

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

**June 28, 2017
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 Sabra Esparza
Councilperson Pam Griswold
Councilperson Margaret Johnston

Council Members Absent:

None

Staff: LaDawn Lawson, City Clerk

Carlos Esparza, Director of Public Works

Public: Jake Donahoo, MetroQuipInc.

Fred Montes De Oca
Wren Doxey, Carlin Equestrian Park
Russell Nethery

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. Wren Doxey asked for an update on the grocery store. Mayor Dana Holbrook stated unofficially he thought they would soon have plans. Doxey asked if they could provide future updates at each meeting.

Holbrook stated they would try but they did not want to give anyone false information.

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

- a. Vice Mayor Lincoln Litchfield reported the Fourth of July events would start at the traditional times and places. Litchfield stated he was looking for a color guard. Litchfield stated Public Works would be setting up tents. Public Works Director Carlos Esparza stated he had not heard from anyone about setting up tents nor what else was needed. Carlos Esparza stated he would talk to Ellen Meshefski about what is required. Litchfield stated the Victory Garden has been put on hold because it is too hot. Litchfield stated they are looking for some lumber for the garden.
- b. Councilperson Pam Griswold stated she asked Lyndsie at Public Works for information about what the City uses the Conservation Crew for because a lot of citizens do not know what they do. Griswold stated recently they pulled weeds, took down beaver dams, helped with Carlin Clean-up, and are currently helping to fight fires. Griswold stated she would like to see them working on the City right-of-ways and working on thistles. Carlos Esparza stated they had almost finished with the right-of-ways. Carlos Esparza stated he does not always have use of the Conservation Crew.
- c. Councilperson Margaret Johnston reported the Equestrian Park did not have a quorum for their last meeting but they were still working on the bid package for the concession stand. Johnston stated they have a Family Rodeo coming up on July 8th. Johnston further stated she felt she went through the budget with blinders on because she is new. Johnston stated she would like to have a budget committee set up so they could put together goals or projects. Johnston stated she wished there was some sort of guide to how the budget works and descriptions of city projects that are currently in progress. Johnston stated the League of Cities has something called best budget practices and she said it was really helpful. Vice Mayor Lincoln Litchfield stated the City Manager does get together with the Departments Heads prior to the budget meetings in order to find out what each Department needs and Johnston could attend those meetings. Johnston stated she asked to attend but was not informed of when or where the meetings would happen. Litchfield stated he did not think Johnston's idea was bad but it would be one more burden. Mayor Dana Holbrook stated he thought it would be a very good idea for those running for Council or new Council members.

3. Staff Reports (Non-Action Item):

None

4. Department Reports (Non-Action Item):

None

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 to join HGACBuy (Houston Galveston Area Council), a purchasing website through a political subdivision of the State of Texas, pursuant to NRS 332.195, Joinder or Mutual use of contracts, and execute the Interlocal Agreement related thereto, and all related matters. (Possible Action Item)

- a. Mayor Dana Holbrook stated HCACBuy is a website where the City can purchase things like police vehicles. The company goes in and checks all the prices. The company has the States' approval so instead of the City having to go out and get bids from all the different companies, the company does the work and gets the cheapest price. Holbrook stated the website had been reviewed by the lawyers and anything bought through the website would not have to be put out to bid.
- b. Jake Donahoo stated the Houston Galveston Area Council is a government to government purchasing program where the competitive process has already been completed. Donahoo stated the specifications are prepared by them and they collect all the bids. Donahoo stated they had been in business for 40 years. Donahoo stated the durapatch machine the City is thinking of buying is available on the website.
- c. Councilperson Pam Griswold asked if it costs to join. Mayor Dana Holbrook stated no.
- d. Councilperson Sabra Esparza asked how many departments would be purchasing through the website. Mayor Dana Holbrook stated all the departments could use it.
- e. Councilperson Margaret Johnston stated she would like to look at other websites like this one which are closer than Texas.
- f. Vice Mayor Lincoln Litchfield stated the City of Elko and Elko County are already members. Litchfield further stated it would create another avenue for purchasing and save time.
- g. Councilperson Sabra Esparza noted it does not cost any money.

Vice Mayor Lincoln Litchfield moved to approve to join HGABuy (Houston Galveston Area Council), a purchasing website through a political subdivision of the State of Texas, pursuant to NRS 332.195, Joinder or Mutual use of contracts, and execute the Interlocal Agreement related thereto, and all related matters. Councilperson Sabra Esparza seconded the motion. Councilperson Margaret Johnston voted against the motion. The motion passed.

7. Public Comment may be taken prior to any Discussion Being Taken by the Council: Review, discussion, and possible approval of and direction to staff to take necessary actions to purchase Durapatch Machine 125DJTP2 (pothole repair machine) from a shared government contract from HGABuy,

in the amount of \$73,935.00 for the Public Works Department. (Possible Action Item)

- a. Councilperson Sabra Esparza stated she must disclose that her husband is the Director of Public Works and she does not believe the decision will benefit her or her husband personally and therefore will be participating in the discussion and the vote.
- b. Vice Mayor Lincoln Litchfield asked what happens when such a patch done by a durapatch machine is swept with a street sweeper. Jeff Donahoo, with MetroQuipInc., stated the manufacturer has had tests done and that 95% of the patches are still in place after 5 years. Litchfield asked if the durapatch machine has been used previously. Carlos Esparza stated they used it 6 years prior on Cedar Street and the patch is still in place. Carlos Esparza further stated they are currently renting the machine for the summer and he has been very impressed with it. Mayor Dana Holbrook stated he has also watched this machine in action and was also very impressed with the speed. Carlos Esparza stated it is not a miracle machine and there are some streets that it cannot fix. Carlos Esparza stated he thought it would buy them at least 6 years.
- c. Councilperson Margaret Johnston asked how much it costs to rent the machine they were using now. Carlos Esparza stated it costs \$5,000 per month. Councilperson Pam Griswold asked how long they were planning on renting the machine. Carlos Esparza stated 4 months and that the materials they must purchase to run the machine are cheaper than the QRP they used before. Carlos Esparza further stated they can use the machine so long as the ground isn't frozen. Further discussion was held regarding the cost difference between the old method and the durapatch machine. It was determined that the cost and manpower would be less.
- d. Councilperson Margaret Johnston asked about a different machine which she believes only requires one person to operate. Jake Donahoo stated they do have that machine but he did not know the exact cost.
- e. Vice Mayor Lincoln Litchfield asked Carlos Esparza how many people it takes to patch with the traditional QRP. Carlos Esparza stated it takes 4 people versus the 2 people the durapatch machine requires. Mayor Dana Holbrook stated he thought it was good they were trying the machine out and stated they have the money budgeted in the current year to purchase the machine but they do not have the money budgeted for the next year.
- f. Councilperson Margaret Johnston stated her research shows the augur wears out and asked whether there is a machine that does not have an augur. Johnston stated this was the only negative she could find. Jake Donahoo stated they all have augurs and there are wear parts. Johnston asked how much an augur costs. Donahoo stated he did not know but he could find out. Councilperson Pam Griswold asked what such a machine is leased for. Donahoo stated they do not lease the machine.
- g. Fred Montes De Oca suggested talking to others who have rented or bought the machine about whether they are happy with the machine. Montes De Oca asked how much asphalt could be purchased for \$5,000 a

month. Carlos Esparza told him they could not buy enough to do anything. Mayor Dana Holbrook stated they were already saving money with the durapatch machine. Councilperson Margaret Johnston stated the Oregon Department of Transportation says they have saved a lot of money using the durapatch machines. Carlos Esparza stated the Elko NDOT also bought one. Montes De Oca asked about the warranty. Jake Donahoo stated it was 1 year, bumper to bumper. Councilperson Pam Griswold asked if someone from their company comes to Carlin to make repairs. Donahoo stated he thought so yes. Donahoo further stated assistance could be provided to the City's mechanics for repairs.

- h. Vice Mayor Lincoln Litchfield asked Carlos Esparza how much wear he had seen on the machine in the one month they had it. Carlos Esparza replied he had seen no wear but they had been experimenting with different rock material which had caused some problems.
- i. Councilperson Margaret Johnston asked how much time it has taken them to do the almost two streets they had already completed. Carlos Esparza stated it took 3 days to do 10th Street but that was when they first started with the machine and 2.5 days on Main Street. Johnston asked how many streets they had in Carlin. Carlos Esparza replied they have 26 miles of streets. Johnston stated she hoped they could lease the machine for one month and get all the streets done. Carlos Esparza stated that would never happen because he is unable to devote the manpower to a solid month of street repair because of other duties.
- j. Mayor Dana Holbrook stated he believes they need to do something about the roads and they do not have the money to repave all the streets and leasing the machine for a couple seasons would be a waste if they eventually buy one.
- k. Councilperson Margaret Johnston asked if they purchased the machine would they be keeping the old paving equipment. Carlos Esparza stated they would need to keep most of it for curb, gutter, and sidewalk.
- l. Mayor Dana Holbrook stated he wanted to remind everyone that the durapatch machine is not for paving but is merely to patch and try to improve the streets they already have.
- m. Councilperson Pam Griswold asked Jake Donahoo if the rental of the machine includes maintenance. Donahoo stated yes it is included in the rental price.
- n. Fred Montes De Oca asked what temperature the machine is run at because it is currently pretty hot and he has seen oil seeping up through the gravel on the holes they have already patched. Jake Donahoo explained the oil changes depending on the temperature of operation. Carlos Esparza stated the oil Montes De Oca is seeing was probably the result of the learning process and getting the right ratio of gravel to oil.
- o. Wren Doxey stated he was not in favor of buying the machine. Doxey wanted to know where this money was coming from. Vice Mayor Lincoln Litchfield stated the money had been budgeted for the street sweeper this year but it would not arrive until next year so they had to budget for it in

the new fiscal year which would leave unspent money in the current year. Doxey stated he does not think the City should spend the money just because they have it leftover. Doxey stated he thinks they should get Carlos Esparza all the help they can but they did not budget for the durapatch machine specifically and should not buy it. Doxey stated the Council told everyone the budget is tight but they seem to keep finding money for stuff such as the health savings account insurance. Mayor Dana Holbrook stated the overall insurance cost went down for the City. Wren Doxey stated the City Council needs to spend the money wisely. Mayor Dana Holbrook stated he believes the roads are a priority for the City. Mayor Dana Holbrook stated he believes purchasing rather than renting the machine is a better value for the City of Carlin. Wren Doxey stated the machine will not be properly maintained if it is purchased to just sit most of the year and felt the depreciation is not worth the cost of the machine.

- p. Councilperson Pam Griswold asked Jake Donahoo whether the overall cost of the machine has increased, decreased, or stayed the same over the years. Donahoo stated there have been cost increases but nothing significant. Donahoo further stated after making an inquiry that there are no augurs on this particular machine. Donahoo stated the Spring Creek Housing Association bought such a machine four years prior and would be a good reference.
- q. Russell Nethery stated the machine is only patching the road and they are so far gone and the crap done on the surface is just hiding the real problems under the street. Mayor Dana Holbrook stated they are working on it and Councilperson Margaret Johnston stated the survey should be completed in a couple months. Mayor Dana Holbrook stated he realized there are serious problems under the roads but they still have to drive on them. Nethery stated the roads need to be ripped open, compacted again, and repaved. Nethery stated the roads have been forgotten and that is pretty piss poor. Nethery further reported the other side of town across old 40 has been completely forgotten and they do not even have adequate water. Nethery further stated he had argued with every city manager for 25 years and he has 29 pounds of water pressure. Mayor Dana Holbrook stated he wished he could say they had millions of dollars to spend on the streets but they don't. Russell Nethery stated the machine is not going to fix everything and they would only fix the streets in the main part of town. Nethery asked how many grants they have applied for when the governor is trying to give money away for infrastructure repair.
- r. Councilperson Pam Griswold asked how many more months Carlos Esparza would be able to use the machine. Carlos Esparza stated he hoped for 2 or 3 more months but it all depends on the weather. Mayor Dana Holbrook stated that was another reason for buying the machine because they would be able to take advantage of mild weather in the late fall and early spring if they purchased the machine.
- s. Wren Doxey stated all the City Council is doing is trying to put a band aid

on the problem. Mayor Dana Holbrook stated he has no doubt that is what they are trying to do and he would love to spend millions to repave all the streets but they cannot do that. Doxey stated if the City has extra money to spend then they should have Carlos Esparza spend it on maintaining the streets. Mayor Dana Holbrook stated that is why he is such an advocate for curb, gutter, and sidewalk because it helps maintain the streets.

- t. Vice Mayor Lincoln Litchfield stated this is the same problem that every small town in America has. Litchfield stated no town has ever put money into maintenance of the infrastructure and they are now dealing with the consequences of their forefathers. Litchfield stated they would love to fix the roads but they cannot do that now. Litchfield stated that all they can pay for now is a band aid.
- u. Wren Doxey stated the machine should be rented and the excess money be used to hire another employee so Carlos Esparza could get full use out of the machine during the short patching season so it isn't just sitting there. Doxey further stated Carlos Esparza doesn't have the people to do their job because they are putting up tents down at the park. Doxey stated the Council should be taking vacations from their job to put up tents as he does for the Equestrian Park. Doxey stated they need to start helping out and be part of the solution, not the problem.
- v. Councilperson Margaret Johnston stated she would like to see them rent the machine for this summer and see exactly how much can be done. Johnston stated it would be best if they could get two guys to do it for another month and get a good idea of how much they can get accomplished. Johnston stated she loves the machine and thinks it is a great idea but they need a working knowledge of what they are capable of doing with the machine. Johnston stated if they can get everything done in a couple months then they will know whether they need to buy it or rent it. Councilperson Pam Griswold asked Carlos Esparza what percentage of time they would use the machines. Carlos Esparza stated 2-3 days a week. Carlos Esparza stated people often forget that they have 10,000 other things to do and that water and sewer comes first. Councilperson Margaret Johnston asked why he could not dedicate two employees for five days a week for one month. Carlos Esparza stated he could but the Council must be prepared to take the heat because if they do not mow the park or the cemetery they get calls. Johnston stated they have the Conservation Corps. Carlos Esparza stated they do use them when they have them and they have jobs that have to be done. Carlos Esparza stated he has only two operators that he would trust with anything serious and the rest are janitors and groundskeepers.

Vice Mayor Lincoln Litchfield made a motion to approve and direct staff to take necessary actions to purchase Durapatch Machine 125DJTP2 (pothole repair machine) from a shared government contract from HGACBuy, in the amount of \$73,935.00 for the Public Works Department. There was no second and the motion died.

No further motion was made.

No action taken.

- 8. Public Comment may be taken prior to any Discussion Being Taken by the Council: Review, discussion, and possible approval of the minutes from 5/10/2017 and all related matters. (Possible Action Item)**

Councilperson Pam Griswold made a motion to approve the minutes from 5/10/2017 and all related matters. Councilperson Margaret Johnston seconded the motion. The motion passed.

- 9. 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 of 6/10/2017 to 6/16/2017 and all related matters.**

The expenditures were not included in the packet and no further action was taken.

- 10. 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. Fred Montes De Oca stated he was watching Channel 10 news and he said AmeriCorps is in Wells doing sidewalk, curb, and gutter and that it would be a good thing to look into. Mayor Dana Holbrook stated it was a good program and they should try to apply for the program. Councilperson Pam Griswold stated the City would provide the product and the AmeriCorps volunteers would do the work.
- b. City Clerk LaDawn Lawson asked everyone to spread the word that the guy would try to spray for mosquitos again on July 2nd. Lawson further stated there is a rumor going around Carlin that there would be no fireworks and this was incorrect.

- 11. Adjournment. (Possible Action Item)**

Councilperson Sabra Esparza moved to adjourn. Vice Mayor Lincoln Litchfield seconded the motion. The motion passed. The meeting was adjourned at 8:23 p.m.

Approved:

Attest:

Mayor Dana Holbrook

City Clerk LaDawn Lawson