

**CARLIN CITY COUNCIL
CITY OF CARLIN STATE OF NEVADA
REGULAR MEETING
CARLIN MUNICIPAL COURT ROOM
101 SOUTH 8th STREET
CARLIN, NEVADA
October 26, 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: David Jones (City Manager), LaDawn Lawson (City Clerk), Lauran Landa (City Attorney), Ella Trujillo (Senior Center Director), Steve Wilkinson (Public Works), Floyd Davey (Officer)

Public: Bobbi White, Bill White, Bill Bodin, DeAnn Wright, Margaret Johnston, Lynn Andersen, Brenda Smith, Karla Simpson, Anna Dean, Cliff Eklund, Doug Martin

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. *Elko County Commissioner Cliff Eklund gave an update on Elko County. Working on the Water Rights, metering of the water on the irrigation wells and the limitation on water for private land owners and residential owners as far as agricultural. Also fighting the battle on the Sage Grouse. The moratorium on the mining claims may be extended from two (2) years to permanent situation, will know more later this month. The 15th of February, 2017 the County Commission Meeting will be held in Carlin. Get out and vote there are some very important things on the ballot. He is one of the few commissioners that is opposed to the gas tax and think it is too expensive for most people. We the County put a three (3) cent a gallon tax per year max. Our tax will be a \$0.87 a gallon. This will cause other things to increase too. The money comes back to the County it is generated in. But most of the money is used for State roads. Small percent goes back into the RTC Fund.*
 - B. *Mayor Dana Holbrook reported that the League of Cities held some great training. One of the things he learned was even if you missed a meeting you are allowed to vote on approving the minutes if you would like, you do not have to abstain if you feel confident in voting.*

****(The Major chose to take agenda items out of order and will be moving to Agenda Item #5 next.)***

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. *Presentation given by Chris Bare the Program Manager for Nevada. Would like to propose a membership site for the entire County. A membership to our program. That allows members of our program not to receive a balance bill when they are transported by any of our aircraft. Here in Elko County we have both a Rotor Wing Asset and Airplane. Right now we are the only full service provider and Accredited in Northeastern Nevada. For this program your cost would be \$6,503.80 for the City of Carlin. This will allow any of the patients of Carlin a zero balance bill if they are injured and have to be transferred out of Elko County. Elko had some questions about the program. They are looking at it to do with their ground ambulance. There are a few hurdles for Membership Programs. One big hurdle, this is something that Elko County Ambulance couldn't do, with membership programs to be legal and to pass YG limits test, membership programs must bring in more money than they write off. We just take cart blench right off co-pays that companies have. That is a Federal Law and that is why we are required to bill co-pays. So what actually happens is the membership fund basically goes to pay other varies copays in the community. Our membership program is the largest in the nation with over 2 and half million members in it. A total of over 300 Aircrafts in 32 different states right now. If we are able to get a membership program from Elko County, this will open up the ability for individual residence to upgrade their membership for \$35 to the nationwide coverage. Some companies do honor our membership; we do not honor anyone else's membership because of legal issues. You are allowed to request the company that your membership is through.*
 - B. *Council person Jay Duke questioned the quoted amount stated and the amount that is being requested in the agenda packet. The correct amount is \$6,305.80. On the map Idaho, Washington, Utah, North Dakota and South Dakota do not have coverage?*
 - C. *Chris Bare states that there is not aircraft stationed there but we do transport people from them places.*
 - D. *Conversation was held on the concerns that Elko County has with the liability of using public funds for private businesses against the NRS statue, the concern of transportation off the mine sites and is the mines going to be helping with the cost of the total membership. The membership was split by 5 between all the communities in Elko County and is not based off population.*
 - E. *The Council is not interested in making a motion at this time. Would like to seek legal advice before making a decision.*
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 December 28th City Council Meeting and all related matters. **(Possible Action Item)**
 - A. *This Regular scheduled meeting is during the Christmas holiday.*
 - B. ***MOTION: Councilperson Jay Duke made the Motion to approve staff to cancel the December 28th City Council meeting. Vice Mayor Lincoln Litchfield 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 a presentation offered by Chief Reed regarding the Community Foundation of Elko County and all related matters. **(Possible Action Item)**
 - A. *Presentation given by Chief Ben Reed currently the Police Chief in Elko. This is a non-action item to present some information to Carlin. Also present is Kerry Aguirre the Director of the Elko Senior Center and Kevin Melcher is the Regent for the University of Nevada. We handed out some reading material for everyone. What is the Community Foundation of Elko County? The Community Foundation of Elko County is an affiliate fund of the Community Foundation of Western Nevada and has been in existence for 20 plus years. We are a 501(C)3 nonprofit organization with the mission to strengthen our community through philanthropy and leadership by connecting people who care with causes that matter. Our goal is to build an unrestricted fund to care for issues in Elko County. We get to address the local needs in our community. Chief Ben Reed explained why he took an interest in this foundation. He sees a huge need for the foundation to help the community.*
 - B. *Kerry Aguirre explains her reason for her involvement in the foundation. It goes for a good cause to our community. We support a charitable savings account, so we invest in this saving account little by little to make a difference. A collective impact is a way to look at it. It is local representation. It is a great thing.*
 - C. *Kevin Melcher former principal for the Carlin School. He explains his reason for being a part in the Community Foundation. It is a way to leave a legacy for families that want to donate money, people that want to scholarships in their names, set up endowment's or trusts or just want to donate to the cause. He will be moving to Reno in a couple of months and will be serving on the Community Foundation of Western Nevada as their conduit to the rural communities. Elko is the first community that the Community Foundation of Western Nevada reached out to because they knew there was interest. There is also the Community Foundation of Nevada that is in Las Vegas. The Community Foundation of Western Nevada has about 81 million and hopes by the end of the year to have 90 million. They distribute millions a year. Took them a long time to get going. Thank you*
 - D. **MOTION: NO ACTION TAKEN**

5. **Public Comment may be taken prior to any Discussion Being Taken by the Council:** Review, discussion and possible to change the current Open Zoning to Rural Residential and Farming zoning, for parcel 002-220-008, further described as 21.49 acres South of the East Ice House Road, Section 26 Township 3N Range 52E MDB&M and all related matters. **(Possible Action Item)**
 - A. **This Agenda Item was taken after Agenda Item #1.*
 - B. *Anna Dean from the Carlin Planning Commission reported that they had approved it through their board.*
 - C. *The current land owner Kurt Carpenter reported that he currently has livestock on the land. He has put up new fences all the way around to keep the livestock in. Future plan is to put a home on the land. Currently has power to the land but no sewer. No future plans on breaking the property down into smaller parcels.*
 - D. *Public comment from Margaret Johnston stated that he has done a great job on updating the stuff out there and is a great improvement out there.*
 - E. **MOTION: Vice Mayor Lincoln Litchfield made a Motion to change the current Open Zoning to Rural Residential and Farming zoning, for parcel 002-220-008, further described**

as 21.49 acres South of the East Ice House Road, Section 26 Township 33N Range 52E MDB&M and all related matters. Councilperson Pam Griswold seconded the Motion. Motion was passed unanimously.

*Mayor Dana Holbrook moved back to Agenda Item #2.

6. **Public Comment may be taken prior to any Action Being Taken by the Council:** Review, discussion and possible approval to accept and award the bid in regard to coating the potable water tanks for the City of Carlin and all related matters. **(Possible Action Item)**
 - A. *City Manager David Jones: Chris Woster from Farr West Engineering is here and available to answer any questions. They opened the bid and have made some recommendations. There was some questions arise about maybe moving this to next spring possible summer. This has been addressed in the packet.*
 - B. *Chris Woster from Farr West Engineer spoke on the 2 bids received. One is from Olympus and Associates for \$311,860 and the other one is from Farr Construction for \$236,307. There is a large difference in bids. It is not recommended to be doing the coating in the winter. Recommendation is to award Resource Development the Bid and to do the project next May or June. The bottom line is the tanks can wait until then. Farr Construction has no affiliation with Farr West Engineering nor is there any relation to them.*
 - C. *Attorney Lauren Landa stated that there is a letter from the City Engineer stating the same.*
 - D. ***MOTION: Councilperson Pam Griswold made a Motion to approve accepting and award the Bid in regard to coating the potable water tanks for the City of Carlin to Farr Construction for the amount of \$236,307.00 and to delay the work until next spring or next summer. 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 approval or denial of a request for leave without pay for Bobbi S. White pursuant the Collective Bargaining Agreement between the City of Carlin and Operating Engineers Local 3 and all related matters. **(Possible Action Item)**
 - A. *Handouts included in agenda packet:*
 - a. *City of Carlin City Council Agenda Request from Bobbi S. White*
 - b. *Copy of the signed contract: Agreement Between City of Carlin and International Union of Operating Engineers, Local 3 July 01, 2015 Through June 30, 2018*
 - B. *Bobbi White introduced herself.*
 - C. *Union Rep from Operating Engineers Bill Bodin introduced himself. Here to request from the Council a leave of absents for Bobbi for up to 6 months. This allowing her wrist to heal, she has one more pin to be pulled and then therapy. She has exhausted all her sick leave and vacation time but will need the extra time to heal in order to go back to work. Bobbi has worked at the Senior Center for 10 years now, she is a hard worker, she has the skills to work there, she has a kitchen manager certificate and she does a really good job.*
 - D. *Concerns from the Council:*
 - a. *Why was this not brought before the Council sooner;*

- b. *Six (6) months is a long time and continues to put strain on the other departments that have been covering and the New Director;*
 - c. *What if you are not able to return back to work;*
 - d. *Are we meeting the requirements of the State not having a head cook;*
 - e. *What does our policies state for the absence of the head cook?*
- E. MOTION: Vice Mayor Lincoln Litchfield made a Motion to approve a request for a leave without pay for Bobbi S. White pursuant the Collective Bargaining Agreement for a period of three (3) months between the City of Carlin and Operating Engineers Local 3. Councilperson Jay Duke seconded the Motion. Motion was passed with Councilperson Pam Griswold voting no.**
8. **Public Comment may be taken prior to any Discussion Being Taken by the Council:** Review, discussion and possible approval to reappoint and renew contract of William David Jones as Carlin City Manager and all related matter. **(Possible Action Item)**
- A. *Handouts included in the Agenda packet:*
 - a. *City of Carlin City Manager Employment Agreement (New Contract)*
 - B. *Changes:*
 - a. *New draft of the contract to track the code better than the last one under Title 1 Chapter 8*
 - b. *Added in the Cost of Living adjustment, the same as the other employees; if they receive a cost of living adjustment so will the City Manager*
 - c. *Left the term of the agreement open for the Council to determine*
 - C. *Concerns:*
 - a. *The City Manager's wife is on the Ballot running for council. How will that effect the rest of the Council with her being a direct oversight of the City Manager?*
 - D. *Legal Statement:*
 - a. *According to the Attorney General opinion that is what governs the Nepotism Statue, if someone is employed before the family member is elected then that does not create the same issue as we had previously. However when certain items come on the Agenda it would create issues, that person would have to disclose the relationship and then abstain, depending on the item.*
 - E. **MOTION: Councilperson Jay Duke moved to approve (Motion: to reappoint and renew a contract with William David Jones as Carlin City Manager) Contract being 10/01/2016 to 09/30/2017 and annual salary will be his current salary as of this date. Vice Mayor Lincoln Litchfield seconded the Motion. Motion was passed unanimously.**
9. **Public Comment will be taken prior to any Action Being Taken by the Council:** Review, Discussion and possible approval of the minutes for 8/10/2016 and all related matters. **(Possible Action Item)**
- A. **MOTION: Councilperson Pam Griswold made the Motion to approve the minutes for 8/10/2016 and all related matters. Vice Mayor Lincoln Litchfield seconded the Motion. Motion was passed with Councilperson Jay Duke abstaining from the vote.**

10. **Public Comment will be taken prior to any Action Being Taken by the Council:** Review, discussion and possible approval of the minutes from 8/24/2016 and all related matters. (**Possible Action Item**)
 - A. **MOTION:** *Councilperson Jay Duke moved to Approve (Motion: to approve the minutes for 8/24/2016). Councilperson Pam Griswold seconded the Motion. Motion was passed unanimously.*

11. **Public Comment may be taken prior to any Discussion Being Taken by the Council:** Review, discussion and possible approval of the City expenditures for the period's 9/24/2016 to 10/21/2016, and all related matters. (**Possible Action Item**)
 - A. *Question on page 7 under 54-40-900, John Olsen Trust Account. It is a reimbursement from the Forfeiture Fund. We received a 3 page letter that colored the case to the point we could not win it. The money had to be reimbursed.*
 - B. *Check on a credit from the Nugget for Mayor Dana Holbrook's room.*
 - C. *Question on Jana Moyes with the minutes being a lot smaller is she doing this with all the boards. The contract is the same as the last one and she is doing it for all the boards.*
 - D. *Question on the Dooley Enterprise for ammunition is there somewhere else that may be cheaper.*
 - E. **MOTION:** *Vice Mayor Lincoln Litchfield made a Motion to approve the City expenditures for the period's 9/24/2016 to 10/21/2016. Councilperson Pam Griswold seconded the Motion. Motion was passed unanimously.*

12. **City Council Members' Reports. (Non-Action Item)**
 - A. *Councilperson Pam Griswold: Turkey Shoot on November the 4th at the Senior Center.*
 - B. *Vice Mayor Lincoln Litchfield: Planning Board is moving forward on Title 3, Remember the Spook Walk is this weekend, the Cemetery looks good and Carlos Esparza did a great job preparing it for the winter time, and we have a pretty good storm coming in this weekend so be careful out there.*
 - C. *Councilperson Jay Duke: Has the 2013-2014 reports if anyone would like to see that. Encouraging the Mayor to attend the next month's RNDC meeting with me.*
 - D. *Mayor Dana Holbrook: Moving forward in looking to set up some meetings with the Department Heads and the Councilperson in charge to set some goals and plans on how these goals will be reached and have them written down. We will be having a new council coming on and I feel this will be helpful to the new council. Plus as a department we should be setting goals not only for one year but for five years. This will also help on the budget process and have an idea where we are going. David and I did visit with Abby Wheeler; see if we can get more grants in here to help with access to Elko until we can get another store in here.*

13. **City Clerk's Report. (Non-Action Item)**
 - A. *No Report at this time.*

14. **City Manager's Report. (Non-Action Item)**
 - A. *City Manager David Jones: Auditors are in town and trying to wrap that up. We did get our Actuarial Report done. Mary Cain is back and has a new staff this year. Everything seems to be on track so far.*

- B. *Letter included in the Agenda packet: We have been awarded a loan in the amount of \$75,000.00 and it is 100% forgiven. Carlin is the first recipient in the State of Nevada to receive this; it is a Planning Grant and comes from the State Board Finance Water Projects. It is part of the SRF Funds (Drinking Water State Revolving Fund).*
- C. *The funds will be used for the PER which is the Comprehensive Preliminary Engineering Report for our drinking water. We are going to start putting a plan together and with this plan we will be able to see where our rates should be, where our rates are currently, the current state of our infrastructure as many of us know has deteriorated but I want to move forward with some purpose and thought. Get facts. With this new PER they will be able to do all the hydraulic engineering. It is going to be on the GIS system, which is a lot like what the County uses right now. Taking a look at all of our sewer flows, the condition of the streets, sidewalks, lifts station, and our sewer ponds.*

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

- A. *Handout included Agenda Packet*
- B. *Officer Floyd Davey: I have had the great pleasure of being the K-9 handler for the Police Department. Looking into purchasing a Ballistic/Stab Vest for the K-9. We went with an organization that is called the Vested Interest In K-9s. The vests for K-9s run upwards about \$3,000.00. We have submitted all our information to them and based on their assessment we are considered high risk. We have a moderate call volume where we introduce our K-9 and we don't have backup available to us, so the K-9 is going in blind. For that reason we went with a level three (3) vest, it also has stab plates in there because most K-9 fatalities are from being stabbed not shot. This company will match and exceed a very generous donation that we received from the American Legions in the amount of \$1,050.00. They are a great company and they are tied in with the Ballistic vest and the K-9 organization. The K-9 vest is only good for about three (3) years and going with them they will at no cost replace our vest every three (3) years for our K-9 so long as that K-9 maintains a current certification. So that is huge. They will also do a press release with the release of the award locally and on their website. They will get photos of the dog and American legion. They will give credit to the American Legion. If we are awarded this vest we will include embroidery stating that this gift of protection provided by the American Legion Post 32 and Vested Interest in K-9s, incorporated. So in the chance that we don't get this award the donation that we got from the American Legion will pay for a much lower quality vest but protection none the less. In the month of September we used the K-9 on three (3) building searches. It was just the K-9 and myself whom in that case I can send the dog in blind and he will search doors that I would otherwise not have protection. This month I had to send him into an activated burglar alarm. It was wonderful because he is trained and certified in control techniques. He goes into the building, clears the building and then gives me the indication that he has not found anybody yet and then starts searching door to door. He will alert at a door if there is someone behind it. Recently we had a call where shots were fired and I made the call not to send the dog in because he did not have a vest on and I did. This is where the vest would reduce the risk to the dog and the officer's life.*

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

A. *No Report at this time.*

17. 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. *Cliff Eklund reported on the event at the Equestrian Park it was a Gymkhana Barrel Race Event. It was the neatest thing you have ever seen. We had a costume competition with 17 kids 11 years of age and under. You can go to the Facebook page for the Carlin Equestrian Park and see tons of videos and photos on there. We have been invited to do a fundraiser event for the Oncology Department in May of the same kind of thing. They provide money to people for transportation to Reno and Salt Lake that have to travel to get cancer treatments.*

B. *Anna Dean: Should go up to the cemetery and see the eagle scouts project showing where everyone is buried and it is easier to find them. It was completed on Columbus Day by Donnetta Skinner's grandson Bryce Apgood. It is really nice.*

18. Adjournment. (Possible Action Item)

A. ***MOTION: Councilperson Jay Duke made a Motion to adjourn. Vice Mayor Lincoln Litchfield seconded the Motion. The Motion was passed unanimously. Meeting adjourned at 9:40 p.m.***

Approved:

Attest:

Mayor Dana Holbrook

City Clerk LaDawn Lawson

Approval Date