

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

**April 24, 2019  
7:00 P.M.**

**Call to Order and Roll Call**

Mayor Dana Holbrook called the meeting of the Carlin City Council to order at 7:00 p.m.

**Council Members Present:**

Mayor Dana Holbrook  
Vice Mayor Lincoln Litchfield  
Councilperson Pam Griswold (appeared by telephone)  
Councilperson Margaret Johnston  
Councilperson Cameron Kinney

**Council Members Absent:**

None

**Staff:**

Heather Trujillo, Assistant City Clerk  
Steven E. Wilkinson, Public Works  
Carlos Esparza, Public Works Director  
Dennis Fobes, Police Chief

**Public:**

Jan Brizee  
Gayle Zomar  
Pat Griswold  
Pat Myers  
Lloyd Myers  
Garrett Hylton

**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. Garrett Hylton stated he was there to update the Council about their announcement of the construction of a new operations center next to the office in Wells. Garrett Hylton gave a history of the current facilities and the need for a new one. Garrett Hylton stated the total cost of the project would be 7.96 million dollars and it will not cause a rate increase for the members.
- b. Pat Griswold stated she feels the barriers that were put on the overpass of 10<sup>th</sup> Street are dangerous because you cannot see any cars coming and it is the same thing on Sage Street. Pat Griswold further stated she believes it is a safety issue to allow the children to walk on the streets. Pat Griswold stated they need to get the kids to walk on sidewalks.
- c. Mayor Dana Holbrook stated they should bring it up with NDOT about the barriers on the overpass off Interstate 80.

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

- a. Councilperson Cameron Kinney stated that the item on the agenda was for the previous meeting.
- b. Vice Lincoln Litchfield stated he would be meeting with the City Attorney on Friday to go over Title 3.
- c. Mayor Holbrook stated it is National Admin. Day and he thanked Heather and all the administrative personnel for working hard for the City. Mayor Holbrook stated the deadline for the redemption of the Old Catholic Church had passed and Carlin can now proceed with the request to transfer ownership. Mayor Holbrook stated the City Manager candidate accepted another position and withdrew from the job. Mayor Holbrook stated he would be having a special meeting on Tuesday to discuss an interim city manager and the Special Meeting scheduled for Thursday is cancelled.

**3. Public Comment may be taken prior to any Action Being Taken by the Council: PUBLIC HEARING NOTICE is hereby given that the Carlin City Council, Carlin, Nevada, will hold a public hearing at the Regular Meeting held on April 24, 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 and discuss a request for a Special Use Permit filed with the City of Carlin by Lloyd Myers for the operation of an Auto Mechanic/Muffler Shop on the property located at 1901 Chestnut Street, Carlin, Nevada 89822. Parcel #002-220-014. This property is zoned Residential Mobile Home 1 and is in a Fire Zone 3. All comments regarding this matter will be considered during the Public Hearing. At the conclusion of the Public Hearing the Council may motion to close the hearing. (Non-Action Item).**

- a. Pat Myers stated he wants to open a small shop and do a little bit of work.
- b. Mayor Holbrook asked if he went to the Planning Commission.

- c. Pat Myers stated he talked to Joe and he suggested doing the permit.
- d. Mayor Dana Holbrook stated he can do it this way but he would like to see people go through the Planning Commission.
- e. Vice Mayor Litchfield stated special use permits do not go to the Planning Commission.
- f. Mayor Dana Holbrook asked if he would use the existing shop.
- g. Pat Myers stated yes and there would not be a lot of cars parked out there.
- h. Further discussion was held regarding the danger of fire, noise, dust, etc. and the location of the nearest fire hydrant.
- i. Councilperson Pam Griswold stated other shops on 10<sup>th</sup> Street had a stipulation on how many cars can be parked at the business and she wondered if they need to take it into consideration.
- j. Mayor Holbrook stated he thinks so and he also thinks they should consider an expiration date on the permit.
- k. Vice Mayor Litchfield stated he agreed on the car limit.
- l. Councilperson Johnston asked if letters were sent to the neighbors.
- m. Heather Trujillo stated they did send letters as required.
- n. Pat Myers stated he thought one year would be enough.
- o. Vice Mayor Litchfield stated it could be one year.
- p. Gayle Zomar stated she had four mufflers done and she is looking forward to having them there.
- q. Councilperson Pam Griswold stated she hopes he works toward a different solution because she doesn't want them to get into the habit of approving the special use permit for a business every year.

**Mayor Dana Holbrook closed the hearing at 7:21 p.m.**

4. **Public Comment may be taken prior to any Action Being Taken by the Council: Review, discussion, and possible approval of a request for a Special Use Permit filed with the City of Carlin by Lloyd Myers for the operation of an Auto Mechanic/Muffler Shop on the property located at 1901 Chestnut Street, Carlin, Nevada 89822, Parcel #002-220-014, and all related matters. (For Possible Action).**
  - a. Gayle Zomar asked if he would be doing mechanic work as well.
  - b. Pat Myers stated he would be doing tune-up type stuff like spark plugs but not oil changes.

**Vice Mayor Lincoln Litchfield made a motion to approve the request for a Special Use Permit filed with the City of Carlin by Lloyd Myers for the operation of an Auto Mechanic/Muffler Shop on the property located at 1901 Chestnut Street, Carlin, Nevada 89822, Parcel #002-220-014, with the approval of the Carlin building inspector, an expiration date of one year, with a maximum of three cars in addition to the four in the driveway right now and all related matters. Councilperson Cameron Kinney seconded the motion. The motion passed.**

5. **Public Comment may be taken prior to any Action Being Taken by the Council: Review, discussion, and possible approve of a request by Kimberly Starr for the Carlin City Council to provide a letter of opposition to Senate Bill 389, and all related matters. (For Possible Action).**

a. Jan Brizee stated they believe the bill is going to die in the Senate and not even go to the Assembly so they no longer require a letter from Carlin.

**No Action Taken.**

6. **Public Comment will be taken prior to any Action Being Taken by the Council: Review and discussion, and possible rescission of City of Carlin Resolution No. 2004-03, "A Resolution setting forth the Sewer Back Policy and Procedures for the City of Carlin and other matters related thereto," and all related matters. (For Possible Action).**

a. Mayor Dana Holbrook stated the City is protected from lawsuits by NRS if there are back-ups or if a water line breaks. Mayor Holbrook stated this Resolution has the City paying for the clean-up of the mess when the sewer backs up and he doesn't feel like the City should be paying for the problem on private property. Mayor Holbrook stated there are things that can be done to prevent back-ups and it seems like they are constantly having to do clean-up at the same residences.

b. Carlos Esparza stated in some cases when the City pays for the clean-up the home owner's insurance refuses to pay for some of the damages like furniture replacement.

c. Further discussion was held regarding various issues at different homes and locations in Carlin, scenarios that arise, and possible solutions to prevent backflow in homes.

**Vice Mayor Lincoln Litchfield made a motion to rescind City of Carlin Resolution No. 2004-03, "A Resolution setting forth the Sewer Back Policy and Procedures for the City of Carlin and other matters related thereto. Councilperson Cameron Kinney seconded the motion. The motion passed.**

7. **Public Comment may be taken prior to any Action Being Taken by the Council: Review, discussion, and possible approval to select a new employee health insurance plan or renew the current employee health insurance plan with Sierra Health and Life of Nevada, and all related matters. (For Possible Action).**

a. Mayor Holbrook stated he thinks it is best to renew the current plan.

b. Steve Wilkinson stated he hopes they stay with the same plan.

**Vice Mayor Lincoln Litchfield made a motion to approve renewing the current health insurance plan with Sierra Health and Life of Nevada. Councilperson Margaret Johnston 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 1% wage match 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. Steve Wilkinson asked if the City was considering this a cost of living increase.
- b. Mayor Dana Holbrook stated they are not considering it a cost of living increase. Mayor Holbrook stated they are just trying to prevent a wage disparity between union and non-union employees.

**Councilperson Cameron Kinney made a motion to approve a 1% wage match for non-union employees to match the 1% wage increase for the union employees for the City of Carlin. Councilperson Pam Griswold seconded the motion. The motion passed.**

9. **Public Comment may be taken prior to any Action Being Taken by the Council: Review, discussion, and possible approval to purchase an Administration/City Manager vehicle in Fiscal Year 2018-2019, and all related matters. (For Possible Action).**

- a. Mayor Holbrook stated he wants to use the money they have from not having a City Manager to upgrade the City Manager/Administration vehicle and Carlos Esparza has found some quotes.
- b. Councilperson Pam Griswold stated for clarification that the vehicle would not be used by the City Manager as a commuting vehicle and will only be used during City hours and for training trips.
- c. Mayor Holbrook confirmed that it would not be used for commuting from Elko or other location by the City Manager.
- d. Councilperson Cameron Kinney stated it is listed in the City Manager contract as allowing commute if the person lives in Carlin but that could be changed in the new contract.
- e. Further discussion was held regarding the quotes that were presented.
- f. Mayor Holbrook stated he was looking at the Ford Escape.

**Vice Mayor Lincoln Litchfield made a motion to approve the purchase of an Admin/City Manager vehicle in fiscal year 2018/2019 from Gallagher Ford \$24,078 doc and title will be \$308.25 for a grand total of \$24,386.25 with VIN #1FMCU9GD1KUA71648. Councilperson Cameron Kinney seconded the motion. The motion passed.**

10. **Public Comment may be taken prior to any Action Being Taken by the Council: Review, discussion, and possible approval of the Carlin City Council Special Session Meeting Minutes, for March 26, 2019, and all related matters. (For Possible Action).**

**Councilperson Cameron Kinney made a motion to approve, without any corrections, the Carlin City Council Special Session Meeting Minutes for**

**March 26, 2019. Councilperson Pam Griswold 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 the Carlin City Council Special Session Meeting Minutes, for March 27, 2019, and all related matters. (For Possible Action).**

**Councilperson Cameron Kinney made a motion to approve, without corrections, the Carlin City Council Special Meeting Minutes for March 27, 2019, and all related matters. Councilperson Margaret Johnston seconded the motion. The motion passed.**

12. **Public Comment may be taken prior to any Action Being Taken by the Council: Review, discussion, and possible approval of the Carlin City Council Regular Meeting Minutes, for March 27, 2019, and all related matters. (For Possible Action).**

**Councilperson Cameron Kinney made a motion to approve, without corrections, the Carlin City Council Regular Meeting Minutes, for March 27, 2019, 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 04/05/2019 to 04/19/2019, and all related matters. (For Possible Action).**

**Councilperson Margaret Johnston made a motion to approve the City expenditures for the period of 04/05/2019 to 04/19/2019. Vice Mayor Lincoln Litchfield seconded the motion. 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).**


**There were no comments by the General Public.**

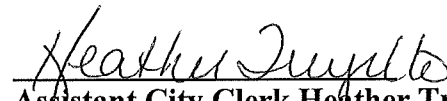
15. **Adjournment.**  
**(Possible Action Item)**

**Councilperson Cameron Kinney made a motion to adjourn. Councilperson Margaret Johnston seconded the motion. Mayor Dana Holbrook adjourned the meeting at 7:50 p.m.**

**Approved:**

**Attest:**

  
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**Mayor Dana Holbrook**

  
\_\_\_\_\_  
**Assistant City Clerk Heather Trujillo**