

**CARLIN CITY COUNCIL
CITY OF CARLIN STATE OF NEVADA
REGULAR MEETING
CARLIN MUNICIPAL COURT ROOM
101 SOUTH 8th STREET
CARLIN NEVADA
September 28, 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: LaDawn Lawson (City Clerk)

Public: Anna Dean

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. *No Comments at this time.*
2. **Public Comment may be taken prior to any Discussion Being Taken by the Council:** A presentation by Reach Air and review, discussion and possible approval of a municipal membership plan for the City of Carlin, including fees therefor and all related matters. **(Possible Action Item)**
 - A. *Has been moved to the end of the Agenda. Currently no one to present 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 November 23rd City Council Meeting and all related matters. **(Possible Action Item)**
 - A. *This Regular scheduled meeting is during the week of the Thanksgiving holiday.*
 - B. ***MOTION: Vice Mayor Lincoln Litchfield made the Motion to direct staff to cancel the November 23rd City Council meeting. Councilperson Jay Duke 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 to authorize Ella Trujillo to sign grant applications and grant fund requests on behalf of the City of Carlin Senior Center and all related matters. **(Possible Action Item)**
 - A. *City Clerk LaDawn Lawson represented that the Department of Aging is requesting an authorized letter stating who can sign on the grants. Need to send a new letter updating the approval to the new Director of the Senior Center.*
 - B. ***MOTION:*** *(I will make a motion to approve authorizing Ella Trujillo to sign grant applications and grant fund requests on behalf of the City of Carlin Senior Center.) Councilperson Jay Duke moved to approve. Councilperson Pam Griswold 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 to accept a letter of resignation from Mike Tangreen from the City of Carlin Planning Commission and all related matters. **(Possible Action Item)**
 - A. *Vice Mayor Lincoln Litchfield presented that Mike Tangreen has been a member of the Carlin Planning Commission for a while and has contributed some unique comments but because of his work schedule he has sent a letter of resignation. The City of Carlin Planning Commission has already accepted his letter of resignation.*
 - B. ***MOTION:*** *Councilperson Pam Griswold made a Motion to approve the letter of resignation from Mike Tangreen from the City of Carlin Planning Commission. Vice Mayor Lincoln Litchfield seconded the Motion. Motion was passed unanimously.*

6. **Public Comment may be taken prior to any Action Being Taken by the Council:** Review, discussion and possible approval of the minutes from 7/27/2016 and all related matters. **(Possible Action Item)**
 - A. *Councilperson Pam Griswold was absent for the meeting of 7/27/2016.*
 - B. ***Motion:*** *Vice Mayor Lincoln Litchfield made a Motion to approve the minutes from 7/27/2016. Councilperson Jay Duke seconded the Motion. Motion was passed with Councilperson Pam Griswold abstaining from the vote.*

7. **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 9/23/2016 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.*
 - B. ***MOTION:*** *(I will make a Motion to approve the City expenditures for the period's 8/20/2016 to 9/23/2016) Councilperson Jay Duke moved to approve. Councilperson Pam Griswold seconded the Motion. Motion was passed unanimously.*

8. **City Council Members Report (Non-Action Item)**
 - A. *Councilperson Pam Griswold reported on the Carlin Senior Center. They are excited to get the assistant cook position filled. Ella Trujillo and Lila Sexton have been covering the position on top of their own positions and they are ready to get back to what they have to do. We have been working on the turkey Shoot. It is a fundraiser for the Senior Center and will be held the*

first part of November. The Fire Department is getting ready to move their CD money into a money market account. They are looking to use that money for the framing of the New Fire Department. They found the building plans. They are going to team up with some 503c nonprofit organizations to do some fundraisers to try and get the building going. The Cadet Fire Department has been accepted into the Explore aspect of the Boys scout, their insurance is covered under The Boys Scout of America now. The cemetery is looking good.

- B. Vice Mayor Lincoln Litchfield has nothing to report at this time.
- C. Councilperson Jay Duke reported that Carlos Esparza is trying to get the paving projects finished up. With this weather it has put them a little behind. Equipment is looking good for winter; Mike Skinner is doing a great job down there. Joe Lindsey has been a huge asset. NRDA is going to put on another staff, an assistant to Pam Borda as Eureka and White Pine Counties enter under the umbrella of GOED.
- D. Mayor Dana Holbrook reported that he has talked to David Jones and Carlos Esparza about next year making the transfer station more accessible for our community.
- E. Conversation was held on the transfer dump station. Different ideas on making it more accessible, TIC has offered their assistance if we need it and gathering information for next year budget.

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

- A. *City Clerk LaDawn Lawson reported everything is going good. They are happy with Melinda Harris. Also she will be leaving tomorrow on vacation and will return the 10th of October. Will be back in time to go to Reno for the League of Cities Conference. Working on the stuff for the Auditors.*

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

- A. *City Manager is currently on vacation. No report at this time.*

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

- A. *No Report at this time.*

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

- A. *No Report at this time.*

**Returned to Agenda Item #2.*

- A. *MOTION: Councilperson Pam Griswold would like to move to table this topic until next meeting to give them a chance to represent to us what they are offering. Vice Mayor Lincoln Litchfield seconded the Motion. Motion passed unanimously.*

13. 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. *No public comments at this time.*

14. Adjournment. (Possible Action Item)

- A. ***MOTION: Vice Mayor Lincoln Litchfield made a motion to adjourn. Councilperson Pam Griswold seconded the Motion. The Motion was passed unanimously. Meeting adjourned at 7:18 p.m.***

Approved:

Attest:

Mayor Dana Holbrook

City Clerk LaDawn Lawson