

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

**November 14, 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 Pam Griswold
Councilperson Margaret Johnston
Councilperson Cameron Kinney

Council Members Absent:

None

Staff:

LaDawn Lawson, City Clerk
Carlos Esparza, Public Works Director
Karen Carr-Brian, Carlin Police Department
Dennis Fobes, Carlin Police Chief
Nathanial Sexton, Carlin Police Department

Public:

Jared R. Martin
Jan Brizee
Denise Taylor
Gayle Zomar
Fred Montes De Oca
Ashley Holmes
James Brian

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. Denise Taylor stated that before they build a dog park they need to do something about the feral cat problem in Carlin. Denise Taylor stated she will be back every month asking the same question.
- b. Chief Dennis Fobes stated they are looking at a grant to do a spay and neuter program.
- c. Denise Taylor asked if they don't get the grant what she can do as a citizen.
- d. Chief Dennis Fobes stated she can trap them and take them to be euthanized.
- e. Gayle Zomar stated she does not believe any citizen has a right to destroy an animal.
- f. Chief Dennis Fobes stated he wanted to introduce their newest officer Nathaniel Sexton.

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

- a. Mayor Dana Holbrook stated they would start the discussion on the roads and he would like to turn it over to Carlos.
- b. Carlos Esparza stated they have been saving their RTC money for the last five or six years and starting next year they would have about \$300,000 saved up and they had picked some streets that would not be affected by any future utility improvements. Carlos Esparza stated it includes the northwest portion of town for some chip seal and street repair. Carlos Esparza stated some of those streets would require a lot more work because the base is gone.
- c. Mayor Dana Holbrook stated all of that would go through the budgeting process and be approved by the Council.
- d. Carlos Esparza stated it would not affect the general fund budget. Carlos Esparza stated that in the spring the curb, gutter, and sidewalk safety project with NDOT would commence on Chestnut Street starting at 3rd and go to Puett Street.
- e. Gayle Zomar asked about the rest of the streets.
- f. Carlos Esparza stated they do not want to waste any money on streets that will have to be dug up to replace the pipes.
- g. Mayor Dana Holbrook stated it is not feasible to do the whole town so what they are looking at is getting the most bang for the buck.

3. Public Comment may be taken prior to any Action Being Taken by the Council: Review, discussion, and possible approval to renew the Elko Sanitation Contract for five (5) years (11-1-2018 to 11-1-2023) with a 3% price increase to provide commercial, residential and roll-off waste removal services for the City of Carlin and to be retro-active to November 1, 2018, and all related matters. (For Possible Action).

- a. Mayor Dana Holbrook stated he didn't see anything he was really concerned about and he feels Elko Sanitation is a good company for the City of Carlin.
- b. Councilperson Margaret Johnston stated in 2015 they gave them an increase of 2.5% and they locked the fuel rate at \$3.35 cents a gallon and

- she believes the price has gone down.
- c. Jared Martin stated they have it set so if it goes above \$3.75 a gallon they will do a fuel surcharge but they do not see it going that way any time soon.
 - d. Councilperson Cameron Kinney stated he is concerned because it is worded as a franchise agreement when the agenda says it is a contract.
 - e. Mayor Dana Holbrook stated he doesn't think it will be a problem.
 - f. Jared Martin stated they do pay a franchise fee.
 - g. Ashley Holmes asked why they do not have a recycling program.
 - h. Jared Martin stated when they started recycling they were getting \$15 a ton but right now they are paying \$50 a ton.

Vice Mayor Lincoln Litchfield made a motion to approve the renewal the Elko Sanitation Contract for five (5) years (11-1-2018 to 11-1-2023) with a 3% price increase to provide commercial, residential and roll-off waste removal services for the City of Carlin, and to be retroactive to November 1, 2018, and all related matters. Councilperson Pam Griswold seconded the motion. The motion passed.

4. **Public Comment may be taken prior to any Action Being Taken by the Council: Review, discussion, and possible approval to begin the Special Session of the City Council to be held on January 7, 2018, earlier than 7:00 o'clock and all related matters. (For Possible Action).**
 - a. LaDawn Lawson stated it is training by POOL & PACT and the instructor would like to start it earlier because it is a long training.
 - b. Vice Mayor Litchfield stated he would be fine with 4 p.m.
 - c. Councilperson Pam Griswold stated 4:30 would be better.

Vice Mayor Lincoln Litchfield made a motion to approve beginning the Special Session of the City Council to be held on January 7, 2018, at 4:30 p.m., and all related matters. 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 request from Patrick Lickly to improve the vacant Parking Lot located on Fir Street, Carlin Nevada, Parcel Number 002-030-062, and all related matters. (For Possible Action).**
 - a. Patrick Lickly asked if they can use their property as a gravel lot and stated there is some interest in some of the big rigs in turning around half way between Reno and Salt Lake.
 - b. Mayor Holbrook stated at one time they had a lot of rigs pulling in there and causing a lot of dust problems. Mayor Holbrook stated further the gravel gets brought onto the paved road and causes damage.
 - c. Patrick Lickly stated they got a notice from the PD telling them to do weed abatement but he would need to do minor grading in order to smooth

- it out first.
- d. Carlos Esparza stated he doesn't think it will be a problem but he will need to look at it again.
 - e. Councilperson Pam Griswold asked if he was requesting to make improvements to his property so they can turn around on it.
 - f. Patrick Lickly stated yes and specifically it was Road Way in Wells that was interested in using it.
 - g. Councilperson Pam Griswold stated that for her she would like to see the trucks turning around on his property rather than turning around on City Streets. Councilperson Griswold stated that is her opinion.
 - h. Carlos Esparza stated they would need to get a special use permit to use the property as a parking lot. Carlos Esparza stated there had been a lot of problems, including trash and dust, with the property before and they finally were able to put up no parking signs there.
 - i. JoAnn Lickly stated a lot of trash comes from the gas stations.
 - j. Vice Mayor Lincoln Litchfield stated he would like to see it paved as well. Vice Mayor Litchfield stated he sat on the Council during the problems with the property and he has concerns about a repeat.
 - k. Councilperson Margaret Johnston stated she would like to see it used to get some of the trucks off the roads but she would like to see it paved as well.
 - l. Patrick Lickly stated there is not enough revenue there to pave.
 - m. Mayor Holbrook stated they can come back with a special use permit request.
 - n. Councilperson Pam Griswold asked them to come back with ideas.
 - o. Patrick Lickly stated he just really wants to slope the property for drainage and so they can keep the weeds back.

No Action Taken.

6. Public Comment may be taken prior to any Action Being Taken by the Council: Review, discussion, and possible approval to move forward with the bid process for the water supply line replacement project from the Spring near Chinese Gardens to the main booster pump house at the main City Park and all related matters. (For Possible Action).

- a. Chris Wooster stated that on page 41 of the engineering report it explains which resource lines need to be replaced and that the project was selected as the most logical. Chris Wooster stated they should be setting aside \$1 to \$1.3 million to do the project.
- b. Mayor Holbrook stated he would like to see the bid process started even though they are not saying they are going to do it.
- c. Carlos Esparza stated this is the main line that feeds the water system from the spring and they have had four breaks on that line since last winter and it is a critical line.
- d. Councilperson Margaret Johnston asked about the state matching funds.
- e. Chris Wooster stated once the reports are done they can start looking for

those funds and they are pretty good at it. Chris Wooster stated they must do some early cost estimates in order to get an actual estimate done. Chris Wooster stated this project represents about 1/3 of the work that needs to be done.

Vice Mayor Lincoln Litchfield made a motion to move forward with the engineering process for the water supply line replacement project from the Spring near the Chinese Gardens to the main booster pump house at the main City Park and all related matters. Councilperson Pam Griswold seconded the motion. The motion passed.

7. Public Comment may be taken prior to any Action Being Taken by the Council: Review, discussion, and possible approval of a Resolution by the Carlin City Council to Describe and Identify Routes Where Off Highway Use and Operation is permitted and to Establish Routes Appropriate for Off Highway Vehicle use which shall be referred to as "Off Highway Travel Map" Pursuant to Carlin City Code 8-5-5, and all related matters. (For Possible Action).

- a. Councilperson Cameron Kinney asked about the road at the end of West Main Street.
- b. Vice Mayor Litchfield stated he thinks it is Railroad property.
- c. Denise Taylor asked if they have to be road legal.
- d. Karen Carr-Brian stated that the NRS tells you exactly everything that is required.
- e. Councilperson Pam Griswold asked about a couple of different areas.
- f. Karen Carr-Brian stated this map is geared for driving in Carlin City limits which is why some areas are not on it.
- g. Mayor Holbrook stated this is a starter map and it will probably need to be modified as problems arise.
- h. Jan Brizee asked how they will get the map out to the public.
- i. Karen Carr-Brian stated at first they will have it on Facebook, the City Website, and at the Police Station but that later they will look into getting grant money for literature.
- j. Danny Harris asked about crossing state highways.
- k. Karen Brian-Carr stated they can drive up to two miles on a state road to get to an OHV accessible road.

Vice Mayor Lincoln Litchfield made a motion to approve a Resolution by the Carlin City Council to Describe and Identify Routes Where Off Highway Vehicle Use and Operation is permitted and to Establish Routes Appropriate for Off Highway Vehicle Use which shall be Referred to as "Off Highway Travel Map" Pursuant to Carlin City Code 8-5-5, and seek permission by NDOT pursuant to the map for off highway vehicle usage, and all related matters. Councilperson Margaret Johnston seconded the motion. The motion passed.

8. **Public Comment may be taken prior to any Action Being Taken by the Council: Review, discussion, and possible approval to direct staff to begin the process to hire an Interim City Manager and all related matters. (For Possible Action).**
- a. Mayor Holbrook stated he received an e-mail from Linda Frye's daughter-in-law that she will be resigning and he would be placing it on the next agenda. Mayor Holbrook stated he wanted to get permission to bring someone in a couple days a week to help out because they are swamped.
 - b. Vice Mayor Litchfield asked if they had any ideas.
 - c. Gayle Zomar stated there is a lady named Karen who is very good with grants and she may be able to help.
 - d. Mayor Holbrook stated they could put out some advertisement and find someone locally who can help in the short term.
 - e. Councilperson Pam Griswold stated in her experience an interim can be more of a hassle than assistance.
 - f. LaDawn Lawson stated if they have experience then they can be a help.
 - g. Mayor Holbrook stated if they don't advertise for someone they won't know if they can find someone.

Councilperson Pam Griswold made a motion to approve, with stipulation that they have some sort of city management experience, to direct staff to begin the process to hire an Interim City Manager, and all related matters. Vice Mayor Lincoln Litchfield seconded the motion. The motion passed.

9. **Public Comment may be taken prior to any Action Being Taken by the Council: Review, discussion, and possible approval of the Carlin City Council Regular Meeting Minutes from October 10, 2018, and all related matters. (For Possible Action).**

Vice Mayor Lincoln Litchfield made a motion to approve the Carlin City Council Regular Minutes from October 10, 2018, and all related matters. Councilperson Margaret Johnston seconded the motion. The motion passed.

10. **Public Comment may be taken prior to any Action Being Taken by the Council: Review, discussion, and possible approval of the Carlin City Council Regular Meeting Minutes from October 24, 2018, and all related matters. (For Possible Action).**

Councilperson Cameron Kinney made a motion to approve the Carlin City Council Regular Minutes from October 24, 2018, and all related matters. Vice Mayor Lincoln Litchfield seconded the motion. The motion passed.

11. **Public Comment may be taken prior to any Action Being Taken by the Council: Review, discussion, and possible approval of City expenditures for the period 10/19/2018 to 11/09/2018, and all related matters. (For Possible Action).**

Councilperson Pam Griswold made a motion to approve the City expenditures for the period of 10/19/2018 to 11/09/2018, and all related matters. Vice Mayor Lincoln Litchfield seconded the motion. The motion passed.

12. **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.

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


Councilperson Margaret Johnston made a motion to adjourn. Councilperson Cameron Kinney seconded the motion. Mayor Dana Holbrook adjourned the meeting at 8:00 p.m.

Approved:

Attest:



Mayor Dana Holbrook



City Clerk LaDawn Lawson