

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

**March 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
Councilperson Pam Griswold

Council Members Absent:

None.

Staff:

LaDawn Lawson, City Clerk
David Jones, City Manager
Teri Feasel, Carlin Municipal Court Judge
Keegan Baty, Carlin Police Officer
Roger Curry, Carlin Fire Department Assistant Chief

Public:

Karla M. Jones
Tom Burney
Cameron Kinney
Tyler Thomas
Chris P. Woster, Farr West Engineering
Brent Jacobson
Cliff Eklund

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. Cliff Eklund stated he met with John Ellison, David Jones, Cliff Eklund, and members of the Vitality Center earlier that day and discussed the possibility of getting low-income housing for seniors in Carlin. Cliff Eklund stated it looks very promising if the City of Carlin would provide land for the project. Cliff Eklund stated the old Barrick parking lot across from the school was discussed as the best spot. Cliff Eklund stated possible financial options were discussed and a tax buy back was the considered the best. Cliff Eklund stated a tax buy back is where big industries buy tax credits from the State and the State pays back. Cliff Eklund stated there would be no financial burden for the City. Cliff Eklund stated they discussed both low income housing for seniors and housing for seniors who are not low income. Cliff Eklund further stated that the Vitality Center also has some mental health services that are newly available in Carlin. Councilperson Pam Griswold asked Cliff Eklund if it would be assisted living. Cliff Eklund stated it would be for people who are still able to take care of themselves with a little assistance. Cliff Eklund stated low income seniors would pay up to 20% of their Social Security check as rent and some would pay none at all. Cliff Eklund stated they would be meeting again at the end of April to discuss the matter some more.
 - b. Thomas Burney stated he asked at the last meeting for some contact information for the Ethics Commission and he has not heard anything yet and there has been nothing about a hearing for the two employees and he stated he thinks it is a cover up of misconduct. Thomas Burney stated Lincoln Litchfield knows what he is talking about and there should be no excuse.
- 2. City Council Members Reports (Non-Action Item):**
 - a. Councilperson Margaret Johnston stated she would not give a report since the Equestrian Park Committee was going to give a presentation later in the meeting.
 - b. Vice Mayor Lincoln Litchfield stated that tomorrow at the Elko Courthouse there would be a Vietnam veteran's gathering to honor the veterans at 1 p.m. Vice Mayor Litchfield stated he hopes that they can start to correct 50 years of mistakes and honor these people who fought for their country.
- 3. Public Comment maybe taken prior to any Action Being Taken by the Council: Review, discussion and possible approval of the following change**

order requests (COR) for the Water Tank Coating project: COR # 2 in the amount of \$4,676.71, COR # 3 in the amount of \$4,350.00, COR# 4 in the amount of \$36,480.00, COR# 5 in the amount of \$16,900.00. CORs#2, #3, #4, and #5 equal a total amount of \$44,166.71 and all matters related thereto. (Possible Action Item)

- a. Chris Wooster with Farr West Engineering stated that lead delayed the project and there were additional problems when they got inside because there were no accurate maps. Chris Wooster further stated all of the unexpected problems resulted in stand by time. Chris Wooster stated there was additional welding required, weather delays, and the company ate some of the costs. Chris Wooster finally stated there was additional piping and venting that was done.
- b. Vice Mayor Lincoln Litchfield asked Chris Wooster if he anticipated any additional charges. Chris Wooster stated he did not think there would be anymore changes.

Councilperson Pam Griswold made a motion to approve of the following change order requests (COR) for the Water Tank Coating project: COR # 2 in the amount of \$4,676.71, COR # 3 in the amount of \$4,350.00, COR# 4 in the amount of \$36,480.00, COR# 5 in the amount of \$16,900.00. CORs#2, #3, #4, and #5 equal a total amount of \$44,166.71 and all matters related thereto. Vice Mayor Lincoln Litchfield seconded the motion. The motion passed.

4. Public Comment maybe taken prior to any Action Being Taken by the Council: Review, discussion, and possible approval to provide burial plots in the Carlin Cemetery, and the City of Carlin to bear the costs of the plots and opening and closing of the plots associated with the repatriating of the twelve Chinese people and one mummy that were discovered in 1996 in Carlin, in collaboration with Tim Murphy of the Elko County Chapter of Nevada Archaeological Association, and all matters related thereto. (Possible Action Item)

- a. Councilperson Margaret Johnston stated a few months prior Lee Chin had asked her to help her move the bodies back to Carlin. Councilperson Margaret Johnston stated the February 23, 2000 minutes include a presentation on the discovery of the remains and a request was made to repatriate the bodies and the City Council did approve to locate unused portions of the Chinese section in the cemetery but nothing else was done. Councilperson Margaret Johnston stated there are no records of the probe ever being done. Councilperson Margaret Johnston stated she went to the cemetery with Carlos Esparza and on row 10 there are open plots and they discussed designating row 10, plots 262 to 674, for the remains. Councilperson Margaret Johnston stated Lee would like to do the burial in June and do a ceremony. Councilperson Margaret Johnston stated the Elko Museum has agreed to keep the remains and artifacts for them. Councilperson Margaret Johnston stated she is waiting for the permits from the State to move the bodies. Councilperson Margaret Johnston

stated all they need is to agree to pay for the costs of burial.

Councilperson Margaret Johnston stated she believes under the law of the State of Nevada it is their responsibility to do so. Councilperson Margaret Johnston stated they can be buried in what they are in so the costs will be the opening and closing of the burial plots.

- b. Mayor Dana Holbrook stated he feels they are citizens who helped build Carlin and seeing as it is Carlin's 150th anniversary they need to get them home.
- c. Councilperson Pam Griswold stated it would cost \$6,500.00 to bury them.
- d. Cliff Eklund stated this matter was brought up when he was Mayor and he believes it was approved. Vice Mayor Lincoln Litchfield stated he remembers it was approved as well when he was on the Council with Cliff. Cliff Eklund stated he thinks it was in 2006.
- e. Councilperson Pam Griswold asked if there would be plaques, stones, or anything. Councilperson Margaret Johnston stated they have not made any plans.
- f. Councilperson Margaret Johnston stated it is sad and disrespectful that it has taken them so long to take care of it.

Vice Mayor Lincoln Litchfield made a motion to approve providing 13 burial plots in the Carlin Cemetery, and the City of Carlin to bear the costs of the plots and opening and closing of the plots associated with the repatriating of the twelve Chinese people and one mummy that were discovered in 1996 in Carlin, in collaboration with Tim Murphy of the Elko County Chapter of Nevada Archaeological Association, and all matters related thereto. Councilperson Sabra Esparza seconded the motion. The motion passed.

5. **Public Comment maybe taken prior to any Action Being Taken by the Council: Review, discussion and possible approval to approve Resolution 2018-03, A Resolution Repealing Resolution 2010-04, A Resolution Establishing the Carlin Ambulance Membership Plan and all matters related thereto. (Possible Action Item)**
 - a. Vice Mayor Lincoln Litchfield asked how many members they had when the resolution was first put in place. Karla Jones stated they had three. Vice Mayor Litchfield asked if they think they are going to get some more members this time. Assistant Fire Chief Roger Curry stated he doesn't think so since Elko Ambulance is responding to some of our calls. Vice Mayor Lincoln Litchfield asked if it is worth it.
 - b. Teri Feasel asked what other memberships are available. Roger Curry stated several air ambulance options are available.
 - c. Councilperson Margaret Johnston asked David Jones if he had a copy of the Resolution they are repealing. David Jones said no. Mayor Dana Holbrook stated they are just trying to get it off the books because hardly anyone signed up for it.

Vice Mayor Lincoln Litchfield made a motion to approve Resolution 2018-

03, A Resolution Repealing Resolution 2010-04, A Resolution Establishing the Carlin Ambulance Membership Plan and all matters related thereto. Councilperson Pam Griswold seconded the motion. The motion passed.

- 6. Public Comment maybe taken prior to any Action Being Taken by the Council: Review, discussion and possible approval of a power point presentation by the Carlin Equestrian Board for the upcoming year in events and projects at the Park and all matters related thereto. (Possible Action Item)**
- a. Laura Eklund stated she is a member of the Equestrian Park Board and they wanted to discuss some additional funding. Laura Eklund stated that they have 11 scheduled events and that does not include the barrel racing. Laura Eklund stated they would be having two ranch hand rodeos, a women's Elko cancer network rodeo, two 4-H events, Super Summer Saddle series, and a family fun day event. Laura Eklund stated they are making some improvements to the facility in order to accommodate the people who come to their area for these events. Laura Eklund stated improvements will include a warm-up area and tearing down the old concession stand.
 - b. Cliff Eklund stated the money they are asking for in the budget will be generated back from the events and the sales of advertising and sponsorships. Cliff Eklund stated he met with a contractor to tear down the old concession stand and the bid came in much lower than they anticipated. Cliff Eklund stated they had budgeted at \$10,000 and the cost will actually be \$3,500.00. Cliff Eklund stated there were some capital funds that they would be putting off until next year. Cliff Eklund stated the ranch hand rodeos would cost \$8,000.00 each and an additional \$600 for prizes, the family rodeo would be \$6,800, and the Bronco Bash \$5,000.00. Cliff Eklund stated the ranch hand rodeo is the largest in Nevada apart from the National finals. Cliff Eklund stated these events bring people to town and make people know that Carlin exists. Cliff Eklund stated they need more hotel room space and the room tax is going to Elko. Cliff Eklund stated ECVA should be helping them as well. Cliff Eklund stated he is proposing about a \$55,000.00 budget and they hope they will earn all of that back.
 - c. Vice Mayor Lincoln Litchfield asked if V-L Rodeo Productions is Aron Means. Cliff Eklund stated it is. Vice Mayor Cliff Eklund asked if the Women's Rodeo is the one they will have the health booths at. Cliff Eklund stated it is. Laura Eklund stated those profits go to help people in Elko County with expenses associated with cancer. Cliff Eklund stated it has helped people in Carlin.
 - d. Councilperson Pam Griswold asked what they do at the Spook Walk. Laura Eklund stated they usually just set up a booth and sell food in order to support Parks and Recreation with their events. Councilperson Pam Griswold asked if they provide the banners for the sponsorships. Laura Eklund stated they do.

- e. Vice Mayor Lincoln Litchfield asked what future improvements they would be doing. Cliff Eklund stated since they didn't get the bar done this year they would like to do it next year. Laura Eklund stated that is where they make their money. Cliff Eklund stated Councilperson Johnston found some prefabricated band stands that they can buy that will be much cheaper than building their own. Cliff Eklund stated they would be putting in a warm-up arena and the equipment and labor will be donated. Cliff Eklund further stated if the events continue to grow they will have to buy some more panels. Cliff Eklund stated they may start charging for people who stay there overnight in camp trailers and such because other venues do that. Cliff Eklund stated they have started to charge for the barrel races as well. Cliff Eklund stated they do not want to be a burden on the citizens of Carlin and they want to be self-sufficient.
- f. Vice Mayor Lincoln Litchfield asked what else they think they will need. Cliff Eklund stated they may need more panels. Vice Mayor Lincoln Litchfield asked how much the panels costs. Cliff Eklund stated they are a hundred dollars a panel and they need four panels for each stall.
- g. Cliff Eklund stated they have had some discussion about moving the bathroom from the mining interpretive center to the Equestrian Park which would reduce costs of renting portable toilets.
- h. Councilperson Margaret Johnston stated she noticed the parking areas get pretty full and it creates safety issues. Cliff Eklund stated they are going to try to enlarge the parking areas when they work on the warm-up area.

No Action Taken.

7. Public Comment maybe taken prior to any Action Being Taken by the Council: Review, discussion and possible approval to renew, condition, restrict or discontinue the Special Use Permit for a metal storage container for the Carlin United Methodist Church located at 12th and Chestnut Street, Carlin Nevada, APN # 002-030-012, and all matters related thereto. (Possible Action Item)

- a. Mayor Dana Holbrook stated he would recuse himself because he is a member of the Methodist Church
- b. Councilperson Sabra Esparza stated she would also be recusing herself because she is a member of the Methodist Church.
- c. Teri Feasel stated the storage unit is still being used and they still need it.
- d. Vice Mayor Lincoln Litchfield stated he does not believe there have been any complaints about it.
- e. Tom Burney asked if there is a time limit on such containers and he has concerns about things being done above board and it should say that it is up for renewal.
- f. Vice Mayor Litchfield stated it does say it is up for renewal.
- g. Teri Feasel stated they have it reviewed every two years because the City wants to make sure it is still being addressed on a regular basis.

Councilperson Pam Griswold made a motion to renew the Special Use Permit for a metal storage container for the Carlin United Methodist Church located at 12th and Chestnut Street, Carlin Nevada, APN # 002-030-012, and all matters related thereto. Councilperson Margaret Johnston seconded the motion.

- 8. Public Comment maybe taken prior to any Action Being Taken by the Council: Review, discussion and possible approval to renew, condition, restrict or discontinue the Special Use Permit for operation of the Pizza Factory located at 801 Poplar Street, Carlin Nevada, APN # 002-200-040, and all matters related thereto. (Possible Action Item)**
 - a. Vice Mayor Lincoln Litchfield asked if they have an occupation license to operate in the building.

Vice Mayor Lincoln Litchfield moved to approve to renew the Special Use Permit for operation of the Pizza Factory located at 801 Poplar Street, Carlin Nevada, APN # 002-200-040, and all matters related thereto. Councilperson Margaret Johnston seconded the motion. The motion passed.

- 9. Public Comment maybe taken prior to any Action Being Taken by the Council: Review, discussion and possible approval to renew, condition, restrict or discontinue the Special Use Permit to allow an office trailer and outside storage of construction supplies located at 1123 Fir Street, Carlin Nevada, APN # 002-030-016, and all matters related thereto. (Possible Action Item)**
 - a. Vice Mayor Lincoln Litchfield asked if this was the property that is just east of the Pilot which he thought it currently empty.
 - b. Karla Jones stated things come and go and the owner wants a blanket special use permit and she doesn't think that is how it should be done. Karla Jones further stated she thinks it should be discontinued and if he needs it in the future he has to come back for one.
 - c. Vice Mayor Lincoln Litchfield stated he agrees because it is a vacant lot right now.
 - d. Councilperson Margaret Johnston asked if Howard and D'Anne were aware they are on the agenda.
 - e. Vice Mayor Lincoln Litchfield stated they are not using it. Councilperson Johnston asked if they are sure that they are not planning on putting something on it.
 - f. Councilperson Griswold asked how much it costs. Sabra Esparza stated it is \$50.00.
 - g. Mayor Dana Holbrook stated he agrees if they are not using it to deny it.
 - h. Councilperson Griswold stated she thinks they should table it so the owners can come to explain why they need it renewed.

Councilperson Pam Griswold made a motion to table the agenda item until the property owners can appear to explain why they need the Special Use

Permit. Councilperson Margaret Johnston seconded the motion. The motion passed.

10. Public Comment maybe taken prior to any Action Being Taken by the Council: Review, and discussion pertaining to the City of Carlin insurance plan for FY18-19 and all related matters thereto. (Non Action Item)

- a. Councilperson Sabra Esparza stated because her husband and son are on the insurance plan she would abstain from the discussion and voting.
- b. City Manager David Jones stated he wanted to get it out early in case the employees or councilpersons have questions that he can get answers for. City Manager David Jones stated it would change a little bit and the cost would be going up.

No Action Taken.

11. Public Comment maybe taken prior to any Action Being Taken by the Council: Review, discussion, and possible approval of the minutes from 2/28/2018 and all related matters thereto. (Possible Action Item)

Councilperson Sabra Esparza made a motion to approve the minutes from 2/28/2018 and all related matters thereto. Vice Mayor Lincoln Litchfield seconded the motion. The motion passed.

12. Public Comment maybe taken prior to any Action Being Taken by the Council: Review, discussion, and possible approval of the minutes from 3/14/2018 and all related matters thereto. (Possible Action Item)

Vice Mayor Lincoln Litchfield made a motion to approve the minutes from 3/14/2018 and all related matters thereto. Councilperson Margaret Johnston seconded the motion. The motion passed.

13. Public Comment maybe taken prior to any Discussion Being Taken by the Council: Review, discussion and possible approval of City expenditures for the period 3/10/2018 to 3/23/2018 and all related matters thereto. (Possible Action Item)

- a. Councilperson Pam Griswold asked about the cost for Medicare enrollment. City Manager David Jones stated that it was for the ambulance billing.
- b. Councilperson Sabra Esparza stated she would be abstaining from the vote as her daughter works for Fastenal.

Vice Mayor Lincoln Litchfield made a motion to approve the City expenditures for the period 3/10/2018 to 3/23/2018 and all related matters thereto. Councilperson Margaret Johnston seconded the motion. The motion passed.

14. Public Comment maybe taken prior to any Discussion Being Taken by the Council: Review, discussion and possible approval of and direction to staff regarding the tentative budget for FY 18-19 and all related matters thereto. (Possible Action Item)

- a. City Manager David Jones stated he is not sure how far they want to go into this. City Manager David Jones asked if they would like to discuss this or take time to digest it.
- b. Vice Mayor Lincoln Litchfield asked if he had just received the numbers from the Department Heads. David Jones stated yes. Vice Mayor Lincoln Litchfield asked if they had had a meeting yet. David Jones stated they have had several meetings but not one since the document was printed.
- c. Councilperson Margaret Johnston asked when the next department head meeting is scheduled. David Jones stated he has not scheduled one but the tentative budget is due to the State on April 16th.
- d. Vice Mayor Lincoln Litchfield asked if they would be having a special meeting to approve the budget. David Jones stated they can if they want.
- e. Mayor Dana Holbrook stated one reason they had Department head meetings this year is so they would not have to have a special meeting. Mayor Dana Holbrook stated he did not think they needed to have a special meeting.
- f. Councilperson Sabra Esparza stated she likes having the document to look over.
- g. Mayor Dana Holbrook stated they would talk about it at the April 11th meeting.

No Action Taken.

15. Public Comment maybe 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 General Public.

16. Adjournment. (Possible Action Item)

Vice Mayor Lincoln Litchfield made a motion to adjourn. Councilperson Pam Griswold seconded the motion. The motion passed. The motion was adjourned at 8:19 p.m.

Mayor Dana Holbrook stated they would not be having a closed meeting.

Approved:

Attest:

Mayor Dana Holbrook

Heather Trujillo
Assistant City Clerk