

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

**November 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 Pam Griswold  
Councilperson Margaret Johnston  
Councilperson Cameron Kinney

**Council Members Absent:**

None

**Staff:**

LaDawn Lawson, City Clerk  
Bernardo Sandoval, City Accountant  
Lila Sexton, Carlin Police Department

**Public:**

Diana Litchfield  
D'Anne Wright  
Gayle Zomar  
Bruce Cosens

**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. Lila Sexton stated she knows there had been some questions about the feral cat program. Lila Sexton further stated they found a mobile vet who would come to Carlin. Lila Sexton stated it would cost \$55 for males and \$130 for the females. Lila Sexton stated they are trying to get some funding to pay for that service so they can start a catch and release program. Lila Sexton stated she wants everyone to understand that it is going to take time. Lila Sexton stated they will need volunteers to help with the process. Lila Sexton stated they are hoping to do something in four weeks. Further discussion was held regarding the timeframes and possible options.
  - b. Councilperson Pam Griswold stated she has talked to Jolene and she is more than willing to help.
2. **City Council Members Reports: (Non-Action Item).**
- a. Councilperson Cameron Kinney stated he went to the NACO Conference and he learned a lot, made some great contacts, and is looking forward to the next courses.
3. **Public Comment may be taken prior to any Action Being Taken by the Council: Review, discussion, and possible approval of a request from Bruce Cosens to host a Block Party on June 21<sup>st</sup>, 2019, utilizing 6<sup>th</sup> Street between Bush Street and Cedar Street and all matters related. (For Possible Action).**
- a. Bruce Cosens stated they are going to have another Block Party but are preparing for it earlier. Bruce Cosens stated he has received permission from all his neighbors and they all said they had no problem with it. Bruce Cosens stated it would be essentially the same as last year. Bruce Cosesn stated they would have more food this year.
  - b. Vice Mayor Lincoln Litchfield asked Bruce Cosens if he would help others to plan their own Block Party.
  - c. Bruce Cosens stated he would be happy to help.

**Vice Mayor Lincoln Litchfield made a motion to approve a request from Bruce Cosens to host a Block Party on June 21<sup>st</sup>, 2019, utilizing 6<sup>th</sup> Street between Bush Street and Cedar Street and all matters related. Councilperson Margaret Johnston 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 create a Dog Park within the City limits of the City of Carlin and all related matters. (For Possible Action).**
- a. Vice Mayor Lincoln Litchfield stated they have a map in front of them that shows the property right behind the new Ames building. Vice Mayor Litchfield stated he thinks it would be a very good spot because nothing else can go there. Vice Mayor Litchfield stated it would be the old Barrick parking lot fence and a gravel parking area so there would be minimal capital outlay. Vice Mayor Litchfield stated they would have a section for small dogs and a section for large dogs with some grass. Vice Mayor Litchfield stated some of the rules for the park would be things like

using the park at their own risk and that owners are responsible for their own dog's behavior. Vice Mayor Litchfield stated the park will be very well maintained by the people that use the park. Vice Mayor Litchfield reviewed some of the other proposed rules. Vice Mayor Litchfield stated the rules are enforced by the people who go to the dog park. Vice Mayor Litchfield stated a positive of a dog park is the use of the park by the people in Carlin and people who are traveling through. Vice Mayor Litchfield stated he also believes the physical and mental health of the communities' pets will be improved. Vice Mayor Litchfield stated it would reduce violations of the animal control ordinances. Vice Mayor Litchfield stated some of the negatives could include pet infections and bites. Vice Mayor Litchfield stated responsible people use dog parks and that would not happen.

- b. Councilperson Pam Griswold asked if it was in the industrial park and if it was city property.
- c. Vice Mayor Litchfield stated it is.
- d. Lila Sexton stated last year they had a huge outbreak of flu among dogs and she stated there are a lot of people in their community who do not get their dogs vaccinated because they can not afford to. Lila Sexton stated she is also concerned about the maintenance of the park because they do not show such responsibility when it comes to the current park areas.
- e. Gayle Zomar stated that the dogs that go to the dog park are usually vaccinated and it is great for dogs to get exercise. Gayle Zomar stated a lot of older people could use the dog park in order to allow their dogs to exercise.
- f. Diana Litchfield stated her dogs got dog flu the previous year and they are not out at all.
- g. Mayor Dana Holbrook stated he would like to see more information on the costs and he has concerns about grass because of maintenance.
- h. Councilperson Griswold asked about watering the grass.
- i. Vice Mayor Litchfield stated he spoke with Carlos and the water line is right there so it wouldn't take too much to run a line.
- j. Bruce Cosens asked about drainage because he has seen some with astro-turf.
- k. Councilperson Margaret Johnston stated she thinks having a dog park is a good idea but they need to evaluate the cost and the maintenance of the project.
- l. Councilperson Pam Griswold stated she thinks they will need to table it again.
- m. Vice Mayor Litchfield stated they are always talking about bringing people into Carlin and he thinks this would be a minimal investment to do so.
- n. Councilperson Margaret Johnston stated perhaps they should consider a temporary dog park in the old Barrick Parking lot.
- o. Lila Sexton stated she agreed and stated the proposed location is too far away.

- p. Gayle Zomar stated agreed the proposed location was too far away. Gayle Zomar further stated all the truckers use the grass by Pilot and they never clean up after their pets.
- q. Mayor Dana Holbrook stated Ames has paved the road to right below the water tower. Mayor Holbrook stated he doesn't think having the dogs right next to the school is a good idea.

**Councilperson Pam Griswold made a motion to table the review, discussion, and possible approval to create a Dog Park within the City limits of the City of Carlin, and all related matters until they have more information. Councilperson Cameron Kinney 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 to write-off the uncollected fees for the Carlin Fire and Ambulance and all related matters.(For Possible Action).**
  - a. Bernardo Sandoval stated he is helping LaDawn with the accounting. Bernardo Sandoval stated the excel spreadsheet shows eight years of ambulance billing and the question is whether or not the bad debt is ever going to be collected. Bernardo Sandoval stated they have about \$497,000 that has been recorded as revenue on the books but has never been collected. Bernardo Sandoval stated they have to get approval to write it off. Bernardo Sandoval stated the last two years it hasn't been billed so they cannot collect it.
  - b. Councilperson Margaret Johnston stated she has an issue with this because they asked as a Council to get someone hired to do the billing and it kept being put off and not done and now it looks like they haven't been doing their jobs because other people didn't do theirs.
  - c. LaDawn Lawson stated this is from 2010 to 2016 and they had people hired down there and she doesn't know what happened with that.
  - d. Mayor Dana Holbrook stated there are always people who don't pay.
  - e. Bernardo Sandoval stated historically they are only collecting about 50% of what they are billing but the big one was the last two years because they weren't billed at all.
  - f. Mayor Dana Holbrook stated that by law they can only bill back so far.
  - g. Councilperson Griswold asked how far back they could go.
  - h. LaDawn Lawson stated she thinks 6 months.
  - i. Councilperson Margaret Johnston stated she would like to do some more research before the write-off.
  - j. Councilperson Griswold stated that what they have been told as a Council is that unless the EMTs put the information in the computer they cannot be billed.
  - k. Bernardo Sandoval stated that some calls cannot be billed either.
  - l. Councilperson Griswold stated they need to make sure that these calls get put into the computer.
  - m. Bernardo Sandoval stated a lot of the problem is that they get called out

- but no one gets transported so they can't charge.
- n. Councilperson Johnston stated other departments charge for that and they should be charging as well.
  - o. Mayor Holbrook stated he has personally talked to Floyd and he is supposed to be working on that.
  - p. Councilperson Johnston asked if the Fire Department was aware that they were discussing this.
  - q. LaDawn Lawson stated they had the agenda.
  - r. Councilperson Kinney stated most of the fire department is still training.
  - s. Vice Mayor Litchfield stated that doesn't explain two years. Vice Mayor Litchfield stated when he sees zeros for two years he has to ask who didn't do their job at the Fire Department. Vice Mayor Litchfield asked are they sure that it has not been billed.
  - t. Bernardo Sandoval stated as far as he knows it wasn't billed.
  - u. Councilperson Johnston stated Floyd told her in September that the billing has been caught up.
  - v. Mayor Holbrook stated he is fairly sure that is the case. Mayor Holbrook stated the time before they hired the company is what the problem is.
  - w. Bernardo Sandoval stated the other thing is how many resources they want to spend trying to get that money because they already know that half of that isn't going to get paid.
  - x. Councilperson Johnston stated that goes back to when they asked for the billing to be hired and it wasn't done because the City Manager did not hire the biller then.
  - y. Mayor Holbrook stated the Fire Department and Chief has a responsibility for making sure the billing is done. Mayor Holbrook stated that it is long period and a lot of people didn't pay.
  - z. Vice Mayor Litchfield stated he would have no problem writing off 2017 to 2010.
  - aa. Councilperson Johnston and Councilperson Griswold stated they would like some more facts about how far back they can bill.

**Councilperson Margaret Johnston moved to table the item until they can find out how far back they can bill and how far back they cannot bill. Vice Mayor Litchfield seconded the motion. The motion passed.**

6. **Public Comment may be taken prior to any Action Being Taken by the Council: Review, discussion, and possible approval of a letter of resignation from Linda K. Frye, Carlin City Manager, and all matters related. (For Possible Action).**
- a. Mayor Dana Holbrook stated he received a signed letter from Linda in email form. Mayor Holbrook read the letter into the record.

**Vice Mayor Lincoln Litchfield made a motion to approve a letter of resignation from Linda K. Frye, Carlin City Manager and a request to send her a letter of appreciation, and all matters related. Councilperson Margaret**

**Johnston 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 City expenditures for the period 11/09/2018 to 11/23/2018, and all related matters. (For Possible Action).**

**Vice Mayor Lincoln Litchfield made a motion to approve the City expenditures for the period of 11/09/2018 to 11/23/2018, and all related matters. Councilperson Cameron Kinney seconded the motion. The motion passed.**

- 8. 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.**

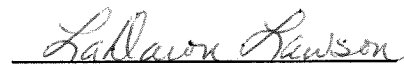
- 9. Adjournment.  
(Possible Action Item)**

**Vice Mayor Lincoln Litchfield made a motion to adjourn. Councilperson Cameron Kinney seconded the motion. Mayor Dana Holbrook adjourned the meeting at 7:48 p.m.**

**Approved:**

**Attest:**

  
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**Mayor Dana Holbrook**

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