

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

**February 28, 2018  
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 Margaret Johnston  
Councilperson Sabra Esparza

**Council Members Absent:**

Councilperson Pam Griswold

**Staff:** David Jones, City Manager  
LaDawn Lawson, City Clerk  
Linda Bingaman, Fire Chief  
Roger Curry, Assistant Fire Chief  
Dennis Fobes, Police Chief  
Lila Sexton, Carlin Police Department  
Floyd Davey, Police Officer  
Ella Trujillo, Senior Center Director  
Lyndsie Whigham, Public Works Department

**Public:**

Tom Bingaman  
Lonny Brown  
Karla M. Jones  
Cameron Kinney  
Ronie Waddell  
Cliff Eklund  
Justin Sexton  
Mike Abrams  
Nancy Abrams

**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. County Commissioner Cliff Eklund stated the Carlin Equestrian Park would be hosting 13 events this year and they will be raffling off a commemorative Elko County handgun at the final ranch hand rodeo in August in honor of Carlin's Sesquicentennial. Commissioner Eklund stated Carlin's ranch hand rodeo is the largest ranch hand rodeo in Nevada with the exception of the rodeo finals in Winnemucca. Commissioner Eklund stated that on May 19<sup>th</sup> they are having the Elko Cancer Rodeo which helps local cancer patients with expenses during treatment. Commissioner Eklund stated they have invited several health professionals to attend so it will be like a mini health fair also. Commissioner Eklund further stated Elko County is still working with the state engineer on water rights and trying to get crews from the prison camp. Commissioner Eklund stated he would like to thank Representative Goicoechea and John Ellison for their help with that.

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

- a. Mayor Dana Holbrook stated Khourys will be having a groundbreaking on March 14<sup>th</sup> from 11 to 12:30 and everyone is invited to come show their support.
- b. Vice Mayor Lincoln Litchfield stated the Planning Board has begun to look at the map of the City to do the rezoning for Title 3 and there are some questions to the attorneys right now on different things such as who needs to get a letter. Vice Mayor Litchfield further stated that Carlos Esparza will be conducting a survey of the streets after the snow ends to see how the patches that were done last year held up. Vice Mayor Litchfield thanked Cliff Eklund for planning a sesquicentennial event.

**3. Public Comment may be taken prior to any discussion Being Taken by the Council: Review, discussion and possible approval to reappoint LaDawn Lawson as Carlin City Clerk and Carlin City Treasurer, all related matters thereto. (Possible Action Item).**

- a. Vice Mayor Lincoln Litchfield asked if the waivers had been signed. Mayor Dana Holbrook stated they were signed.
- b. Mayor Dana Holbrook stated he has worked with LaDawn a lot and she is always knowledgeable and solves his issues and problems and does a good job.
- c. Vice Mayor Lincoln Litchfield stated all of the appointed officials drop what they are doing and assist him when he goes to them which he greatly

appreciates.

**Vice Mayor Lincoln Litchfield made a motion to reappoint LaDawn Lawson as Carlin City Clerk and Carlin City Treasurer, and all related matters thereto. Councilperson Sabra Esparza seconded the motion. The motion passed.**

**4. Public Comment may be taken prior to any Discussion Being Taken by the Council: Review, discussion, and possible approval to reappoint Dennis Fobes as the Chief of Police of the City of Carlin and all matters related thereto. (Possible Action Item).**

- a. Mayor Dana Holbrook stated he has visited with Chief Fobes numerous times and he has addressed all issues he has had in a timely manner.

**Councilperson Sabra Esparza made a motion to reappoint Dennis Fobes as the Chief of Police of the City of Carlin and all matters related thereto. Councilperson Margaret Johnston seconded the motion. The motion passed.**

**5. Public Comment will be taken prior to any Action Being Taken by the Council: Review, discussion, and possible approval of a recommendation to reappoint Linda Bingaman as Carlin City Fire Chief, per City Code Title 7.3.2 - (B), and all related matters thereto. (Possible Action Item).**

- a. Mayor Dana Holbrook stated he has talked to Linda several times this year and has no issues at this time.

**Councilperson Margaret Johnston made a motion to reappoint Linda Bingaman as Carlin City Fire Chief, per City Code Title 7.3.2-(B), and all related matters thereto. Vice Mayor Lincoln Litchfield seconded the motion. The motion passed.**

**6. Public Comment will be taken prior to any Action Being Taken by the Council: Review, discussion and possible approval of a procedure to evaluate the Appointed Officials for the City of Carlin by the City Council and all matters related thereto. (Possible Action Item).**

- a. Mayor Dana Holbrook stated as they discussed at the last meeting and they do have a resolution that states the Council is supposed to do the review.
- b. Vice Mayor Lincoln Litchfield asked former Mayor, Linda Bingaman, what she thought.
- c. Fire Chief Linda Bingaman stated they wanted to have some time to work with the appointed official so they put it out a little and the liaison took the lead and did the evaluation.
- d. Mayor Dana Holbrook stated he would prefer the liaison and the City Manager would complete the evaluations. Mayor Holbrook stated the City Engineer, City Attorney, and City Auditor would be reviewed by the City Manager who would then talk to the Council. Mayor Holbrook called for public comments.

- e. Lyndsie Whigham stated she believes they should talk to their staff when reviewing the appointed officials.

**Vice Mayor Lincoln Litchfield made a motion to approve a procedure to evaluate the Appointed Officials for the City of Carlin by the City Council in the following manner: the evaluations for the Fire Chief, Police Chief, and the City Clerk will be conducted by the liaison for those positions and reviewed by the City Manager and the City Manager will conduct the evaluations for the City Engineer, City Attorney, and City Auditor, in addition to the Resolution 1999/00-4. Councilperson Margaret Johnston seconded the motion. The motion passed.**

**7. Public Comment will be taken prior to any Action Being Taken by the Council: Review, discussion, and possible approval to spend the balance of the Administration Capital Outlay funding in the amount of \$10,000.00, the total amount available, and the remaining balance from the City Manager Office Expense Fund of \$1,000.00 to update the City Website, and all matters related thereto. (Possible Action Item).**

- a. Mayor Dana Holbrook asked City Clerk LaDawn Lawson to explain her proposal.
- b. City Clerk LaDawn Lawson stated the bids for a new website came in at a greater cost than she anticipated so she would like to spend the \$5,000.00 she asked for a new transcription service on the webpage in addition to the \$5,000.00 that was already allocated. City Clerk LaDawn Lawson stated the current website they have is old, not app friendly, and you cannot get it on your phone. City Clerk LaDawn Lawson further stated the current webpage is very difficult to change. City Clerk LaDawn Lawson stated the proposed website update is much better and cheaper in the long run. City Clerk LaDawn Lawson further stated that she spoke with Councilperson Margaret Johnston about some of her ideas for the website, such as GoDaddy, and they discovered that none of them are really feasible and lacked the security they require. City Clerk LaDawn Lawson stated sites like GoDaddy limits the number of pages you can have. City Clerk LaDawn Lawson stated she spoke with the City's former IT Manager, Don Jones, and he had concerns about going with a cheaper option like GoDaddy.com because of security. City Clerk LaDawn Lawson stated she is not asking to spend any more money but just to spend everything she has already been given and the additional \$832.00 would be paid by City Manager David Jones out of his budget.
- c. Police Officer Floyd Davey stated the current website is not very user friendly but he wonders how many hits they are getting and he wonders if they will get the return for their investment. Officer Davey stated he feels \$10,000.00 is a lot when they have talented employees that could build the webpage and he doesn't think they need so many pages. Officer Davey further stated you could also go to a server host where you could store documents and stuff. Officer Davey stated traditional websites are falling

by the wayside and very few people are using them because they are opting for a social media presence because it is updated constantly and is a live stream and people are looking at their social media nonstop and if there are any updates they can get them instantaneously. Officer Davey further stated people could also go to a social media page to pay their water bill and take a link to an outside server hosting, which is more secure than a webpage, and pay their bill there and get everything transmitted. Officer Davey further stated documentation is cheaper and they will not need all those pages and documents could be stored in one spot. Officer Davey stated Ms. Lawson mentioned GoDaddy and Square Space and they want about \$216 to \$312.00 annually but there are a lot of freelance web programming professionals out there where they bid on the project. Officer Davey stated with their City he just doesn't see it being that large and he worries about getting the return on their investment. Officer Davey further stated maybe updating their current site for better end user experience is a better way to go and is the \$10,000.00 put into a website going to benefit the citizens of Carlin and improve their way of life. Officer Davey stated again that traditional websites are starting to fall off. Officer Davey stated they are seeing trends where they are going weeks without hits and then are flooded once a month when everyone goes to say pay their water bill and all that could be done elsewhere. Officer Davey stated he just got this information and he is just spitballing but as a citizen he is looking at that \$10,000 and wondering if later on they will say it wasn't money well spent

- d. City Clerk LaDawn Lawson stated they have had 18,979 hits since April 6<sup>th</sup> of last year and total views on their pages were 36,206 and this site will provide them with an alarm alert if there is a water break.
- e. City Manager David Jones stated it will also hook up to social media.
- f. City Clerk LaDawn Lawson stated she hopes with the new webpage that each department will be able to update their own pages.
- g. Floyd Davey stated if it is a time-sensitive information he wants the information to get out their quickly.
- h. City Clerk LaDawn Lawson stated they do not have the time to constantly update it and she would love to invite him to do so.
- i. Floyd Davey stated he knows of 6 current city employees that have website experience and it is not like it used to be and when he built the website for the Fire Department it was all html coding and he got a crash course and now it is much easier, all drag and drop.
- j. Councilperson Sabra Esparza stated when she attended the Rural Round-up they were told that social media is the way to go but she thinks it is important to have their website updated because it is frustrating not being able to access it on the phone. Councilperson Sabra Esparza further stated she is concerned about the cost at this time.
- k. Mayor Dana Holbrook stated that after hearing comments he would feel comfortable tabling this and doing some more research because he is not up on websites and such.

1. County Commissioner Cliff Eklund stated while they are doing their research, they have a large IT staff at the County and one of the things they looked at is security on the social media which has been a big concern. Commissioner Eklund stated he would let the IT Department know that they will be calling when they do their research. Commissioner Eklund stated he thinks it will be beneficial for them.

**Vice Mayor Lincoln Litchfield moved to table the matter until the next meeting. Councilperson Margaret Johnston seconded the motion. The motion passed.**

8. **Public Comment will be taken to any Action Being Taken by the Council: Review, discussion and possible approval of a grant from Pool/Pact to reimburse the City of Carlin to install four (4) Automatic ADA Doors at the Carlin Senior Center, in the amount of \$13,754.22 representing 75% of the grant from Pool/Pact and the remainder of the cost will be donated to the City of Carlin from the Senior Center Participants Board in the amount of \$4,584.74, \$2,000.00 of which may come from the Next Dollar Foundation and all matters related thereto. (Possible Action Item).**
  - a. Mayor Dana Holbrook stated those doors up there are a pain and this is an amazing idea.
  - b. Councilperson Margaret Johnston stated she has never been able to see how they got that in there without having them anyway because it is a Senior Center.
  - c. City Manager David Jones stated it was required at the time and it was not done.
  - d. Director Ella Trujillo stated she would like it on the record that this is a reimbursement grant and she does not know where that money is going to come from and that she would leave that to people who get bigger paychecks than she does. Mayor Dana Holbrook asked City Manager David Jones if he would take care of that. City Manager David Jones stated he would.

**Vice Mayor Lincoln Litchfield made a motion to approve a grant from Pool/Pact to reimburse the City of Carlin to install four (4) Automatic ADA Doors at the Carlin Senior Center, in the amount of \$13,754.22 representing 75% of the grant from Pool/Pact and the remainder of the cost will be donated to the City of Carlin from the Senior Center Participants Board in the amount of \$4,584.74, \$2,000.00 of which may come from the Next Dollar Foundation and all matters related thereto. Councilperson Sabra Esparza seconded the motion. The motion passed.**

9. **Public Comment will be taken prior to any Action Being Taken by the Council: Review, discussion, and possible approval of the minutes from 2/5/2018, and all related matters. (Possible Action Item).**

**Councilperson Sabra Esparza made a motion to approve the City Council Meeting Minutes for February 5, 2018 and all related matters. Vice Mayor Lincoln Litchfield seconded the motion. The motion passed.**

- 10. Public Comment will be taken prior to any Action Being Taken by the Council: Review, discussion, and possible approval of the minutes from 2/14/2018, and all related matters. (Possible Action Item).**

**Councilperson Margaret Johnston made a motion to approve the City Council Meeting Minutes for February 14, 2018 and all related matters. Vice Mayor Lincoln Litchfield seconded the motion. The motion passed.**

- 11. Public Comment will be taken prior to any Action Being Taken by the Council: Review, discussion, and possible approval of City expenditures for the period of 2/10/2018 to 2/23/2018 and all related matters. (Possible Action Item).**

- a. Councilperson Sabra Esparza stated she would abstain from voting because her daughter works for Fastenal.

**Vice Mayor Lincoln Litchfield made a motion to approve the City expenditures for the period 2/10/2018 to 2/23/2018, and all related matters. Councilperson Margaret Johnston seconded the motion. Councilperson Sabra Esparza abstained. The motion passed.**

- 12. 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).**

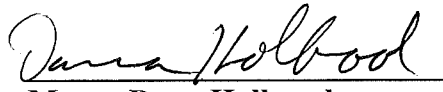
**There were no comments by the public.**

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

- a. Mayor Dana Holbrook stated that after adjournment there will be a closed meeting with the City's Management Representative and no action will be taken.

**Vice Mayor Lincoln Litchfield moved to adjourn. Councilperson Margaret Johnston seconded the motion. The motion passed. The meeting was adjourned at 7:30 p.m.**

**Approved:**

  
\_\_\_\_\_  
Mayor Dana Holbrook

**Attest:**

  
\_\_\_\_\_  
City Clerk LaDawn Lawson