

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

**August 22, 2018
7:00 P.M.**

Call to Order and Roll Call

Mayor Dana Holbrook called the meeting of the Carlin City Council to order at 7:05 p.m.

Council Members Present:

Mayor Dana Holbrook
Vice Mayor Lincoln Litchfield
Councilperson Margaret Johnston
Councilperson Pam Griswold
Councilperson Cameron Kinney

Council Members Absent:

None.

Staff:

LaDawn Lawson, City Clerk
Carlos Esparza, Public Works Director
Lauren Landa, City Attorney

Public:

Donnetta Skinner
Fred Montes De Oca
Wren Doxey
Matthew Hurd
Barry Sorensen
Elaine Westcott
Linda Frye

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).

- a. Councilperson Margaret Johnston stated she wanted to thank the firefighters for doing a good job.

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

There were no reports by the Council Members.

3. **Public Comment may be taken prior to any Action Being Taken by the Council: Review, discussion, and possible approval to appoint Tracie Cosen to the Carlin Park and Recreation Board and all matters related thereto. (Possible Action Item).**

- a. Councilperson Cameron Kinney stated he attended the Parks and Recreation meeting and they have no problem inviting her on the Board.
- b. Vice Mayor Lincoln Litchfield asked how many members that will put them at.
- c. Councilperson Kinney stated nine and that is there max.
Councilperson Kinney stated they did discuss adding a youth member to the Board but not at this time.

Councilperson Pam Griswold made a motion to approve appointing Tracie Cosen to the Carlin Park and Recreation Board. Vice Mayor Lincoln Litchfield seconded the motion. The motion passed.

4. **Public Comment may be taken prior to any Action Being Taken by the Council: Review, discussion, and possible approval of an employment contract for the Carlin City Manager Position between Linda Kay Frye and the City of Carlin and all related matters. (Possible Action Item).**

- a. Mayor Dana Holbrook put Linda Frye on speakerphone.
- b. City Attorney Lauren Landa stated she sent Linda Frye a waiver but it wasn't received. Lauren Landa reiterated the notice and Linda Frye waived the right to receive notice.
- c. Mayor Holbrook stated the contract is pretty much the same as the last manager's with a few changes. Mayor Holbrook stated the wages increased, financial assistance for the relocation, and a severance payment if the city manager is terminated within the first three months.
- d. Councilperson Kinney stated there were some incorrect pronouns in the Section 5 of the contract.
- e. LaDawn Lawson stated she would fix them.
- f. Vice Mayor Lincoln Litchfield asked about the evaluation and the contract renewal dates.
- g. Mayor Holbrook stated that the evaluation was moved away from the contract renewal so the city manager would have an opportunity to make corrections after the evaluation but before the contract renewal.
- h. Mayor Holbrook stated he and Linda had discussed paying for travel

expenses and the Council needed to decide if they want to do that. Mayor Holbrook asked Linda Frye how much she thought it would cost her to move.

- i. Linda Frye stated it would probably cost about \$3,100.00 for the moving truck and the plane ticket would be \$400 or \$500. Linda Frye stated the housing cost \$1,400.00. Linda Frye stated her final total was \$4,000 or \$4,500.
- j. Councilperson Pam Griswold stated she thinks that is quite reasonable. Councilperson Pam Griswold stated she thinks they should reimburse her \$5,000.
- k. Linda Frye stated that reimbursement would be difficult at that time because she is waiting to be reimbursed for her father's burial and is short on cash.
- l. Wren Doxey asked if she is going to live in Carlin.
- m. Mayor Holbrook said yes.

Vice Mayor Lincoln Litchfield made a motion to approve an employment contract for the Carlin City Manager Position between Linda Kay Frye and the City of Carlin to include the changes of pronouns in Section 5 from him to her, the addition of \$5,000 for moving expenses, \$2,900 for the moving company, \$1,400 for rent, and plane fair to get to Carlin, and annual salary of \$70,000 payable in \$5,386.00 per month. Councilperson Margaret Johnston seconded the motion. The motion passed.

Minutes were approved September 26, 2018, with the clarification that the expenses listed was a breakdown of the \$5,000.

5. **Public Comment will be taken prior to any Action Being Taken by the Council: Discussion, Review, and possible Approval of Resolution No. 2018-06, a Resolution Finding it in the Best Interest of the City to Dispose of Certain Real Property Without Offering the Property to the Public, for Less Than Fair Market Value for the purpose of Economic Development, for APN #002-183-011. (For Possible Action).**
 - a. Mayor Holbrook stated he has been trying to attract new businesses into Carlin and they have property that is just sitting there that could be utilized to help the community. Mayor Holbrook stated the resolution would allow them to bring more businesses to Carlin.
 - b. Vice Mayor Litchfield stated this has been a normal practice to invite new businesses into town.

Vice Mayor Lincoln Litchfield made a motion to approve Resolution No. 2018-06, a Resolution Finding it in the Best Interest of the City to Dispose of Certain Real Property Without Offering the Property to the Public, for Less Than Fair Market Value for the purpose of Economic Development. Councilperson Cameron Kinney seconded the motion. The motion passed.

6. **Public Comment may be taken prior to any Action Being Taken by the Council: Review, discussion, and possible approval of a purchase and sale agreement for the property located at 617 Main Street, Parcel #002-183-011, more commonly known as the Old Stateline Hotel, with Family Dental Care, LLC, and all related matters thereto. (For Possible Action).**
- a. Barry Sorensen of Spring Creek stated he and Joseph Johnson own and operate Family Dental in Spring Creek and they would like to bring a satellite office to Carlin at the old Stateline Hotel which is just down the road. Barry Sorensen stated their plan is to put in a commercial grade modular building with four operatories, two hygienists, and one dentist two days a week. Barry Sorensen stated they are general dentists and they do a bit of everything. Barry Sorensen stated they have also been talking to an orthodontist in Elko who may come out once or twice a month. Barry Sorensen stated the property will require the old foundation to be torn out, a new foundation put in, and new curb, gutter, and sidewalk. Barry Sorensen stated he thinks this would be beneficial for all parties.
 - b. Vice Mayor Lincoln Litchfield asked when they anticipate opening.
 - c. Barry Sorensen stated the modular cannot be ready until April and they have bids for the foundation, sidewalk, and landscaping.
 - d. Councilperson Cameron Kinney asked Barry Sorensen what attracted them to Carlin.
 - e. Barry Sorensen stated business wise there is a good size community and no dentist. Barry Sorensen stated they have had a lot of patients from Carlin that have said they should think of opening an office in Carlin. Barry Sorensen stated they are thinking of bringing in another dentist and opening an office in Elko as well.
 - f. Fred Montes De Oca stated there is a brand new building in Wells but they are having trouble making it successful with a dentist coming from Idaho.
 - g. City Attorney Lauren Landa stated the contract in the packet is an old version and she read into the record the section that had changed. City Attorney Lauren Land stated it is just additional boilerplate language.
 - h. Mayor Holbrook stated the contract includes \$10,000 for the land, replacement of sidewalk with ADA access, a 26' by 66' building, and building permits with 12 months to complete the process.
 - i. Barry Sorensen stated they estimate it will cost them \$51,000 for the foundation and sidewalks alone.
 - j. Elaine Westcott asked about services for dentures or partials.
 - k. Barry Sorensen stated they do dentures and partials.

Councilperson Pam Griswold made a motion to approve a purchase and sale agreement for the property located at 617 Main Street, Parcel #002-183-011, more commonly known as the Old Stateline Hotel, with Family Dental Care, LLC, and all related matters thereto, incorporating the changes to the contract and contingent on approval. Councilperson Cameron Kinney seconded the motion. The motion passed.

7. **Public Comment may be taken prior to any Action Being Taken by the Council: Discussion, Review, and possible Approval of Resolution No. 2018-07, a Resolution Finding it in the Best Interest of the City to Dispose of Certain Real Property Without Offering the Property to the Public, for the Agreed Upon Sale Price for the Purpose of Economic Development, for APN #002-200-018. (For Possible Action).**

Councilperson Cameron Kinney moved to approve Resolution No. 2018-07, a Resolution Finding it in the Best Interest of the City to Dispose of Certain Real Property Without Offering the Property to the Public, for the Agreed Upon Sale Price for the Purpose of Economic Development, for APN #002-200-018, with the changes of Exhibit 1 to be added to the agreement. Vice Mayor Lincoln Litchfield seconded the motion. The motion passed.

8. **Public Comment may be taken prior to any Action Being Taken by the Council: Review, discussion, and possible approval of a purchase and sale agreement for APN #002-200-018 located on Carlin Trend Drive, with Pilot Thomas Logistics, and all related matters. (For Possible Action).**

- a. Matthew Hurd stated they received a draft of the contract that day and there are a couple of items that they would like to discuss with the City Staff. Matthew Hurd stated they would like to discuss Item 11 with construction of improvements such as the width of the road and the cattle guard.
- b. Mayor Holbrook read the item into the record.
- c. Matthew Hurd stated they believe the width of 30 feet would be adequate for their purposes and road traffic.
- d. Mayor Holbrook stated Carlos Esparza and he discussed 50 feet to insure they do not damage the sides of the road with the extra traffic.
- e. Carlos Esparza stated 50 foot was optimal according to the City Engineer. Carlos Esparza stated 40 feet would be the minimum he would like to see.
- f. Councilperson Cameron Kinney asked what the width was now.
- g. Carlos Esparza stated it was 30 feet.
- h. Councilperson Cameron Kinney asked if the road was 40 would the cattle guard be 50 feet.
- i. Carlos Esparza stated he would like to see that.
- j. Matthew Hurd asked if the City would agree to a 40 foot width going in and the rest of the frontage road at 30 feet.
- k. Mayor Holbrook stated he would like to vote on the contract now and they could come back if they disagree with the decision.
- l. Mayor Holbrook stated the time frame was 12 to 18 months.

Vice Mayor Lincoln Litchfield made a motion to approve a buyer and sale agreement for APN #002-200-018 located on Carlin Trend Drive, with Pilot Thomas Logistics, with the sale price of \$17,000 and the change to #11 from 50 feet to 40 feet width of pavement and a 50 foot cattle guard and interchange from 60 feet to 50 feet. Councilperson Pam Griswold seconded

the motion. The motion passed.

9. **Public Comment may be taken prior to any Action Being Taken by the Council: First Reading of Ordinance No. 245, an Ordinance Adopting Chapter 15B Title 3 of the Carlin City Code, which is an Ordinance Approving a Development Agreement between the City of Carlin, Nevada, and Khoury Leasing, LLC, a Nevada Limited Liability Company, and all related matters. (For Possible Action).**
- a. Mayor Dana Holbrook stated they approved the development agreement and they have to put this ordinance in place to complete the agreement.
 - b. Lauren Landa stated it was just a first reading.
 - c. Vice Mayor Lincoln Litchfield read the Ordinance into the record.

No Action Taken.

10. **Public Comment may be taken prior to any Action Being Taken by the Council: Review, discussion, and possible approval of Amendment One (1) to the Contract dated November 26, 2013, with Grand Slam Enterprise, LLC, which in summary, amends the contract to extend timelines for completion of certain requirements and removes the requirement to construct a building on the property, and all related matters. (For Possible Action).**
- a. Mayor Holbrook stated no one was there from Grand Slam.

Councilperson Pam Griswold made a motion to table Agenda Item #10 regarding the contract with Grand Slam Enterprise, LLS, until they can come before the Council and explain why they want to change the contract from November 26, 2013 to 2018. Vice Mayor Lincoln Litchfield seconded the motion. The motion passed.

11. **Public Comment may be taken prior to any Action Being taken by the Council: Review, discussion, and possible approval of a 1% wage increase for Non-Union Employees to match the 1% wage increase of the Union Employees for the City of Carlin, and all related matters. (For Possible Action).**
- a. Mayor Dana Holbrook stated they had approved the increase for the union employees and to try to prevent too many discrepancies he felt it would be fair to give the same increase to non-union employees.
 - b. Vice Mayor Lincoln Litchfield stated if he was part of the union he would come back and ask for another 1%.
 - c. Mayor Holbrook stated he looked into the possibility that the Union would come back with a claim that they get another 1% but he feels highly confident that they can give the increase without repercussions.

Councilperson Pam Griswold made a motion to approve a 1% wage increase match for Non-Union Employees to match the 1% wage increase of the

Union Employees for the City of Carlin, and all related matters. Councilperson Margaret Johnston seconded the motion. The motion passed.

12. **Public Comment will be taken prior to any Action Being Taken by the Council: Review, discussion, and possible approval of the minutes from July 25, 2018, and all related matters.**

Councilperson Cameron Kinney made a motion to approve the minutes from July 25, 2018, and all related matters. Vice Mayor Lincoln Litchfield seconded the motion. The motion passed.

13. **Public Comment may be taken prior to any Action Being Taken by the Council: Review, discussion, and possible approval of City expenditures for the period 08/03/2018 to 08/17/2018, and all related matters. (For Possible Action).**

Vice Mayor Lincoln Litchfield made a motion to approve the City expenditures for the period of 08/03/2018 to 08/17/2018, and all related matters. Councilperson Margaret Johnston seconded the motion. Councilperson Cameron Kinney abstained. The motion passed.

14. **Public Comment maybe 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).**

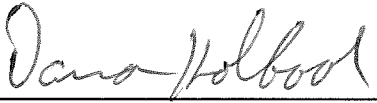
- a. Vice Mayor Lincoln Litchfield stated he would be absent from the Planning Commission meeting on the 5th so if one of them could do it and he would also be gone for the September 12 meeting.
- b. Elaine Westcott asked if they post the agenda. LaDawn Lawson stated it is posted at Ace, Wells Rural Electric, Public Works, Senior Center, City Hall, and on the website.
- c. Fred Montes De Oca reminded them about Ballot Question #3 and that they would make a big mistake if it is passed.
- d. Councilperson Pam Griswold stated she just got back from the Economic Development conference and there was a big sign that said to Vote Yes on Question #3 but Vote No was very poorly represented.
- e. Fred Montes De Oca stated they picked the perfect phrase of "choice" but they don't tell you that you will probably get two bills.

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

Councilperson Margaret Johnston made a motion to adjourn. Councilperson Pam Griswold seconded the motion. Mayor Dana Holbrook adjourned the meeting at 8:21 p.m.

Approved:

Attest:



Mayor Dana Holbrook



City Clerk LaDawn Lawson