

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

**March 11, 2020
7:00 pm**

Call to Order and Roll Call

Mayor Dana Holbrook called the regular session 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
Councilperson Margaret Johnston
Councilperson Cameron Kinney**

Council Members Absent: None.

**Staff: Madison Mahon, Carlin City Manager
LaDawn Lawson, Carlin City Clerk
Honorable Judge Teri Feasel, Carlin Municipal Court
Lt. Kevin McKinney, Acting Carlin Police Chief
Carlos Esparza, Carlin Public Works Director**

Public: No general public was present in person.

The General Public was able to live-stream the meeting by viewing it on the social media All Aboard Carlin.

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.

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)

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

- Harmon Singh owner of Carlin Chevron and C Store. He stated they had heard the City plans to make Fir Street entering the Chevron a one-way one is that true or just a rumor?
- Mayor Dana Holbrook stated that nothing had come before the council and he asked Public Works Director Carlos Esparza if he had heard of this plan.
- Carlos Esparza, Public Works, Director stated no, this was the first he had heard of it.
- Vice Mayor Lincoln Litchfield stated he had talked with Acting Police Chief Lt. Kevin McKinney of so possibilities there because of the congestion there and stuff like that, but we decided to forego that right now.

2. Council Member Updates (Non-Action Item):

A) Vice Mayor Lincoln Litchfield: PD Update, Census 2020 Update

- Vice Mayor Lincoln stated he met with Lt. Kevin McKinney today and he feels that the Lt. Kevin McKinney is doing a phenomenal job on updating the policies and Lt. Kevin McKinney has completed about 25 so far and when Lt. McKinney completes them they are ran by the City Manager and the City Attorney and when it is all done the policies will come before the council for review. They have done a lot of work and put forth a lot of effort into organizing the evidence vault and all of the evidence. Lt. McKinney is also working with the officers on timely reporting and things seem to be going smoothly.
- Vice Mayor Lincoln Litchfield stated the Census 2020 count must be accurate because each person counted is worth about \$1,600. It comes out to \$700 billion which about 13% of budget is dictated by the census so that is why it is so important to have an accurate count. April 1st is census day, and on March 12th, you should be receiving something in the mail telling you how to do the census. The more people that do the census online the less it will cost the federal government to do the census. Right now, they have about \$111.00 per person set aside to do the census in case they need to send out a census worker. So, everyone who does it online, it will cut the amount back, this will minimize the effect it has on the federal government. Starting March 1st, they

will be counting all the homeless, by visiting soup kitchen, night resorts, the registered camps, and count all the people to get an accurate count of the homeless people in America. Then April 1st everyone in your home should be counted as your total, so let's say you are married and your wife is pregnant and she has the baby April 1st, the baby should not technically be counted. Let's say you have a person staying in your home most of the year and he/she isn't there on April 1st, they don't count. There is some confusion there but it is anyone who is under your roof on April 1st should be counted for your household. On April 1st the census workers will start to visit colleges, retirement centers and large collections of people to start to count all those people. May to July the census workers will start to visit homes that have not responded. According to the laws in December the official count is given to the President and Congress and they make the official count know in March of the following year so in March 2021 we will know what our count is official. Temporary jobs, if you are interested you can go to 2020 Census.gov and follow a link for a temporary job. It comes down to approximately \$1,600 per person, funding that can be used for infrastructure projects, medicare, and other government programs. The census takes about ten (10) minutes to do, it is pretty cut and dried. The citizenship question has been taken off the questionnaire. So whether you are here legally or illegally because every person draws on the resources of America so if everyone is counted you have a fair representation of what the impact is of our local area.

- Mayor Dana Holbrook stated that everyone should make sure they are talking about it. We want to get everyone counted in Carlin. We are a small community so every person needs to be counted.

3. Farr West Engineering Task Order 03 (For Possible Action):

- A) Review, discussion, and possible approval of Task Order 03 following a presentation from Lucas Tipton, Farr West Engineering, and all related matters.

Lucas Tipton, Farr West Engineering, gave a presentation of the need for a rate study of the water and sewer fees. With the aging systems of the City it is important to do a rate study and we will need the study completed to assist us with the kind of loan, grant, or other possible funding to help with the renovations of the City's systems. Mr. Tipton showed the Council several options and the final results of each possible scenario. Mr. Tipton explained the need for prioritizing the projects. This is one more vital step to improving the systems.

Motion:

Vice Mayor Lincoln Litchfield made a motion to approve Task Order 03 from Lucas Tipton, Farr West Engineering, to be brought back on the schedule that

you have laid out for us. Councilperson Pam Griswold seconded the motion. Motion Carried.

4. City Attorney Reappointment (For Possible Action):

- A) Review, discussion and possible approval of a recommendation to appoint Lauren Landa, of Goicoechea & DiGrazia, Coyle & Stanton, Ltd., as City Attorney for the City of Carlin, and authorization of attorneys in said firm to act as deputy city attorneys, and all related matters.
- City Manager Madison Mahon stated she had asked Lauren Landa if she would be willing to forego coming to this meeting and opt into coming to our next meeting because we are planning on having an attorney meeting. So out of respect for our budget and time, I asked her to come next time on the 25th to discuss attorney issues at that time. I would ask that you table this item and it was not her decision not to come tonight, I asked her not to come so we could use her time more valuable.

Motion:

Councilperson Cameron Kinney move to table the approval of a recommendation to appoint Lauren Landa, of Goicoechea & DiGrazia, Coyle & Stanton, Ltd., as City Attorney for the City of Carlin. Vice Mayor Lincoln Litchfield seconded the motion. Motion Carried.

5. Liquor License Application (For Possible Action):

- A) Review, discussion, and possible approval of a Fraternal, Social, and Civic Club Liquor License for Carlin Friends of the Library, and all related matters.

Motion:

Vice Mayor Lincoln Litchfield made a motion for approval of a Fraternal, Social, and Civic Club Liquor License for Carlin Friends of the Library, for the year of 2020, end date would be March 1, 2021. Councilperson Pam Griswold seconded the motion. Motion Carried.

6. Variance Request for Carlin Equestrian Park (For Possible Action):

- A) Review, discussion, and possible approval of a variance request from the Equestrian Park. The variance request is for a possible ATV/UTV event hosted by the Carlin Equestrian Park.

Motion:

Vice Mayor Lincoln Litchfield made a motion to table the possible ATV/UTV event hosted by the Carlin Equestrian Park. Councilperson Cameron Kinney seconded the motion. Motion Carried.

7. Repair Request for Carlin Equestrian Park (For Possible Action):

- A) Review, discussion, and possible approval of a repair request for the Mining Interpretive Center restroom, and all related matters.

Motion:

Vice Mayor Lincoln Litchfield made a motion to table the repair request for the Mining Interpretive Center restroom, and all related matters. Councilperson Cameron Kinney seconded the motion. Motion Carried.

8. Temporary Special Event Water Use Application (For Possible Action):

- A) Review, discussion, and possible approval of Gold Rush MX Park's application for a temporary use of water, and all related matters.

Motion:

Vice Mayor Litchfield made a motion to approve the Gold Rush MX Park's application for a temporary use of water, at the hydrant by the Equestrian Center. Councilperson Pam Griswold seconded the motion. Motion Carried.

9. Extension for Property Removal (For Possible Action):

- A) Review, discussion, and possible approval for a six-month extension request from the property owners at Parcel # 002-280-007 to remove the recreational vehicle located on the property, and all related matters.

Motion:

Vice Mayor Lincoln Litchfield made a motion to table an extension for property removal on Parcel #002-280-007 to our next schedule meeting which is March 25, 2020, to remove the recreation vehicle. Councilperson Cameron Kinney seconded the motion. Motion Carried.

10. Nevada Gold Mines Lease Agreement Extension (For Possible Action):

- A) Review, discussion, and possible approval of an extension to allow staff to continue to negotiate lease agreement terms with Nevada Gold Mines, and all related matters.

Motion:

Vice Mayor Lincoln Litchfield made a motion to approve an extension for eight (8) months to allow staff to continue to negotiate lease agreement terms with Nevada Gold Mines for improvements. Councilperson Cameron Kinney seconded the motion. Motion Carried.

11. City of Carlin 2020-2021 Budgeted Expenses (For Possible Action):

- A) Review, discussion, and possible approval of the City of Carlin Budgeted Expenses for FY 2020-2021, in preparation for the Tentative Budget, and all related matters.

- Public Works-Streets 10-61-110 – 10-60-700, \$356,307.61
- Public Works-Cemetery 10-64-110 – 10-64-700, \$75,138.55
- Public Works-Parks 10-64-110 – 10-65-703, \$75,138.55
- Public Works-Building Department 10-79-350, \$103,889.71
- Public Works-Building Maintenance 10-79-445, \$100,000.00
- Public Works-Fuel 10-79-626, \$40,000.00
- Public Works-Water Department 50-71-110 – 50-71-700, \$319,400.00

- Public Works-Garbage Department 50-72-650, \$88,500.00
 - Public Works-Sewer Department 50-73-110 – 50-73-700, \$369,300.00
 - Public Works-Other Expenses 50-79-310 – 50-79-445, \$280,500.00
 - Fire Department, 10-55-110 – 10-55-700, \$219,500.00
 - Police Department, Animal Control, 10-56-110 – 10-53-615, \$59,500.00
 - Police Department, 10-54-110 – 10-54-700, \$780,158.00
 - Police Department, Forfeitures, 54-30-100 – 54-40-900, \$22,000.00
 - Administration, 10-45-110 – 10-45-700, \$310,050.00
- **No Action was taken on this Item.**

12. APPROVAL of Expenditures (For Possible Action):

- A) Review, discussion, and possible approval of City expenditures for the period 02/22/2020-03/06/2020, and all other matters related thereto. The expenditure list is available for public inspection at the Carlin Administration Building, 151 S. 8th Street, Carlin, Nevada.

Motion:

Councilperson Cameron Kinney moved to approve the City expenditures for the period of 02/22/2020-03/06/2020. Vice Mayor Lincoln Litchfield seconded the motion. Motion Carried.

13. APPROVAL of Minutes (For Possible Action):

- A) Review, discussion, and possible approval of the Carlin City Council Regular Meeting Minutes for February 12, 2020, and all other matters related thereto. Draft minutes are available for public inspection at the Carlin Administration Building, 151 S. 8th Street, Carlin, Nevada.

Motion:

Councilperson Cameron Kinney moved to approve the Carlin City Council Regular Meeting Minutes for February 12, 2020. Councilperson Pam Griswold seconded the motion. Motion Carried.

14. PUBLIC COMMENTS: (Non-Action Item)

- A) 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.

- **No Public Comment.**

15. Adjournment (For Possible Action):

Motion:

Councilperson Cameron Kinney moved to adjourn the Carlin City Council meeting. Councilperson Pam Griswold seconded the motion. Mayor Dana Holbrook adjourned the meeting at 9:06 p.m.

Approved:

Attest:



Mayor Dana Holbrook



LaDawn Lawson, Carlin City Clerk