

**CARLIN CITY COUNCIL
CITY OF CARLIN, STATE OF NEVADA
REGULAR MEETING
CARLIN MUNICIPAL COURT ROOM
101 SOUTH EIGHTH STREET
CARLIN, NEVADA**

**July 26, 2017
7:00 P.M.**

Call to Order and Roll Call

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

Council Members Present:

Mayor Dana Holbrook
Councilperson Sabra Esparza
Councilperson Pam Griswold
Councilperson Margaret Johnston

Council Members Absent:

Vice Mayor Lincoln Litchfield

Staff:

David Jones, City Manager
Lauren Landa, City Attorney
LaDawn Lawson, City Clerk
Floyd Davey, Carlin Police Department
Linda Bingaman, Assistant Fire Chief
Roger L. Curry, Assistant Fire Chief
Lila Sexton, Code Enforcement and Animal Control Officer
Lauren Landa, City Attorney

Public:

Donnetta Skinner, Planning Commission
Michael Abrams, Carlin Volunteer Fire Department
LeeAnna Johnny, Carlin Volunteer Fire Department
Amanda Curry, Carlin Volunteer Fire Department

Pledge of Allegiance

- 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 possible 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 the discretion of the City in accordance with applicable law and identified as an action item. (Non-Action Item).**

There was no public comment.

2. City Council Members Reports (Non-Action Item):

- a. Councilperson Pam Griswold wanted to let everyone know that the Senior Center would be celebrating their 40th Anniversary on August 15th and that you must RSVP by August 1st for the event. Griswold stated the Fourth of July Parade was wonderful with 34 parade entries. Griswold stated Parks and Recreation made over \$1,600 at the Old Fashioned Fourth of July. Griswold stated she had someone tell her that they were very glad they had moved to Carlin instead of Elko.

3. Staff Reports (Non-Action Item):

- a. City Manager David Jones reported he attended the Nevada Division of Water Resources meeting and stated that Pershing County has filed a writ with the Court to have the State water engineer do their job as outlined by the NRS. Jones stated the water right on the Humboldt had been moved from near Battle Mountain to Rye Patch and fees will start being charged for people who have deep wells. Councilperson Pam Griswold asked Jones if this would impact Carlin. Jones stated it would. Griswold asked if Carlin may potentially be involved in a lawsuit. Jones stated he did not foresee involvement in a lawsuit. Further discussion was held regarding possible impact of water rights.

4. Department Reports (Non-Action Item):

None

5. Board Reports (Non-Action Item):

None

6. Public Comment may be taken prior to any Discussion Being Taken by the Council: Review, discussion, and possible approval to change the job description for the Fire Department Operations Coordinator, by possibly changing the person that employee reports to and all related matters. (Possible Action Item).

- a. Mayor Dana Holbrook stated he would like the new fire department employee to report to Dennis Fobes so they have a fulltime City supervisor.
- b. Fire Chief Linda Bingaman stated she felt it would involve Dennis with the medical aspect of the job and the HIPPA requirements.
- c. Councilperson Sabra Esparza stated she agreed with Linda and does not feel the Police Department is the appropriate place.
- d. Mayor Dana Holbrook stated he feels both departments are there for public safety and should work more closely together. Fire Chief Linda Bingaman stated she has no problem working with the Police Department but is concerned about the security of medical records.
- e. Councilperson Sabra Esparza stated Dennis Fobes is not present to give

his opinion. Mayor Dana Holbrook stated he spoke to Dennis and he is conducive to the change.

- f. Councilperson Margaret Johnston stated she has a problem with combining the Departments and feels the Fire Chiefs are completely capable of managing the employee. Mayor Dana Holbrook stated he was not saying Linda wasn't capable of managing the employee but feels she has enough on her plate as it is with her own job. Councilperson Margaret Johnston stated Linda Bingaman was chosen as Chief.
- g. Councilperson Sabra Esparza stated she felt the employee should report to David Jones as City Manager.
- h. Mayor Dana Holbrook explained he was not trying to make things more difficult but easier. Mayor Holbrook stated all must acknowledge that the Fire Department is having problems and he feels a change needs to be made.
- i. Fire Chief Linda Bingaman stated they had requested an employee to help with daytime calls because they do not have enough volunteers. Bingaman stated that currently they have only 5 volunteers that can do the work as an EMT.
- j. Councilperson Pam Griswold asked what the pay grade was for the new position. David Jones stated it was \$14.02 per hour, 28% PERS, 15.64% for Worker's Compensation, and medical insurance. Griswold further asked if moving it from the fire chief to the police department would be a problem with HIPPA. Jones stated he felt there was no difference. LaDawn Lawson stated if this was a Police/Fire position then the PERS would be 42%. Councilperson Margaret Johnston asked where the job description came from. Fire Chief Linda Bingaman stated the job description was made by former City Manager, Glenn Trust. Johnston asked what kind of employee the Fire Department needs. Lauren Landa, City Attorney, stated they should not go further because it was off Agenda.
- k. Councilperson Pam Griswold asked if Bingaman foresaw a problem having the employee report to someone other than her and Fire Chief Roger Curry. Bingaman again stated she understood the proposal but is concerned for the HIPPA requirements.
- l. Councilperson Margaret Johnston stated the Chief should be in control over the fire aspect but that the administration side should be done by an administration supervisor and not the Police Department. Mayor Dana Holbrook stated he was not adamant it be the Police Department but would like to see some integration between the two departments. Holbrook stated the police could help with the daytime problems. Linda Bingaman stated it had been discussed previously to try to have other City employees train as EMTs. Mayor Holbrook stated he thought the Police Officers were the most obvious choice.
- m. Police Officer Floyd Davey stated he cannot be in the Ambulance because it is an Officer Safety Violation. Davey stated their Chief has directed them to only respond to an ambulance call if it is a certain level. Davey

outlined some of the conflicts that can arise if a Police Officer is also acting as an EMT.

- n. Fire Chief Linda Bingaman stated there is a driver only program they can utilize because they are so short staffed but they still must have an EMT to go with the driver. Bingaman outlined the requirements to become a driver only. Bingaman further stated sometimes it can take a long time to get the driver approved.
- o. Lauren Landa, City Attorney, stated some research would be required for possibly restructuring the Code to coincide for the change of supervision.
- p. Councilperson Pam Griswold stated she would like to table this in order to find out if HIPPA would be a problem. Mayor Dana Holbrook agreed.

Councilperson Pam Griswold made a motion to table the change of job description for the Fire Department Operations Coordinator and who they report to and all related matters. Councilperson Pam Griswold seconded the motion. The motion passed.

7. Public Comment may be taken prior to any Discussion Being Taken by the Council: Review, discussion, and possible approval of Resolution 2017-04, a Resolution to transfer the City of Carlin's portion of the 2017 Private Activity Bond Cap (PABC) in the amount of \$138,733.73 to Nevada Rural Housing Authority for Single Family Programs and all related items. (Possible Action Item)

- a. Mayor Dana Holbrook stated the item was discussed at the previous Council meeting but was tabled because of a typographical error.
- b. Councilperson Pam Griswold asked City Manager David Jones how many years the City has been transferring their PABC to Nevada Rural Housing Authority. Jones stated they had been doing it for approximately 11 years.
- c. Mayor Dana Holbrook stated he thought in the future they could better utilize the money but at this particular time it is better it does not go back to the State.

Councilperson Pam Griswold made a motion to approve Resolution 2017-04, a Resolution to transfer the City of Carlin's portion of the 2017 Private Activity Bond Cap (PABC) in the amount of \$138,733.73 to Nevada Rural Housing Authority for Single Family Programs and all related items. Councilperson Sabra Esparza seconded the motion. The motion passed.

8. Public Comment may be taken prior to any Discussion Being Taken by the Council: Review, discussion, and possible approval to direct staff to appoint a Tourism Committee consisting of 6 to 10 people and determine the duties and purpose thereof, and to present the proposed Tourism Committee and establish duties and purpose to the City Council for appointment and approval at a later date and all related items.

- a. Councilperson Sabra Esparza stated she and Councilperson Margaret Johnston attended the rural round-up and there was a lot of discussion

about tourism and how to bring people into a community. Esparza stated in 2011 the City approved going ahead with a Museum project and the 150th Anniversary was coming up so she felt a Committee to work on both projects may be a good idea. Esparza stated several people were interested, both young and old.

- b. Mayor Dana Holbrook stated if they appoint a Committee it would be controlled by the open meeting law and if Councilpersons were on the Board then it would be a difficult prospect. Mayor Dana Holbrook stated he could direct the City Clerk to put out a list for a Mayor's Committee. Mayor Holbrook stated he thought they could do a temporary museum exhibit for the Anniversary.
- c. Councilperson Sabra Esparza stated she is fine if a Committee isn't formed but no one seems to know where to really begin. David Jones stated a City employee came in and suggested forming a private non-profit instead of having it done with a committee.
- d. City Attorney Lauren Landa stated she was not sure if Councilpersons could join the organization.
- e. Councilperson Pam Griswold suggested coming up with the pros and cons of the two choices – either a Mayor's Committee or a private non-profit.
- f. Councilperson Sabra Esparza asked how the City could help a private non-profit. David Jones said the non-profit could merely come to the Council and ask for whatever they need just like the Carlin Friend's of the Library. Esparza stated she didn't think it was a bad idea.

Councilperson Sabra Esparza made a motion to direct the Staff to do research on the non-profit organization and open meeting laws as relating to the formation of a Tourism Committee and report back to the Council and possible approval at a later date. Councilperson Pam Griswold seconded the motion. The motion passed.

9. Public Comment may be taken prior to any Discussion Being Taken by the Council: Review, discussion, and direction to the Fire Chief regarding the Carlin Volunteer Fire Department, to notify the City Manager on a daily basis the ambulance schedule, availability of volunteers weekly and daily and the notifications of availability of the ambulance to dispatch on a daily basis and all related items. (Possible Action Item).

- a. Councilperson Sabra Esparza stated she knows that all who help are volunteers and that numbers are down. Esparza stated she has had several citizens come to her with complaints about waiting for an ambulance from Elko. Esparza stated she obtained some dispatch logs and looked through them. Esparza stated she is concerned because of the delay that results from toning Carlin first and then toning Elko. Esparza stated time is being wasted toning Carlin because they do not have anyone who can respond during the day. Esparza stated they have to tell Dispatch that they have no one so they are not wasting that ½ hour.
- b. Fire Chief Linda Bingaman stated Roger Curry does notify dispatch when

he knows they have no one. Bingaman stated one of the volunteers is sometimes here and is sometimes not. Bingaman stated she and David had asked Elko Ambulance to start coming on most routine daytime calls. Bingaman stated sometimes it is going to happen anyway because the Elko ambulance is very busy and is also short staffed.

- c. Councilperson Sabra Esparza stated she thinks it is important to have a sheet that shows who is available. Amanda Curry stated her job means she might think she is here but can be called away and such a sheet will never be up to date. Curry stated she cannot tell the City when she will be here. Curry stated she cannot report to them every single minute because she is a volunteer. Curry stated Elko dispatch has a procedure and they have to tone Carlin.
- d. Councilperson Margaret Johnston stated she thinks they need to create more public awareness about what is an emergency and when an ambulance should be called. Johnston stated when an ambulance is called for a minor thing it puts those who may have a life threatening injury in jeopardy.
- e. Police Officer Floyd Davey stated he would never speak poorly about Elko Dispatch because they are understaffed and have a tremendous call volume. Davey stated the particular call they were all concerned about went directly to Elko via his personal call because he knew there was no Carlin ambulance available. Davey stated it was labeled as a sick person and was dropped to the bottom of the queue which is why it took so long. Davey stated they had previously visited the home and pleaded with the patient to go to the hospital but they refused. Davey stated they need to work with Dispatch and that people call for everything. Councilperson Sabra Esparza asked if such a label could be changed by someone on the scene. Floyd Davey stated Dispatch cannot deviate from their questions because they are not medical personnel. Davey stated if he is on duty he would triage a patient and tell Dispatch to step up the categorization.
- f. Donnetta Skinner stated she feels a full-time person needs to be at the Fire Department and a part-time person will not work.
- g. Mayor Dana Holbrook stated it would be great to have someone fulltime but they cannot do that.
- h. Fire Chief Roger Curry stated a schedule will always change and not be accurate. Roger Curry stated it would be impossible. Mayor Dana Holbrook asked if there used to be a schedule. Linda Bingaman and Roger Curry stated they used to have a night schedule. Roger Curry stated the Council is asking their volunteers to make a commitment.
- i. Mayor Dana Holbrook stated he thinks the problem has been addressed by having Elko called. Holbrook further stated he wants to thank the volunteers for all they do.
- j. Councilperson Pam Griswold asked how long it takes an EMT to be trained. Fire Chief Linda Bingaman stated it requires 160 to 200 hours of class time. Bingaman stated for a fire fighter it is 40 to 200 hours. Bingaman stated the State of Nevada then issues the license and they can

drag their feet. Bingaman stated she knows some of the volunteers are defensive but this is because they are overloaded. Bingaman provided the Council with some articles about how volunteerism is down across the country.

- k. Mike Abrams stated he had just finished doing a firefighter course with 6 people and it took over 300 hours of training and it took them over a year.
- l. Councilperson Margaret Johnston asked if the mines give the employees any kind of incentive to become an EMT. Abrams stated they pay him overtime for the training but that is all. Mike Abrams stated the mine will not let him go to calls off the mine site.
- m. Mayor Dana Holbrook stated it has been addressed because Dispatch is supposed to immediately tone Elko on all calls.

No Action Taken.

10. Public Comment may be taken prior to any Discussion Being Taken by the Council: Review, discussion, and possible approval of the minutes from 5/24/2017 and all related matters. (Possible Action Item).

- a. Councilperson Pam Griswold asked that the minutes include the exact figures for Department reports, such as the Police Department.

Councilperson Pam Griswold made a motion to approve the minutes from 5/24/2017 and all related matters. Councilperson Sabra Esparza seconded the motion. The motion passed.

11. 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 of 7/8/2017 to 7/21/2017 and all related matters. (Possible Action Item).

- a. Councilperson Sabra Esparza stated there are no Fastenal expenses.

Councilperson Pam Griswold made a motion to approve the City expenditures for the period 7/8/2017 to 7/21/2017 and all related matters. Councilperson Sabra Esparza seconded the motion. The motion passed.

12. Public Comment may be taken prior to any Discussion Being Taken by the Council: 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 possible 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 the discretion of the City in accordance with applicable law and identified as an action item. (Non - Action Item)

- a. Donnetta Skinner stated she would like to thank the City of Carlin for all their assistance since her house burned and if she could do anything to help the Fire Department and Ambulance Service she would do it and she

greatly appreciates them. Skinner stated the City should do whatever they can to help the Fire Department.

13. Adjournment. (Possible Action Item)

Councilperson Margaret Johnston moved to adjourn. Councilperson Sabra Esparza seconded the motion. The motion passed. The meeting was adjourned at 8:32 p.m.

Approved:

Attest:

Mayor Dana Holbrook

City Clerk LaDawn Lawson

DRAFT