

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

**August 23, 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

Council Members Absent:

Councilperson Margaret Johnston

Staff: David Jones, City Manager
LaDawn Lawson, City Clerk
Carlos Esparza, Director of Public Works
Linda Bingaman, Carlin Fire Chief
Lyndsie Whigham, Public Works
Floyd Davey, Carlin Police Department

Public: Fred Montes de Oca
Amy Mealey

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).**

There was no public comment.

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

- a. Mayor Dana Holbrook stated he would like to update everyone on what had happened in Carlin over the previous weeks. Holbrook stated the softball tournaments were wrapped up and were a lot of fun. Holbrook further stated the 40th Anniversary at the Senior Center was celebrated. Holbrook further stated the Car Show and the Rodeo were held and there were a lot of volunteers. Holbrook stated the City needs to continue to encourage people to volunteer. Holbrook reiterated that the groundbreaking for Khoury's has been only postponed and the store is still happening.
- b. Vice Mayor Lincoln Litchfield stated the Planning Commission is continuing to work on Title 3 and most of the work has been completed. Litchfield stated they were working closely with the Building Inspector so further corrections will not have to be made after it reaches the City Council. Litchfield further reported the Victory Garden is coming along and they had the sign up and they received some anonymous donations of flowers. Litchfield thanked everyone for their donations and support and that he is very proud of what the Legionnaires are doing in Carlin. Councilperson Pam Griswold asked where the garden was. Vice Mayor Lincoln Litchfield stated it was located at 6th and Camp Street.
- c. Councilperson Pam Griswold stated she had attended the 40th Anniversary at the Senior Center and she would like to thank everyone who came. Griswold stated she thought about 72 people attended and the old pictures were a lot of fun.
- d. Councilperson Sabra Esparza stated she had done further research and thought separating the historical part from the tourism part was the best way to go. Councilperson Esparza stated she would work on both of them. Councilperson Esparza further stated she thought they could do more if the historical group was not a city entity but a non-profit organization. Councilperson Esparza stated she had been doing a lot of research on Historical Societies and there are a lot of grants available to save older buildings. Mayor Dana Holbrook thought it would be easier to get done if it was a private organization. Councilperson Sabra Esparza stated she would be continuing with the Historical Society as a private citizen versus a councilperson and they should be keeping an eye out for the meeting at the Senior Center.

3. Staff Reports (Non-Action Item):

- a. City Manager David Jones stated they are waiting on a Memorandum of Agreement so they could move forward with the destruction of the old Stateline Café/Hotel. Jones stated the construction company had been chosen and made a site visit. Jones further stated they are currently looking for a building diagram and it may hold up the process.

4. Department Reports (Non-Action Item):

- a. Public Works Director Carlos Esparza stated they had received the street sweeper on Wednesday and they had a couple problems with dust suppression but he hopes it will go away as they get the streets cleaned up. Mayor Dana Holbrook asked if there was a plan for how the streets would be done. Carlos Esparza stated they would be setting up barricades on the streets two days prior so cars can be moved. Carlos Esparza stated if people do not move their cars they will be towed. Mayor Dana Holbrook asked if it could be put online. Carlos Esparza stated they could put the upcoming streets online. Councilperson Pam Griswold asked how the durapatch machine was working. Carlos Esparza stated they were using it every other week but it was slow going because the roads were so bad. Carlos Esparza stated they would probably be using it until October.

5. Board Reports (Non-Action Item):

No Reports.

6. Public Comment may be taken prior to any Discussion Being Taken by the Council: Review, discussion, and possible approval to direct staff to form a committee to discuss possible activities, possible events, possible items for Carlin's sesquicentennial and to report to Council these possible findings and all related matters. (Possible Action Item).

- a. Vice Mayor Lincoln Litchfield stated he asked to put the sesquicentennial on the Agenda because it is fast approaching and nothing has happened. Litchfield stated this needs to go before the Parks and Recreation Board and the Equestrian Board for plans to celebrate. Litchfield reiterated they need to start planning as soon as possible. City Clerk LaDawn Lawson stated they have had a few ideas but no volunteers. Councilperson Pam Griswold stated all the departments should get together to create a plan. Various ideas were discussed about how to celebrate. Councilperson Sabra Esparza suggested having each Board and some Departments put forth a volunteer for the committee. Mayor Dana Holbrook stated he would like the City staff to seek out volunteers from the Boards to form a committee.

Vice Mayor Lincoln Litchfield made a motion to direct Staff to put on the various Board Agenda's a request to solicit volunteers for a Sesquicentennial Committee. Councilperson Sabra Esparza seconded 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 to direct the Carlin Planning Commission to review and possibly update the Master Plan for the City of Carlin and to submit it to the Council for approval and all related matters. (Possible Action Item).

- a. Vice Mayor Lincoln Litchfield stated the City had directed a company

\$25,000 to come up with a master plan. Vice Mayor Litchfield stated it has since sat on a shelf since 2014. Vice Mayor Litchfield stated a master plan is supposed to be a living document and must be updated so the City knows where it is going. Vice Mayor Litchfield further stated the City must find a long term way to sustain itself. Vice Mayor Litchfield stated the primary concerns of citizens were the roads, healthcare, schools, population, growth, family, and weeds. Vice Mayor Litchfield further stated that half of the respondents stated they would be willing to pay more to have the roads in good condition. Vice Mayor Litchfield stated he feels the Master Plan needs to be updated and kept at the forefront of thought when making decisions and planning for the future. Vice Mayor Litchfield stated he would like the Planning Commission to look at it as well as the City Council members.

- b. Councilperson Pam Griswold stated she has concerns with having the Planning Commission divert their attention from Title 3. Vice Mayor Lincoln Litchfield stated it does not need to be addressed by the Planning Commission immediately or at all. Councilperson Pam Griswold stated she thinks someone else should look at the Master Plan. City Manager David Jones stated the Planning Commission has taken Title 3 to the Council multiple times previously and the Council has sent it back to them. Councilperson Pam Griswold stated this is a new council and she has not seen anything on Title 3. Councilperson Griswold stated she would like to see something presented to them soon. Councilperson Pam Griswold stated one project should be finished before another is started. Mayor Dana Holbrook stated the Planning Commission is close to finishing the work on Title 3. Vice Mayor Lincoln Litchfield stated he would like to see the Council members look at the Master Plan and come back with some ideas and proposed changes. Councilperson Pam Griswold stated she would like to see Title 3 finished before they review the Master Plan. City Manager David Jones stated Title 3 would be on the City Council agenda's next month. Councilperson Pam Griswold asked to see the Title 3 revisions long before the meeting where it would be approved. Councilperson Sabra Esparza stated she did not mind taking some time to look at the Master Plan. City Clerk LaDawn Lawson stated the Master Plan and the zoning go hand in hand and must be looked at jointly. Lawson suggested they should be looked at simultaneously.

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 6/28/2017 and all related matters. (Possible Action Item).**
 - a. City Manager David Jones stated he was not present and his name should be removed from page 1.

Councilperson Sabra Esparza made a motion to approve the minutes from

6/28/2017, with corrections, and all related matters. Vice Mayor Lincoln Litchfield 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 8/5/2017 to 8/18/2017 and all related matters. (Possible Action Item).**
- a. Councilperson Pam Griswold asked what Palisade Road Base was. City Manager David Jones stated it was simply the name of the type of base they put on the roads. Councilperson Griswold further asked for clarification on the charges for attorney services. City Clerk LaDawn Lawson stated Councilperson Griswold is welcome to look at the itemized bill.
 - b. Vice Mayor Lincoln Litchfield stated he would be abstaining from voting because he works for Napa Auto Parts.
 - c. Councilperson Sabra Esparza stated there were no charges for Fastenal so she would be voting.

Councilperson Pam Griswold made a motion to approve the City expenditures for the period 8/5/2017 to 8/18/2017 and all related matters. Councilperson Sabra Esparza seconded the motion. Vice Mayor Lincoln Litchfield abstained from the vote. The motion passed.

- 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)**

There was no public comment.

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

Councilperson Sabra Esparza moved to adjourn. Councilperson Pam Griswold seconded the motion. The motion passed. The meeting was adjourned at 8:03 p.m.

Approved:

Attest:

Mayor Dana Holbrook

City Clerk LaDawn Lawson

