

CARLIN CITY COUNCIL
CITY OF CARLIN, STATE OF NEVADA
BUDGET WORKSHOP
CARLIN CITY HALL
101 SOUTH EIGHTH STREET
CARLIN, NEVADA
March 21, 2012, 7:00 p.m.

Call to Order and Roll Call:

Mayor Cliff Eklund called the meeting of the City Council to order at 7:00 p.m.

1. Council Members Present: Mayor Cliff Eklund
Councilperson Steve Feasel
Councilperson Lee Griswold
Councilperson Lincoln Litchfield
Absent: Vice Mayor Donnetta Skinner
2. Administrative Staff: City Manager Glenn Trust, City Clerk LaDawn Lawson, Police Chief William Bauer
3. Public Present: Karla Jones, Teri Feasel

Pledge of Allegiance

I. Discussion and review of the proposed Expense and Revenue budgets for Fiscal Year 2012-2013 and City Council discussion and direction regarding budget preparation (Non-Action Item)

1. City Manager Glenn Trust reported last week they reviewed the General Fund and tonight's presentation involves the grant funds through the Senior Center. Reviewing the current year General Fund expenses and revenues, he noted that the expenses are slightly over estimated and the revenues are under estimated for the following year in order to ensure conservative budgeting. He stated the revenues year to date are ahead of what was projected. He stated the projected total expenses are \$2,108,575 in the General Fund and the prediction of total revenue at \$2,004,800 at a net revenue deficit of \$103,775. He noted they are putting \$100,000 into the Library and there is \$50,000 from the Friends of the Library and \$50,000 from the City, as well as \$25,000 donation from Barrick and Newmont each. He stated the project would begin in late April or May. He stated the beginning balance is \$2,441,907 and this year's ending balance shows \$2,338,132. He explained they have a request, which they agree with, to add a position to City Staff of an Animal Control/Code Enforcement Officer, a full time position responsible for animal control and all public nuisance issues.
2. Mayor Cliff Eklund stated his concern is that they split this position before and it did not work. He noted there is a lot of nuisance abatement work to do and there was too much paperwork to do when the position is split. He noted it makes it difficult to do an adequate job of animal control.
3. Chief Bill Bauer stated that so many of the people who are committing animal violations also have public nuisance violations and therefore they are dealing with somewhat the same people. He stated both of the positions are street/field positions. He stated they have some ideas dealing with notification that might be more efficient, by using door hangers on the front door with a specific date to respond or a citation may follow. He stated the hours are a problem because the secretary needs to be in the office at 9:30 a.m. and spend a good part of the day on reports and it is difficult to flex her hours. He stated if they can flex the hours for an Animal Control/Code Enforcement officer in that they could start at 4:00 a.m. and work could continue through 10:00 p.m. and there will be a marked benefit in that combination.
4. City Manager Glenn Trust stated this would be all fieldwork.
5. Mayor Cliff Eklund stated he would be concerned about having this position under Public Works.
6. Chief Bauer stated this would give the power of citations to the department.

7. Mayor Cliff Eklund stated his preference would be the Police Department.
8. Councilperson Lincoln Litchfield stated he could see dog control being under the Police Department and weeds, etc. under the Public Works.
9. City Manager Glenn Trust stated this is really a citation-issuing position and he suggested the appropriate placement is under the Police Department. He stated there are training issues that have to be considered.
10. Councilperson Steve Feasel inquired if the person could address the issue of noncompliance in curb and gutter.
11. Chief Bauer stated he believes the ordinance would support that if the Council includes this in the duties. He noted most of that comes from Bob Bratcher.
12. Councilperson Steve Feasel stated the position is a good idea.
13. Mayor Cliff Eklund stated there is a tremendous issue with mosquito abatement due to people leaving "dead garbage around where water collects".
14. Councilperson Steve Feasel inquired if there are any other positions that should be established this year.
15. Mayor Cliff Eklund stated due to the discontent from the citizens about the dog issues over the years, he suggested they create this position. He stated there are many complaints about dogs and wild cats.
16. Councilperson Lincoln Litchfield inquired if the Chief had any one in mind for the position.
17. Chief Bauer responded negatively.
18. City Manager Glenn Trust reported they are proposing \$15.00 an hour as a starting salary. He reported that the departments discussed other positions within the City, but the City can afford to do only one at this time. He stated they have conducted a compensation survey of various positions in the City comparing to other entities and they found the disparity is greater than theirs is and should possibly be brought more in line. He stated the goal was to get positions within at least 10% below the average. He discussed some of the positions, such as equipment operator is \$20.34, average total pay factoring in the benefits, and the starting wage is almost 15% below the average. He noted they tried to determine what would be fair to the employees and that would be within 10% of the average. He noted they are paid approximately \$2.62 per hour after factoring in the benefits. He stated the other department, Administration, is also underpaid, but only 6%. He noted the Police Department was over the 10% threshold, which is approximately \$3.84 less per hour, which is an 18% difference. He noted again they would like to increase that to within 10% so they can keep their quality employees and attract others if necessary. He explained how this would impact the budget.
19. Mayor Cliff Eklund confirmed they would not see the total raise on the paycheck, as some would increase benefits.
20. City Manager Glenn Trust stated the total impact for the City \$15,745 for Public Works, for the Police Department impact would be \$23,899.
21. Mayor Cliff Eklund inquired if he included the fact that Chief Bauer does not have a benefit package.
22. City Manager Glenn Trust stated he did not include that, which would be a larger disparity. He stated that would not be a budget impact.
23. Mayor Cliff Eklund inquired if he had factored his benefits in.
24. City Manager Glenn Trust stated he did not. He stated they would have to bring the benefits into line to attract a new Police Chief when that occurs. He noted the adjustment would impact the overall budget approximately \$50,000, which he feels the City could do. He stated they have consistently have underestimated the Consolidated Tax to provide for something like this. He stated that Karla Jones should be classified as EMT Firefighter. He suggested they change the Consolidated Tax, but keep it under projected as they have been, but adding \$89,000, which would keep it under the projections as well. He inquired if they want to proceed in this endeavor.
25. Councilperson Lincoln Litchfield agreed, noting that anytime they should provide for the officers and public works people.
26. Discussion was held on Carlin being a police training ground for officers.

27. Chief Bauer explained that the officers are required to have the same qualifications and there will always be officers that move to different communities. He stated it would be more attractive for recruitment.
28. Discussion was held on the police having a 2-year contract.
29. Mayor Cliff Eklund explained he discussed a pay raise for City Manager Glenn Trust based on percentage, a 3.5% increase for the budget year.
30. City Manager Glenn Trust stated they need the direction of what they want to make the increases for Public Works, Police Department and Fire Department.
31. Mayor Cliff Eklund inquired about City Manager Glenn Trust having a pay raise.
32. Councilperson Lincoln Litchfield stated he thinks he deserves it.
33. City Manager Glenn Trust stated he would like to hold another budget workshop next week prior to the City Council meeting.
34. Mayor Cliff Eklund suggested they split the budget hearing and Council meeting.
35. Discussion was held on the date and time.
36. City Manager Glenn Trust explained the last budget session would be on the Utility Fund.
37. Councilperson Steve Feasel stated he would be able to attend next week.
38. City Manager Glenn Trust explained there is a light agenda for the Council meeting. He noted the tentative budget has to be to the State by April 15. He explained the Special Revenue Funds, such as the Grants, which there are none being proposed in the 2012-2013 year. He explained the Park & Rec Operating Fund and the capital outlay projects. He explained the revenue for the Equestrian Park and since they can only use the Park & Rec Room Tax for the park areas, the transfer of \$35,000 is noted.
39. Councilperson Steve Feasel inquired about the lighting.
40. Mayor Cliff Eklund stated they are waiting for Wells Rural Electric to move the poles and that cost is being donated by the company. He stated the \$25,000 that was budgeted for the lighting may not cost as much and they might be able to use the money for other things.
41. City Manager Glenn Trust stated what is being presented is what will be on the budget. He noted the Park & Rec Fund is funded completely by room tax, 9% collected is for park improvement, 1% goes to the State and County and 2% collection used for civic improvements. He stated they are projecting \$75,000 for the 9% collection. He stated with the rooms being full, the room tax will be above the projection.
42. Discussion was held on the Chinese Garden and fish habitat.
43. Councilperson Steve Feasel stated he would be willing to spearhead the project.
44. City Manager Glenn Trust reported the Capital Projects fund includes money that they have transferred each year from the General Fund for department projects and it has allowed them do projects without going into debt. He stated the Fire Department has left their money in with the intention of being able to erect a new building. He explained the projects for the Police Department, Fire Department, and Streets capital projects. Discussion was held on back-up generators and that this might be considered for the City Hall in the future. Discussion was also held on disasters.
45. Mayor Cliff Eklund inquired if an emergency contingency plan has ever been developed for the City.
46. City Clerk LaDawn Lawson replied negatively.
47. City Manager Glenn Trust reviewed the Police Forfeiture, Ambulance, Administrative Assessments, and Court Funds, which were discussed at the last budget hearing.
48. Teri Feasel noted \$5,000 is slated for a recording system, because the Supreme Court is requiring digital and storage for eight (8) years, as well as another microphone.
49. Discussion was held on video conferencing.
50. Mayor Cliff Eklund discussed the fact that there are complaints that the people in the audience cannot hear.
51. Teri Feasel stated that a speaker system could be incorporated.
52. Karla Jones commented on a speaker system they have at the Fire Department they could use.
53. City Manager Glenn Trust explained the Cemetery and Senior Center Funds.
54. Mayor Cliff Eklund inquired how the Senior Center has been doing for the past few years.

55. City Manager Glenn Trust stated they always have to transfer money into the fund and it has been staying in balance. He stated they are reliant on the City Council for the transfers and many of their utilities, as well as being heavily reliant on the grant monies. He also explained the total revenues and expenses, noting there is a projection of \$3,004,925 as an ending balance.
56. Discussion was held on the next budget hearing.

II. 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. Teri Feasel complimented City Manager Glenn Trust

III. Adjournment. (Action Item)
Councilperson Lincoln Litchfield moved for adjournment with Councilperson Lee Griswold seconding the motion. The meeting was adjourned at 8:57 p.m.

APPROVED:

CLIFF EKLUND, VICE MAYOR

ATTEST:

LADAWN LAWSON, CITY CLERK