

## PUBLIC MEETING NOTICE


The Carlin City Council, City of Carlin, State of Nevada, will conduct a **Regular** meeting on **May 22, 2019**, at the Carlin Municipal Court Meeting Room, 101 South Eighth Street, Carlin, Nevada, 89822, and beginning at **7:00 pm**.

Attached, with this Notice, is the Agenda for the City Council Meeting. We are pleased to make reasonable accommodations for members of the public who are disabled and wish to attend the meeting. If special arrangements are necessary, please notify LaDawn Lawson, City Clerk, in writing at PO Box 787, Carlin, Nevada 89822 or by telephoning 775-754-6354.

In accordance with Federal law and U.S. Department of Agriculture policy, the City of Carlin is prohibited from discriminating on the basis of race, color, national origin, sex, religion, age, disability. To file a complaint of discrimination write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W. Washington, D.C. 20250-9410 or call (800) 795-3272 (voice) or (202) 720-6382 (TDD).

Notice of the meeting was posted at the following Carlin locations:

- Carlin City Hall – 101 South Eighth Street
- Carlin Senior Citizen Center – 320 Chestnut Street
- Owen's Ace Hardware – 924 Bush Street
- Wells Rural Electric Company – 1322 Chestnut Street
- City of Carlin Website
- Public Works Shop – 810 Oak Street
- State of Nevada Public Notice Website

  
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LaDawn Lawson, Carlin City Clerk

Agenda prepared by Interim City Manager Kristin A. McQueary.

Posted on or before the 17th day of **May, 2019**.

*The City of Carlin is an equal opportunity employer and provider.*

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

**May22, 2019  
7:00 pm**

**The public may address the Board on agenda items as they are reviewed, at the discretion of the presiding officer or during the time reserved for Comments by the General Public, after being recognized by the presiding officer. The Public and all persons addressing the Board must abide by the requirements of the Carlin Municipal Code 1-6-11, detailed at the end of the agenda.**

**Note: The Mayor or Vice Mayor Reserves the Right to Change the Order of the Agenda. Additionally, the Council may, by majority vote, combine two or more agenda items for consideration or may remove any item from the agenda or delay consideration to a future City Council Agenda.**

**Call to Order and Roll Call**

**Pledge of Allegiance**

1. **Comment by the General Public (Non-Action Item):** 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.

**PUBLIC COMMENT MAY BE TAKEN DURING DISCUSSION OF INDIVIDUAL AGENDA ITEMS.**

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

**Vice Mayor Lincoln Litchfield:**

\* Reporting on Title 3, Zoning.

**Councilperson Margaret Johnston:**

\* Reporting on the Uses of the City Buildings and the creation of a Beautification Committee.

\* Reporting on the 150<sup>th</sup> Golden Spike Anniversary and the visit of representatives of Chinese television stations and the Chinese Railroad Workers Descendant's Association on May 14, 2019.

\*Carlin Clean Up, June 8-16.

**3. Old Catholic Church (For Possible Action):**

Review and possible approval of payment of delinquent taxes and fees in an amount of \$3,696.32 for the purchase of the Old Catholic Church parcel APN #002-193-004, more commonly known as 923 Main Street, City of Carlin, from Elko County and/or the Elko County Treasurer's Trust, as approved by the Elko County Commission on May 15, 2019. The City of Carlin requested the transfer in part for historic preservation.

**4. City Manager (For Possible Action):**

- A) Approval of contract between the City of Carlin and Kristin A. McQueary, and all other matters related thereto.
- B) Report and recommendation on city manager candidates, Madison Mahon, Geoffery Herweg, and Phillip Robinette. Possible action to make offer to one of the candidates or to re-advertise the position.
- C) Review and discussion of possible updating of City of Carlin Policy 2008-03, Expense and Purchasing Management Control. This policy was approved in 2008. It requires that expenditures of more than \$500 be submitted to the City Manager on a Purchase Order for prior approval.

**5. FINAL BUDGET FISCAL YEAR 2019-2020 (For Possible Action):**

- A) **PUBLIC HEARING NOTICE is hereby given that the Carlin City Council, Carlin, Nevada, will hold a public hearing at the Regular Meeting held on May 22, 2019, at 7:00 p.m., in the Carlin Municipal Court Meeting Room, 101 South Eighth Street, Carlin, Nevada.** The purpose of this hearing is to review, discuss, and possibly approve the Tentative Budget as the Final Budget for Fiscal year 2019-2020. All comments regarding this matter will be considered at the Public Hearing. At the conclusion of the Public Hearing the Council may move to close the hearing.
- B) **Public Comment may be taken prior to any Discussion Being Taken by the Council:** Review, discussion, and possible approval of the Tentative Budget as the Final Budget for Fiscal Year 2019-2020 and all other matters related thereto. A copy of the proposed budget is on file and available for public inspection at the Carlin Administration Building, 151 S. 8<sup>th</sup> Street, Carlin, Nevada.

The proposed final budget includes technical corrections by accounting firm Glennon & Sandoval.

**6. AMBULANCE BILLING (For Possible Action)**

Review, discussion and possible approval and selection of an Ambulance Billing Company to do the Carlin Volunteer Fire and Ambulance billing for the City of Carlin. The company selected for consideration is Medical Management Services, Inc., dba

irismedical Billing. This was carried over from May 8, 2019, to look into cost of electronic lockboxes for protected health information, and all other matters related thereto.

**7. PUBLIC WORKS (For Possible Action):**

A) Review, discussion and possible award of the lowest, responsive, responsible bidder for the 2019 Carlin Chip Seal Project, PWP No. EL-2019-139. Project engineer Farr West Engineering opened the bids on May 6, 2019. The three bidders were Sierra Nevada Construction; MKD Construction; and Harney Rock and Paving. Sierra Nevada Construction is the apparent low bidder at \$198,007.00.

B) (For Information Only): Elko Sanitation is switching to automated trucks in Carlin to increase efficiency. Elko Sanitation representative Jared Martin will explain the proposed changes and answer any questions.

**8. HUMAN RESOURCES (For Possible Action):**

Review, discussion, and possible approval of the amount of contribution by the City of Carlin to the Health Savings Accounts per employee in an amount of \$2,000 or less, and all other matters related thereto. The City of Carlin uses Connect Your Care's Health Savings Account. This benefit is connected to the health insurance plan offered by the City of Carlin.

**9. PUBLIC HEARING (For Possible Action):**

**NOTICE is hereby given that the Carlin City Council, Carlin, Nevada, will hold a public hearing at the Regular Meeting held on May 22, 2019, at 7:00 p.m., in the Carlin Municipal Court Meeting Room, 101 South Eighth Street, Carlin, Nevada.** The purpose of this hearing is to review, discuss, and possibly approve a Special Use Permit request filed by Larry D. Foster for storage of equipment on Parcel #002-100-009, commonly known as 1024 Bush Street, Carlin, Nevada. The parcel is zoned commercial in Fire Zone 1. A Special Use Permit request may be granted by the Carlin City Council pursuant to Carlin City Code Title 3, Chapter 2, Section 6. All comments regarding this matter will be considered at the Public Hearing. At the conclusion of the Public Hearing the Carlin City Council may motion to close the hearing.

**SPECIAL USE PERMIT (For Possible Action):** Review, discussion, and possible approval of a Request by Larry D. Foster for a special use permit for storage of equipment on Parcel #002-100-009, more commonly known as 1024 Bush Street, in the City of Carlin, County of Elko, State of Nevada, and other matters related thereto. The City of Carlin Building Official recommends the installation of a six (6) foot chain-link privacy fence across the front of the property.

**10. APPROVAL of MINUTES (For Possible Action):**

- A) Review, discussion, and possible approval of the Carlin City Council Regular Meeting Minutes, for April 10, 2019, and all other matters related thereto. Draft minutes are available for public inspection at the Carlin Administration Building, 151 S. 8<sup>th</sup> Street, Carlin, Nevada.
- B) Review, discussion, and possible approval of the Carlin City Council Regular Meeting Minutes, for April 24, 2019, and all other matters related thereto. Draft minutes are available for public inspection at the Carlin Administration Building, 151 S. 8<sup>th</sup> Street, Carlin, Nevada.
- C)

**11. APPROVAL of Expenditures (For Possible Action):**

- A) Review, discussion and possible approval of City expenditures for the period 05/04/2019 to 05/17/2019, and all other matters related thereto. The expenditure list is available for public inspection at the Carlin Administration Building, 151 S. 8<sup>th</sup> Street, Carlin, Nevada.

**12. PUBLIC COMMENTS: (Non-Action Item)**

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.

**Municipal Code:**

**1-6-11: MANNER OF ADDRESSING BOARD; TIME LIMIT:**

Each person addressing the board shall first give his name and address for the records, and unless further time is granted by the presiding officer, shall limit his address to five (5) minutes. All remarks shall be addressed to the board as a body and not to any member thereof. No person, other than the mayor, the members of the board and the person having the floor, shall be permitted to enter into any discussion, either directly or through a member of the board, without the permission of the presiding officer. No question shall be asked except through the presiding officer. (Ord. 81, 9-10-1975, eff. 9-17-1975)

**13. Adjournment (For Possible Action):**