

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

**March 27, 2019
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 and Treasurer
Ella Trujillo, Senior Center Director
Linda Bingaman, Fire Department Chief
Carlos Esparza, Public Works Director

Public:

Gayle Zomar
D'Anne Wright
Adron Burgener
Jaken Burgener
Andrea Andrews
Matthew Andrews
Nicholas Huntley
Danielle Blaine
William Dunbar
Jessica Larsen

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 were no comments by the General Public.

2. **City Council Members Reports: (Non-Action Item).**
 - a. Mayor Dana Holbrook stated he talked to Barrick about building housing in Carlin because he hopes that the merger is a good time to propose a new direction in order to save the mines money over time.
 - b. Vice Mayor Lincoln Litchfield stated he met with the attorney on Title 3 and discussed a timetable for completion. Vice Mayor Litchfield stated he will have a second meeting with them on April 23rd and if there are no other concerns the final draft will be emailed to Melinda so she can make copies for the Council. Vice Mayor Litchfield stated on May 1st the Planning Commission will look at it as a non-action item and on June 5th the Planning Commission will vote to accept the draft and forward it to council or continue working with it. Vice Mayor Litchfield stated on June 12th they will look at it as a non-action item, on June 26th another non-action review, and July 10th they will do a first reading. Vice Mayor Litchfield stated at that meeting they will have to form a committee to look at it and bring recommendations back to Council and then on July 24th they will have the second reading. Vice Mayor Litchfield hopes they will then approve it and it will be sent on to the codifiers.
 - c. Councilperson Margaret Johnston gave an update on the Public Works Department and said the dentist office sign is now up.
3. **Public Comment may be taken prior to any Action Being Taken by the Council: Review, discussion, and possible approval of Resolution 2019-01, a Authorizing Resolution, a Resolution authorizing the submittal of a proposal with the Nevada Department of Transportation (Nevada DOT) for grants through the U.S. Department of Transportation (USDOT) Federal Transit Administration (FTA), as authorized under Federal Transit Law and funds available from the Nevada Public Transportation Grant Program and executing a contract with the Nevada Department of Transportation upon grant proposal acceptance, and all related matters. (For Possible Action).**
 - a. Ella Trujillo stated she would be submitting two different quotes so the ultimate amount may change.

Vice Mayor Lincoln Litchfield moved to approve Resolution 2019-01, a Authorizing Resolution, a Resolution authorizing the submittal of a proposal with the Nevada Department of Transportation (Nevada DOT) for grants through the U.S. Department of Transportation (USDOT) Federal Transit

Administration (FTA), as authorized under Federal Transit Law and funds available from the Nevada Public Transportation Grant Program and executing a contract with the Nevada Department of Transportation upon grant proposal acceptance. 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 and discussion of the Carlin Senior Citizen Center Department Head Report and Summary Report for 2018, and the results of the annual survey, and all related matters. (Non-Action Item).**
 - a. Ella Trujillo gave a report on the numbers, activities, and summary of the annual survey.

No Action Taken.

5. **Public Comment may be taken prior to any Action Being Taken by the Council: Review, discussion, and possible approval of a recommendation from the Carlin Planning Commission and the Carlin Historical Society to additionally designate the Carlin Planning Commission as also being the Carlin Historic Preservation Commission for two (2) years in order to allow the City of Carlin to reach an agreement with the Nevada State Historic Preservation Office (SHPO) to become a Certified Local Government Program and all related matters. (For Possible Action).**
 - a. Ella Trujillo stated SHPO had informed them that the national office said they could not use a preexisting board so this item was no longer necessary.

No Action Taken.

6. **Public Comment will be taken prior to any Action Being Taken by the Council: Review, discussion, and possible approval of a request by William Dunbar, ECV Chapter 1881, to place a historical plaque about Elizabeth Potts at the corner of Cedar Street and 8th Street in Carlin, and all related matters. (For Possible Action).**
 - a. William Dunbar reviewed the project and stated he had met with the Historical Society to determine a place to put the plaque by the new museum. William Dunbar stated it would be put on 8th Street in the corner by the alley. William Dunbar further stated they will be putting the plaque up on June 1st.

Vice Mayor Lincoln Litchfield made a motion to approve the request of William Dunbar, ECV Chapter 1881, to place a historical plaque at the corner of the alley and 8th Street at the Historical Society site. 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 a Lease Agreement and/or Independent Contractor Agreement and/or agreement for the preservation of the former Carlin Senior Center, 718 and 722 Cedar Street, between the City of Carlin and the Carlin Historical Society, and all related matters. (For Possible Action).**

Vice Mayor Lincoln Litchfield made a motion to approve a Lease Agreement and Independent Contractor Agreement and/or agreement for the preservation of the former Carlin Senior Center, 718 and 722 Cedar Street, between the City of Carlin and the Carlin Historical Society. Councilperson Pam Griswold 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 of a request by Danielle Blaine for funding to maintain the backstop on the Fertig Field, the total cost of the project is \$8,294.00, and all related matters. (For Possible Action).**

- a. Danielle Blaine explained the amount in the action item is wrong and should be \$8,500.00. Danielle Blaine stated Carlos Esparza, Public Works Director, agreed to give them \$5,500.00. Danielle Blaine explained why they need a new backstop. Danielle Blaine stated they need it done before opening ceremonies and the Little League is willing to do the boarding along the bottom. Danielle Blaine stated basically they need \$3,000.00.
- b. Carlos Esparza stated he has \$5,500.00 left in equipment repairs for the park and he can use that money. Carlos Esparza stated before when it was estimated for a new back stop and new dugouts it would probably cost \$30,000.00.
- c. Mayor Holbrook stated he would like to see a formal plan to replace everything. Mayor Holbrook asked Carlos if redoing the backstop in this way will fit in with the larger plan.
- d. Carlos Esparza stated he thinks it will be fine.
- e. Councilperson Margaret Johnston asked what the problems with the backstop are.
- f. Danielle Blaine stated it is leaning, has holes, and the wood is rotting. Danielle Blaine stated they are planning on hosting an all-star tournament this year and they can't do it with the current backstop. Danielle Blaine explained the precise plans for the replacement.
- g. Vice Mayor Lincoln Litchfield stated he would like to see the overhang put on because he does not think 20 feet high is sufficient.
- h. Mayor Dana Holbrook stated they have a specific amount on the agenda and they can approve that.

Vice Mayor Lincoln Litchfield made a motion to approve the request by Danielle Blaine for funding to maintain the backstop on the Fertig Field with a cost of \$8,294.00. Councilperson Pam Griswold 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 direction to staff, to research prices for a new vehicle for the City Manager Position, and all related matters. (For Possible Action).**
- a. Mayor Holbrook stated he wants a newer vehicle because the City Manager does a lot of traveling and he hopes to upgrade the image of Carlin.
 - b. Vice Mayor Litchfield asked if they are going to do the state purchasing.
 - c. Mayor Holbrook stated he thinks so and further explained why he wants to update the vehicle.
 - d. LaDawn Lawson asked if the vehicle would be shared with Admin.
 - e. Mayor Holbrook stated it would.

Councilperson Cameron Kinney made a motion to direct staff to research prices for a new vehicle for the City Manager Position, and all related matters. Councilperson Pam Griswold 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 City of Carlin's Tentative Budget, for fiscal year 2019 – 2020, and all related matters. (For Possible Action).**
- a. Mayor Holbrook stated he found an error and it has not been put in the final format so he would like to have it tabled for the next meeting.
 - b. Councilperson Margaret Johnston stated she has a question about the extra employee costs for the Police Department because Chief Fobes stated he didn't really need it.
 - c. Councilperson Cameron Kinney stated he had the same thought.
 - d. Vice Mayor Lincoln Litchfield stated they might be looking for another officer.
 - e. Councilperson Cameron Kinney stated historically they have been unable to fill that position.
 - f. Councilperson Margaret Johnston stated she also wasn't sure about the money to hire someone to redo the policy manual for the police department.
 - g. Mayor Holbrook stated he thinks it should be left in because the budget is there just in case but actually spending it is a different matter.
 - h. Carlos Esparza stated he thinks Dennis was just planning for either an entry level person or a higher paid officer.
 - i. LaDawn Lawson stated the policy changes would be done by someone who does that specifically for police officers.
 - j. Councilperson Pam Griswold stated she doesn't have a problem leaving it as it stands.

- k. Vice Mayor Lincoln Litchfield agreed.
- l. Councilperson Cameron Kinney pointed out an error for the capital projects total amount on page 10.
- m. Vice Mayor Litchfield asked Linda Bingaman how much a quarter million would do for the fire department.
- n. Chief Linda Bingaman stated she thinks it would get the plumbing and electricity but she wasn't sure about the curb, gutter, and sidewalk. Chief Linda Bingaman stated the original estimate for it all was \$500,000.00.
- o. Vice Mayor Litchfield stated he would like to see it all done.
- p. Mayor Holbrook stated he would like to see it done in parts and do it right instead of cheaply.
- q. Discussion was held regarding the use of volunteers to finish the fire house.
- r. Councilperson Margaret Johnston stated they could use volunteers so long as they are supervised by a contractor or a contractor signs off on the work.
- s. Councilperson Pam Griswold asked how much money the fire department could put towards it.
- t. Chief Linda Bingaman stated she thinks they have \$80,000 in their building fund.
- u. Councilperson Cameron Kinney stated the original agreement said the fire department would fund the first part of the building and the City would come in and do their portion. Councilperson Kinney stated he thinks the fire department has done their portion and now it is time for the City to step up.
- v. Chief Linda Bingaman asked if they had copies of the original plans and the bids.
- w. LaDawn Lawson stated she thinks they do. LaDawn Lawson stated that in this building the air conditioning and heating has been broken forever.
- x. Carlos Esparza stated for a new system it would cost \$75,000.00.
- y. Further discussion was held regarding the replacement of the heating and cooling in the court house and police department.
- z. Mayor Holbrook stated if a good proposal came forward then it could be a possibility.
- aa. Further discussion was held regarding where money for the project could come from.
- bb. Mayor Holbrook stated that they have put some stuff here and there and if there is savings throughout the year they could possibly pay for it that way.
- cc. Carlos Esparza asked if they want him to get more quotes.
- dd. LaDawn Lawson stated yes.
- ee. Vice Mayor Lincoln Litchfield asked why there is only \$15,000.00 for ambulance billing revenue.
- ff. Chief Linda Bingaman stated REMSA is not doing the billing anymore so they hope they will have more than that but they have to find a biller first.
- gg. Councilperson Margaret Johnston asked if LaDawn had made sure the

Elko County Recreation Board money was budgeted for.

- hh. LaDawn Lawson stated yes.
- ii. Councilperson Margaret Johnston asked if they invest their money in some way.
- jj. LaDawn Lawson stated the only thing they have is the money market account.
- kk. Mayor Dana Holbrook stated he thinks there will be something regarding that on the next agenda.

Vice Mayor Lincoln Litchfield made a motion to table the City of Carlin's Tentative Budget, for fiscal year 2019 – 2020 to the April 10th meeting. Councilperson Margaret Johnston 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 the Carlin City Council Regular Meeting Minutes for February 27, 2019, and all related matters. (For Possible Action).**

Councilperson Cameron Kinney made a motion to approve the Carlin City Council Regular Meeting Minutes for February 27, 2019, and all related matters. Councilperson Margaret Johnston seconded the motion. The motion passed.

- 12. **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 03/09/2019 to 03/22/2019, and all related matters. (For Possible Action).**

Vice Mayor Lincoln Litchfield made a motion to approve the City expenditures for the period of 03/09/2019 to 03/22/2019. Councilperson Pam Griswold seconded the motion. The motion passed.

- 13. **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.

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

