

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

**April 26, 2017
7:00 pm**

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 Present: Mayor Dana Holbrook
Vice Mayor Lincoln Litchfield
Councilperson Sabra Esparza
Councilperson Pam Griswold
Councilperson Margaret Johnston

Council Absent: None

Staff Present: Carlin City Manager David Jones, Carlin City Clerk LaDawn Lawson, Carlin Police Chief Dennis Fobes, Carlin Public Works Director Carlos Esparza, Carlin Fire Chief Linda Bingaman, Carlin Assistant Fire Chief Roger Curry, Carlin Building Inspector Joe Lindsay

Public Present: Dorothy Luukkonen, Pat Griswold, Mike Griswold, Donnetta Skinner, Anna Dean, Jill Wilcox, Bob Wilcox, Cherie Aiazzi, Tom Bingaman, Jared R. Martin, Rick Anderson, Jon Gift Sr., Doug Martin, Fred Montes de Oca, Jason Krotts, Laura Eklund, and Doug Hernandez

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)

1. Bob Wilcox, 220 Hamilton, I am here today because a friend of mine asked me to come and read a letter the he had written and he was unable to attend today. So I agreed to read the letter for him really I have no other comment than to read the letter. This was written by Wren (Loren) Doxey.

Fifteen years ago, volunteers and businesses from Carlin, Elko, and Spring Creek, donated labor and equipment to construct a riding arena for the citizens of Carlin. It original purpose was to provide the public with a safe and secure location to enjoy their sport.

Soon after its completion, a local organization began holding barrel races. As interest in the facilities grew, improvements were implemented to keep pace with the growing demand of events that were being planned. Improvements were prioritized and funding was allocated to specific projects that required specialized skills and credentials to complete. This year the Equestrian Center will host seven major rodeo events.

Ron Johnson and his company, Project C, volunteered to construct a building to

house the concessions and announcers booth. This building was constructed with mostly donated materials and was not intended to be a long term solution for these needs. Numerous other improvements were put in place with the help of grants, room tax monies, local businesses, Carlin Public Works Department, and volunteers.

Over the years, and increasing amount of the board's attention has been focused on upgrading the concession stand. The sequence for this project would be to first move the announcers booth across the arena, purchase a mobile concessions trailer, remove the current concession building, then construct an elevated bar and social area in the vacated location.

The current concession stand has numerous safety and design flaws. Bringing this building up to safety and health standards would be cost prohibitive and the current location of the building blocks the view of the arena from the grandstands.

The determining factors for purchasing a concessions trailer over constructing a new building were cost and mobility. Several events requiring concessions are held at locations other than the arena such as the Chili Cook Off, Spook Walk, etc. Additionally, being able to store the concession stand at a secure location over the winter and when not in use were paramount.

Again, thanks to the generosity of several businesses, a new announcer's booth was in place for the 2016 events. Stop gap repairs were made to the concession stand to get us through last year, and plans were made by City management to get a concession trailer bid package in place prior to the 2017 season.

As of this date, the bid package has not been produced. Normal funding has been diverted away from the equestrian park and project have been denied.

A request has been submitted to be placed on the May 10th Council Agenda to get a bid packet in place that facilitates the needs for a concessions trailer without depleting the equestrian funds.

Thank you.

2. City Council Members Reports:

(Non - Action Item)

Mayor Holbrook: None

Councilperson Litchfield: Planning Commission, Chickens, Feral Cats, Public Works and Pot Holes

Vice Mayor Lincoln Litchfield reported the Planning Commission held their meeting on April 5th. There was a lot of discussion regarding chickens and so it will be brought back on the next Planning Commission Agenda. Also, there was a lot of discussion about Feral Cats and he has done some research and will be bringing his report to the Planning Commission as well as the City Council. Public Works will be filling potholes as soon as the rain stops.

Councilperson Griswold: None

Councilperson Johnston: None

Councilperson Esparza: None

3. Staff Reports.

(Non - Action Item)

City Manager's Report: None

4. Department Reports
(Non - Action Item)

City Clerk's Report: None

Police Department: None

5. Board Reports: None
(Non - Action Item)

6. **Public Comment may be taken prior to any Discussion Being Taken by the Council: Review, discussion and possible approval of a request to waive the curb, gutter and sidewalk requirement pursuant Carlin City Code 3-13-3 (F) located at 208 Gold Court in Carlin Nevada and all related matters. (Possible Action Item)**

1. Dorothy Luukkonen, resident at 208 Gold Court, said she would like to build a steel garage 24' x 26' because of parking issues. Luukkonen stated she was requesting a waiver of the requirement to put in sidewalk when the garage is built. Luukkonen explained the proposed project and stated that the City Building Inspector recommended requesting a waiver because putting in sidewalk would require installing retaining walls and cause drainage problems. Discussion was held regarding the consequences of the project and the current curb and gutter. Councilperson Sabra Esparza asked if anyone knew why there were no sidewalks to begin with. Resident Pat Griswold, a neighbor of Dorothy Luukkonen, stated she did not know why sidewalks were never installed in the development. Griswold stated she was in favor of granting the waiver because Luukkonen's vehicles were blocking her driveway because there was no off the street parking. Vice Mayor Lincoln Litchfield stated he was not usually in favor of granting such waivers but felt Luukkonen's case was an exception. Litchfield requested the structure be built according to the setback requirements in the City Code. Mayor Dana Holbrook stated he was also not in favor of giving waivers but also believed Luukkonen's situation was unique.

Vice Mayor Lincoln Litchfield moved to approve the request to waive the curb, gutter, and sidewalk requirement pursuant to Carlin City Code 3-13-3 (F) located at 208 Gold Court in Carlin Nevada. 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 a request to waive the curb, gutter and sidewalk requirement pursuant Carlin City Code 3-13-3 (F) located at 371 9th Street in Carlin Nevada and all related matters. (Possible Action Item)**

1. Mayor Dana Holbrook stated that the citizen requesting the waiver of curb, gutter, and sidewalk had asked for the item to be placed on the next agenda and was not present at the meeting.

Vice Mayor Lincoln Litchfield moved to table Agenda Item Seven until the next meeting. Councilperson Margaret Johnston 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 possibly appoint Jason Krotts as a Board Member to the Carlin Equestrian Park Committee and all related matters. (Possible Action Item)**

1. LaDawn Lawson told Mayor Dana Holbrook that she had received Mr. Krotts signed waivers. There was no discussion.

Councilperson Pam Griswold moved to appoint Jason Krotts as a Board Member to the Carlin Equestrian Park Committee and all related matters. Councilperson Margaret Johnston seconded the motion. The motion passed unanimously.

9. **Public Comment may be taken prior to any Discussion Being Taken by the Council: Review, discussion, and possible approval of a request from Gold Rush Motocross (GRMX) to waive or set a rate for the water fees for GRMX events and to grant permission to use the closest fire hydrant to GRMX for a maximum of 7 events per year and all related matters. (Possible Action Item)**

1. Mayor Dana Holbrook stated that he had spoken to Bob DeMars and the City's legal counsel and stated that the agenda item would not be discussed at present.

Mayor Dana Holbrook stated no action would be taken at this time.

10. **Public Comment may be taken prior to any Discussion Being Taken by the Council: Possible Disclosure Review, discussion, and possible direction to staff to start the process for correcting the Carlin City Code Sections 2-8-7 and 2-9-2 which corrects referrals to the adopted 2003 International Building Code and the 2003 International Residential Code and the 2003 Uniform Mechanical Code and all related matters. (Possible Action Item)**

1. Joe Lindsey, City of Carlin Building Inspector, stated there are subsections in the building code that are incorrect. Lindsey provided the Council with a corrected version of the building code. Lindsey stated the changes were simply a matter of corrected the subsection numbers. LaDawn Lawson stated that the changes would have to be sent to the City's attorney and changed by ordinance.

Councilperson Pam Griswold made a motion to approve starting the process of correcting the Carlin City Code Section 2-8-7 and 2-9-2 which corrects referrals to the adopted 2003 International Building Code and the 2003 International

Residential Code and the 2003 Uniform Mechanical Code and all related matters. Councilperson Sabra Esparza seconded the motion. The motion passed unanimously.

11. **Public Comment may be taken prior to any Discussion Being Taken by the Council: Possible Disclosure**
Review, discussion, and possible approval of Resolution 2017-02 A Resolution to adopt the 2003 Fee Schedule for Building Permits and all related matters.
(Possible Action Item)

1. Joe Lindsey, City of Carlin Building Inspector, stated he would like the Council to formally adopt the building permit fee schedule from the 2003 International Building Code and calculation table for the 1997 UBC. Discussion was held regarding the fee schedule, the impact of doing the work themselves, and the need for applying a uniform permit fee schedule.

Councilperson Sabra Esparza made a motion to approve Resolution 2017-02, a resolution to adopt the 2003 Fee Schedule for Building Permits and to use the 1997 table calculations and all related matters. Vice Mayor Lincoln Litchfield seconded the motion. The motion passed unanimously.

12. **Public Comment may be taken prior to any Discussion Being Taken by the Council: Possible Disclosure**
Review, discussion, and possible direction to staff to set the dates for the Carlin Clean-up week and the roles and responsibilities the City Staff has in this event, and all related matters.
(Possible Action Item)

1. Discussion was held regarding the dates of the Carlin Clean-up. The dates of June 1-8, 2017 were confirmed. Mayor Dana Holbrook stated discussion was held and the dates were decided at a previous meeting. Citizen Donnetta Skinner stated the clean-up week was hard on the Public Works department and when it was first started it was run by the citizens. Skinner stated she felt the clean-up had died out and there should be more volunteers. Mayor Dana Holbrook agreed with Skinner and said he hoped the changes they had made would encourage more citizens to volunteer. Skinner again expressed her disappointment in the clean-up and said the City should encourage more people to get involved. Councilperson Pam Griswold explained all the work that had been done and some of the specifics of the event. Mayor Dana Holbrook stated he felt the changes they had made would improve the clean-up. Carlos Esparza stated he would like to see a committee formed and that representatives go to the churches on Sunday and ask for volunteers. Further discussion was held regarding disposal of refrigerators. Jared R. Martin, with Elko Sanitation, stated they would still pick up refrigerators at people's homes but they would have to pay for the evacuation and they were trying to figure out how to apply that cost to the resident. Jared Martin stated if they could take them empty that they would be able to take them directly to Pacific Steel and get a rebate that could reduce the cost. Mayor Dana Holbrook stated he felt there were a lot of good ideas but he

would like to move on because the same topics had been previously discussed.

No action was taken.

13. **Public Comment may be taken prior to any Discussion Being Taken by the Council: Possible Disclosure. Review, discussion and possible direction to staff concerning the Dump State Located at the Public Works Yard and all related matters. (Possible Action Item)**

No Action Taken.

14. **Public Comment may be taken prior to any Discussion Being Taken by the Council: Possible Disclosure. Review, discussion and possible direction to staff concerning Chapter 2 Garbage and Waste Code and all related matters. (Possible Action Item)**

1. Councilperson Margaret Johnston stated she wanted to address the specifics of preparing your trash for disposal at Public Works, such as breaking down cardboard boxes and cutting down tree limbs. Vice Mayor Lincoln Litchfield asked Jared Martin of Elko Sanitation how much additional trash could be disposed of when your garbage tipper is full. Jared Martin stated it could be one additional trash can or two or three bags but that it was ultimately up to the City. LaDawn Lawson clarified that it was one tipper and one additional receptacle. Jared Martin stated that if the additional trash happened only occasionally it wasn't a problem but if a home consistently had extra garbage they usually contact the resident about purchasing a second tipper. Discussion was held regarding the charges for various garbage disposal receptacles and how those charges are calculated.

No action taken.

15. **Public Comment will be taken prior to any Action Being Taken by the Council: Review, discussion, and possible approval of the minutes from 3/8/2017 and all related matters. (Possible Action Item)**

Vice Mayor Lincoln Litchfield made a motion to approve the minutes from 3/8/17. Councilperson Margaret Johnston seconded the motion. The motion passed unanimously.

16. **Public Comment may be taken prior to any Discussion Being Taken by the Council: Possible Disclosure**
Review, discussion and possible approval of City expenditures for the period 4/8/2017 to 4/21/2017 and all related matters.
(Possible Action Item)

Councilperson Pam Griswold inquired about several charges in the Expenditures. Discussion was held regarding the charges.

Councilperson Pam Griswold moved to approve the expenditures for the period of

4/8/17 to 4/21/17 and all related matters. Councilperson Margaret Johnston seconded the motion. Councilperson Sabra Esparza abstained from voting to approve expenditures for Fastenal. Vice Mayor Lincoln Litchfield abstained from voting to approve expenditures for Napa Autoparts. The motion passed.

17. **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)

1. **Councilperson Pam Griswold stated for the record she would volunteer to be on a Carlin Clean-up committee.**

There was no further public comment.

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)

18. **Adjournment.**
(Possible Action Item)

Councilperson Margaret Johnston made a motion to adjourn. Councilperson Pam Griswold seconded the motion. The motion passed unanimously. Meeting adjourned at 8:30 p.m.