

**CARLIN CITY COUNCIL
CITY OF CARLIN STATE OF NEVADA
REGULAR MEETING
CARLIN MUNICIPAL COURT ROOM
101 SOUTH 8th STREET
CARLIN, NEVADA**

April 12, 2017

7:00 P.M.

Call to Order and Roll Call:

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

Council Members Present: Mayor Dana D. Holbrook
Councilperson Margaret Johnston
Councilperson Pam Griswold
Councilperson Sabra Esparza

Council Members Absent: Vice Mayor Lincoln Litchfield

Staff: David Jones (City Manager), Heather Trujillo (Assistant City Clerk), Dennis Fobes (Police Chief), Lila Sexton (Code Enforcement/Animal Control) Carlos Esparza (Public Works Director), Ella Trujillo (Carlin Senior Center Director), Linda Bingaman (Fire Chief), Michael Abrams (Assistant Fire Chief), Lauren Landa (City Attorney)

(Pledge of Allegiance)

Public: Bobbie White, Bill White, Bob Demars, Judy Teel, Russell Nethery, Loren Doxey, Bob Smithson, Iris Hernandez, County Commissioner Cliff Eklund, Fred Montes de Oca, Jon Gift Sr.,

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 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 discretion of the City in accordance with applicable law and identified as in action. **(Non-Action Item)**
 - A. Bobbie White: I would like to address the City Council. I put in a request to be on the agenda and I was ignored. Mayor Holbrook advised her there is a form required and it is available at City Hall. Bobbie White stated she did turn in a request. Mayor Holbrook stated he would look into it.
 - B. Bob Demars representing the citizens of Carlin: Spoke concerning the house on 214 Ash Street that burned in November 2016. House is abandoned. Owner is incarcerated. It is two houses from his. He has spoken to the renters and they are trying to clean it up. He and his neighbors have offered to help with the cleanup.

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

A. Councilperson Pamela Griswold:

- a. Reported on the RTC meeting she attended. Carlin should expect about \$200,000 from them for future projects. The State Senate has proposed up to a 5 cent tax on diesel. Contact your representatives if you are in favor of this. Outlying areas will want this tax because they have the truck stops. We need to fight for a share of this tax.
- b. Park & Recreation Board has lots of events planned. Sho'n'Shine is in the works and volunteers are needed.
- c. Senior Center is doing great. Good meals and decorations. Ella Trujillo doing a great job. Come up for a meal.

B. Councilperson Sabra Esparza:

- a. Met with the Fire Chief Linda Bingaman and they discussed a new contract with the LLC. They are working on it.

3. Staff Reports: **(Non-Action Item)**.

A. None

4. Department Reports: **(Non-Action Item)**

A. City Clerks Report: None

B. Police Department: Police Chief Dennis Fobes reported on the statistics for March.

- a. 123 traffic stops
- b. 76 dog calls
- c. 30 enforcement calls
- d. 22 paper services
- e. 7 accidents
- f. 38 follow up reports
- g. 20 for suspicious activity
- h. 45 business checks
- i. 37 agency assists
- j. 50 citations
- k. 17 arrests
- l. Types of arrests were 6 warrants, 5 obstruction of justice, 1 trespass, 2 driving suspended or dui revoked, 2 dui and 1 domestic.
- m. Citations from Jan. 1, 2017-March 30, 2017 were 107 and arrests were 43.

5. Board Reports: **(Non-Action Item)**

None

6. **Public Comment may be taken prior to any Discussion Being Taken by the Council: Review,** discussion and possible approval of a request to raise the suggested donation amount for the meal at the Senior Center from \$2.50 to \$3.00 per person over the age of 60 and a \$5.00 fee for the anyone under the age of 60 i.e. (guest) and all related matters. **(Possible Action Item)**

A. Senior Center Director Ella Trujillo stated that she has researched what other towns are

paying and Elko and Wells both charge \$3.00 and Eureka charges \$2.00. The Participants Board supports the increase. The actual cost of the meal is closer to \$12.00.

- B. Councilperson Pam Griswold motions to approve a request to increase the suggested donation amount for the meal at the Carlin Senior Center from \$2.50 to \$3.00 per person over the age of 60 and a \$5.00 fee for anyone under the age of 60 i.e. (guest).**
- C. Councilperson Margaret Johnston seconds the motion.**
- D. Motion Carried 4-0**

7. Public Comment may be taken prior to any Discussion Being Taken by the Council:

Review, discussion and possible approval of a request submitted by Robert (Bob) Smithson to become an appointed member of the City of Carlin Planning Commission and all related matters. **(Possible Action Item)**

- A. City Attorney Lauren Landa stated we have a form NRS 241.033 on record for Mr. Smithson.
- B. Councilperson Pam Griswold motions to approve Robert (Bob) Smithson to become an appointed member of the City of Carlin Planning Commission.**
- C. Councilperson Sabra Esparza seconds the motion.**
- D. Motion Carries 4-0**

8. 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)**

- A. Discussion was held on how the water billing for the motor cross should be calculated.
- B. Robert Demars would like to fill from the fire hydrant with no meter. He cannot use the bulk water station because his water truck is unlicensed and the bulk water rate is too high for him.
- C. City Manager David Jones reads into the record Lincoln Litchfield's comments that the track brings in a lot of people and Robert Demars does a good job.
- D. Attorney Lauren Landa stated that she would have to research our water code and see if the council has the power to charge him a different rate. She will also have to look at his contract. She advises the council to table this item.
- E. Councilperson Pam Griswold motions to table the 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.**
- F. Councilperson Sabra Esparza seconds the motion.**
- G. Motion passes 4-0.**

9. Public Comment may be taken prior to any Discussion Being Taken by the Council:

Review, discussion, and possible approval to accept the lowest responsive bid for a street sweeper for \$131,235 from H & E Equipment and all related matters. **(Possible Action Item)**

- A. Councilperson Sabra Esparza acknowledges she has a conflict because her husband is the Public Works Directors but she feels she can be objective on the matter.

- B. City Manager David Jones stated the city received 3 bids. H& E Equipment \$131,235.00, MME \$143,150.00, and Metroquip \$171,836.52. All were responsive. All the bids were over the budgeted amount but Public Works Director Carlos Esparza will use some of his street repair funds to make up the difference.
- C. Discussion was held on the warranty and whether the machine was new or a demo. All bids met the standards of the bid packet.
- D. **Councilperson Margaret Johnston motioned to approve the lowest responsive bid form H & E Equipment in the amount of \$131,235.00.**
- E. **Councilperson Sabra Esparza seconds the motion.**
- F. **Motion passes 4-0.**

10. **Public Comment may be taken prior to any Discussion Being Taken by the Council:** 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)**

- A. Councilperson Sabra Esparza acknowledges she has a conflict because her husband is the Public Works Directors but she feels she can be objective on the matter.
- B. Public Works Director Carlos Esparza stated that it has fallen on City staff to do the work of the cleanup. There are few volunteers. He would like to limit staff and just provide the free dumpster.
- C. After discussing the pro and cons of the cleanup, the Council suggested city staff concentrate on cleaning up city property and helping at the transfer station. There is no need to go through the alleys.
- D. **Councilperson Sabra Esparza motioned to designate June 5 to June 10, 2017 as clean up week. Motion dies for lack of a second.**
- E. **Councilperson Sabra Esparza motioned to designate June 1 to June 8, 2017 as clean up week.**
- F. **Councilperson Margaret Johnston seconded the motion.**
- G. **Motion passes 4-0.**

11. **Public Comment may be taken prior to any Discussion Being Taken by the Council:** Review, discussion, and possible direction to staff to possibly set dates to open the Public Works yard possibly two Saturdays per month to allow the access to the Dumpster and the roles and responsibilities the City Staff who will participate in this event, and all related matters. **(Possible Action Item)**

- A. Councilperson Sabra Esparza acknowledges she has a conflict because her husband is the Public Works Directors but she feels she can be objective on the matter.
- B. Discussion was held on keeping the transfer station open on Saturdays. There are volunteers but public works employees must be offered the work per union contract. Staff will work on a future schedule.
- C. **Councilperson Pam Griswold made a motion to approve directing staff to have the transfer station open 2 Saturdays per month.**
- D. **Councilperson Sabra Esparza seconded the motion.**
- E. **Motion passes 4-0.**

12. **Public Comment may be taken prior to any Discussion Being Taken by the Council:** Review, discussion, and possible approval to amend the Bylaw's for the Carlin Equestrian Park Committee, Article II – “In the event the Committee membership falls below the required three (3) members for a quorum the City Council shall appoint replacement members directly to fill the vacancies” and all related matters. **(Possible Action Item)**
 - A. **Councilperson Pam Griswold makes a motion to approve directing staff to amend the Bylaw's for the Carlin Equestrian Park Committee, to say the following. Article II shall now read-“In the event the Committee membership falls below the required three (3) member for a quorum the City Council shall appoint replacement members directly to fill the vacancies”.**
 - B. **Councilperson Margaret Johnston seconded the motion.**
 - C. **Motion passes 4-0.**

13. **Public Comment may be taken prior to any Discussion Being Taken by the Council:** Review, discussion and possible direction to staff regarding revenues and expenditures for all departments and preparation of the City of Carlin's budget for Fiscal Year 2017 – 2018 and all related matters. **(Possible Action Item)**
 - A. Discussion was held on several of the Budget funds.
 - B. **No Action was taken.**

14. **Public Comment will be taken prior to any Action Being Taken by the Council:** Review, discussion, and possible approval of the minutes from 2/8/2017 and all related matters. **(Possible Action Item)**
 - A. **Councilperson Sabra Esparza make a motion to approve the minutes for 02/08/2017.**
 - B. **Councilperson Pam Griswold seconds the motion.**
 - C. **Motion passes 4-0.**

15. **Public Comment will be taken prior to any Action Being Taken by the Council:** Review, discussion, and possible approval of the minutes from 2/22/2017 and all related matters. **(Possible Action Item)**
 - A. **Councilperson Pam Griswold motion to approve the minutes for 02/22/2017.**
 - B. **Councilperson Margaret Johnston seconds the motion.**
 - C. **Motion Passes 4-0.**

16. **Public Comment may be taken prior to any Discussion Being Taken by the Council:** Review, discussion and possible approval of City expenditures for the period 3/18/2017 to 4/7/2017 and all related matters.
 - A. Councilperson Sabra Esparza discloses that her step daughter works for Fastenal and some of those items are on the expenditures. I will abstain from voting.
 - B. **Councilperson Pam Griswold to approve the City expenditures for the period 03/18/2017 to 04/07/2017.**

- C. **Councilperson Margaret Johnston seconds the motion.**
- D. **Motion passes 3-0 with Councilperson Sabra Esparza abstaining.**

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)**

- A. Jon Gift Sr. spoke about Bob Demars and how he brings business to the community. He helps everyone. Is it possible that we can give him water? The city needs to help him.

18. Adjournment. (Possible Action Item)

- A. **Councilperson Margaret Johnston motioned to adjourn the meeting.**
- B. **Councilperson Sabra Esparza seconded the motion.**
- C. **Motion passes 4-0 and the meeting adjourned at 9:13.**

Approved:

Attest:

Mayor Dana Holbrook

Assistant City Clerk Heather Trujillo