Works Carlos Esparza reported there is three (3) vehicles down right now, two (2) with transmission problems and the other with a blown head gasket.*
 - D. ***MOTION: Councilperson Bob DeMars made a Motion to approve the City staff to purchase two (2) F150 Police vehicles for the Carlin Police Department. Vice Mayor Lincoln Litchfield seconded the Motion. Motion was passed unanimously.***

6. **Public Comment may be taken prior to any Discussion Being Taken by the Council:** Review, discussion and possible approval of and or direction to City Staff to seek bids for a street sweeper for the Public Works Department and all related matters. **(Possible Action Item)**
 - A. *City Manager David Jones presented that the current street sweeper transmission is going. The box on the back looks like swiss cheese. The fan is in the state of disrepair. It is throwing out more dirt than it is sucking in. It is currently parked. Pictures were provided during the budget meeting. This will come before the council again with bids.*
 - B. ***Motion: Councilperson Bob Demars made a Motion to approve staff to seek bids for a street sweeper for the Public Works Department. Vice Mayor Lincoln Litchfield seconded the Motion. Motion was passed unanimously.***

7. **Public Comment may be taken prior to any Discussion Being Taken by the Council:** Review, discussion and possible direction to City Staff regarding the progress on the demolition and redevelopment of the State Inn Hotel commonly known and referred to as the Stateline Café located at 617 Main Street and conversation into a community garden and all related matters. **(Possible Action Item)**

- A. *David Jones presented that this has been in the process for a few years now and the holdup has been with SHPO (State Historic Preservation Office). There are funds committed to this project. The Building is in the state of disrepair and is dangerous to even enter. The transformers that are in there will go to a Certified Hazardous Waste facility in Southern Nevada. Just waiting on SHPO to sign off in order to move forward with the demolition process.*
 - B. ***MOTION:*** *Vice Mayor Lincoln Litchfield made a Motion to direct Staff to continue with the progress and direction to demolish the State Inn Hotel commonly known as the Stateline Café located at 617 Main Street. Councilperson Bob DeMars seconded the Motion. Motion was passed unanimously.*
8. **Public Comment will be taken prior to any Action Being Taken by the Council:** Review, discussion and possible approval of the minutes from 7/13/2016 and all related matters. **(Possible Action Item)**
- A. *Correction: Agenda Item #3 (E) needs to read, “Mayor Dana Holbrook abstained from the vote.”*
 - B. ***MOTION:*** *Vice Mayor Lincoln Litchfield made a Motion to approve the minutes for 7/13/2016 with change. Councilperson Bob DeMars seconded the Motion. Motion was passed unanimously.*
9. **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 8/20/2016 to 9/9/2016 and all related matters. **(Possible Action Item)**
- A. *Vice Mayor Lincoln Litchfield disclosed that he is an employee of the Auto Parts (NAPA) and does receive a commission on all sales. He will be abstaining on the section. Suggestion to pull the Auto Parts payables out of this section at this time so that the rest of the bills can be approved at this time.*
 - B. ***MOTION:*** *Vice Mayor Lincoln Litchfield made a Motion to approve the City expenditures for the period’s 8/20/2016 to 9/9/2016 excluding the payments to One Stop Auto Parts. Councilperson Bob DeMars seconded the Motion. Motion was passed unanimously with One Stop Auto Parts to come back next meeting.*
10. Council Members Report **(Non-Action Item)**
- A. *Vice Mayor Lincoln Litchfield reported on the Planning Commission meeting. Working on the Title 3 looking into Intermediate Residential section and seeing what can actually go in there. Great meeting and we are continuing on.*
 - B. *Councilperson Bob DeMars asking about Bush Street.*
 - C. *Public Works Director Carlos Esparza reported that was supposed to paved Tuesday and got rained out. Asphalt plant has been making a mix for the State that we cannot use. Shooting for Friday to pave. Have been using the prisoners to help on the road.*
 - D. *Mayor Dana Holbrook reported that the chili cook off is moving along good. They have 6 teams right now and they are trying to address some concerns from the past. They would like to get the chili cook-off sanctioned. It takes 5 years. Working on making it bigger and better. The Carnival is parked down there and getting ready. Heard some good comments about the*

progress of the Public Works Department. Concern with the water running through the pipe over there by the baseball fields. Having problems with the sprinklers.

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

A. *City Clerk LaDawn Lawson reported that Melinda is going a great job. Getting ready for the Chili Cook-off and gearing up for the Spook Walk. The Equestrian Park is scheduling a Barrel Race for October 15, 2016. Working on getting ready for the Auditors, they will be here the 3rd week in October.*

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

A. *(This Agenda Item was taken out of order and followed Agenda Item #14) City Manager David Jones reported that the League meeting is coming up. In the process of preparing for the Audit coming up. Caselle is all updated and still working out the bugs. Have to put in all of our asset management data back in because it was so far dated. Could not be a simple upgrade. USDA will be in next week to do a compliance audit. We have 2 loans with them one is with the Senior Center and the other is the water line going to the former UNR Fire Science Academy. Sewer Lift Station application is a tentative one, the interest rates have dropped again and now 2.75% and they think in October that they may go down again.*

13. Carlin Police Department Report (**Non-Action Item**)

A. *No Report at this time.*

14. Carlin Fire Department Report (**Non-Action Item**)

A. *No Report at this time.*

15. 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. *Mayor Dana Holbrook would like to report that his email mayor@cityofcarlin.com is up and running now. Concerning the minutes we had talked about trying the minutes this way and we can always change them back later if we decide that we want them more detailed.*

16. Adjournment. (Possible Action Item)

A. ***MOTION: Vice Mayor Lincoln Litchfield made a motion to adjourn. Councilperson Bob DeMars seconded the Motion. The Motion was passed unanimously. Meeting adjourned at 8:04 p.m.***

Approved:

Attest:

Mayor Dana Holbrook

City Clerk LaDawn Lawson