

PUBLIC MEETING NOTICE


The Carlin City Council, City of Carlin, State of Nevada, will conduct a **Regular** meeting on **June 12, 2019**, at the Carlin Municipal Court Meeting Room, 101 South Eighth Street, Carlin, Nevada, 89822, and beginning at **7:00 pm**.

Attached, with this Notice, is the Agenda for the City Council Meeting. We are pleased to make reasonable accommodations for members of the public who are disabled and wish to attend the meeting. If special arrangements are necessary, please notify LaDawn Lawson, City Clerk, in writing at PO Box 787, Carlin, Nevada 89822 or by telephoning 775-754-6354.

In accordance with Federal law and U.S. Department of Agriculture policy, the City of Carlin is prohibited from discriminating on the basis of race, color, national origin, sex, religion, age, disability. To file a complaint of discrimination write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W. Washington, D.C. 20250-9410 or call (800) 795-3272 (voice) or (202) 720-6382 (TDD).

Notice of the meeting was posted at the following Carlin locations:

- Carlin City Hall – 101 South Eighth Street
- Carlin Senior Citizen Center – 320 Chestnut Street
- Owen's Ace Hardware – 924 Bush Street
- Wells Rural Electric Company – 1322 Chestnut Street
- City of Carlin Website
- Public Works Shop – 810 Oak Street
- State of Nevada Public Notice Website



LaDawn Lawson, Carlin City Clerk

Agenda prepared by Interim City Manager Kristin A. McQueary.

Posted on or before the 7th day of June, 2019.

The City of Carlin is an equal opportunity employer and provider.

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

**June 12, 2019
7:00 pm**

The public may address the Board on agenda items as they are reviewed, at the discretion of the presiding officer or during the time reserved for Comments by the General Public, after being recognized by the presiding officer. The Public and all persons addressing the Board must abide by the requirements of the Carlin Municipal Code 1-6-11, detailed at the Public Comment section of this agenda.

Note: The Mayor or Vice Mayor Reserves the Right to Change the Order of the Agenda. Additionally, the Council may, by majority vote, combine two or more agenda items for consideration or may remove any item from the agenda or delay consideration to a future City Council Agenda.

Call to Order and Roll Call

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.**

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

Mayor Dana Holbrook

*Report on June 10, 2019, NDF Honor Camp Crew Meeting.

Vice Mayor Lincoln Litchfield:

- * Reporting on Title 3, Zoning.
- * Reporting on Memorial Day Services

Council Member Margaret Johnston:

- * Reporting on the Uses of the City Buildings and the creation of a Beautification Committee.
- * Reporting on Dedication of the Carlin 13 Memorial Plaque on July 4, 2019.
- * Reporting on Carlin Clean Up, June 8-16.

Council Member Pam Griswold

- * Reporting on Parks and Recreation meeting on June 11, 2019.

Council Member Cameron Kinney

3. Old Catholic Church (For Possible Action):

Discussion and possible action on how to handle the repairs and restoration of the building, the Old Catholic Church located at 923 Main Street, aka APN 002-193-004. What is the expected use of the building? Is the City in the best position to apply for grants and manage the project? A private non-profit entity or a government entity can apply for grants through the Commission for Cultural Centers and Historic Preservation.

Rebecca Palmer of Nevada State Historic Preservation Office said next grant cycle will start accepting letters of intent in August. The letter should include who is applying, what the plan is for rehabilitation, what is the significance of the building, how old the building is, what the use of the building will be. To qualify for this grant, the building must be eligible for registry on the historic buildings.

The deed to the City of Carlin is pending through Elko County and/or Elko County Treasurer.

4. City Manager (For Possible Action):

Madison Mahon, new City Manager, will start June 19, 2019. Department Heads and employees are invited to meet Ms. Mahon on June 19, 2019, in the morning of June 19, 2019, at the Carlin Administration Building.

5. Ambulance Billing (For Possible Action):

Discussion and review of electronic lock boxes to use with Medical Management Services, Inc., dba irismedical Billing. The Interim City Manager suggests using Nevada State Bank because of the established relationship between the bank and the City. It is unknown at this time how many documents will need to be scanned into the lock box.

6. Friends of the Library (For Possible Action):

Discussion and possible approval of adding the new Friends of the Library building (Old Post Office, 372 8th Street, Carlin) to the City's insurance. The Friends of the Library

will pay any additional premium, if required by the insurance pool. Leah Gregory from Gregory Insurance is working on the quote for the premium.

7. PUBLIC WORKS (For Possible Action):

Review, discussion and possible award of a change order for the 2019 Carlin Chip Seal Project, PWP No. EL-2019-139. Sierra Nevada Construction will honor the original unit price for an additional 38,000 square yards of chip sealing. Project engineer Chris Woster of Farr West Engineering recommends approval of the \$96,191.00 change order.

8. Resolution 2019-02 (For Possible Action):

Discussion and possible approval of Resolution 2019-02, a Resolution of the City Council of the City of Carlin, Nevada Providing for the Transfer of the City's 2019 Private Activity Bond Volume Cap to the Nevada Rural Housing Authority; and Other Matters Related Thereto. A full copy of Resolution 2019-02 is available for public inspection at the Carlin Administration Building, 151 S.8th Street, Carlin, Nevada.

The Nevada Rural Housing Authority is requesting the City transfer its 2019 Bond Cap of \$136,142.05 to the Nevada Rural Housing Authority for use in its Single Family Program. A representative of Nevada Rural Housing Authority will be present to explain the program.

9. Carlin Equestrian Park Cost Share Request (For Possible Action):

Review and consideration and possible approval of request to share in the cost of moving a vault toilet from the Mining Interpretive Center to the Carlin Equestrian Park. The estimated cost is \$1,800. Carlin Equestrian Park received a quote from Sterling Crane. Does the quote include excavation and refilling? If the City Council decides to participate, from what budget line item will this be taken from?

10. Joint Venture Consent to Transfer Lease (For Possible Action):

Discussion and consideration and possible approval of Newmont Goldcorp's request for written consent to transfer its lease/agreement with the City of Carlin to the Joint Venture. The Joint Venture will assume the duties and obligations under the Lease/Agreement with the City of Carlin. The letter requesting the consent needs to be signed and sent and faxed back.

11. Technology Upgrade for City Council (For Possible Action):

Discussion and consideration of directing the City Manager to work with the City's IT support company to come up with a recommendation possible purchase for city-owned tablets/mini-laptops/Ipad computers for Council member use for City business. The Council members should also be assigned city email addresses for the conduct of city business. The use of technology will allow the easier transmittal agendas, and agenda support materials; will allow council members to consolidate project information in one area; and keep important laws, codes, and regulations readily accessible. The IT specialist needs to be part of the process, as there may be a couple of minor server and network

issues to be upgraded. Use of electronic document management should save on paper, printer/copier ink and make document storage and retrieval easier.

12. APPROVAL of MINUTES (For Possible Action):

- A) Review, discussion, and possible approval of the Carlin City Council Special Meeting Minutes, for April 30, 2019, and all other matters related thereto. Draft minutes are available for public inspection at the Carlin Administration Building, 151 S. 8th Street, Carlin, Nevada.
- B) Review, discussion, and possible approval of the Carlin City Council Regular Meeting Minutes, for May 8, 2019, and all other matters related thereto. Draft minutes are available for public inspection at the Carlin Administration Building, 151 S. 8th Street, Carlin, Nevada.

13. APPROVAL of Expenditures (For Possible Action):

- A) Review, discussion and possible approval of City expenditures for the period 05/18/2019 to 06/07/2019, 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.
- B) Review, discussion and possible approval of Purchase Order for six (6) sets of turn outs the Carlin City Fire Department in the amount of \$10,920.00 from Curtis Tool. This comes from capital outlay.

14. PUBLIC COMMENTS: (Non-Action Item)

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15. Adjournment (For Possible Action):