

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

**April 10, 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 Margaret Johnston
Councilperson Cameron Kinney

Council Members Absent:

Councilperson Pam Griswold

Staff:

LaDawn Lawson, City Clerk
Steven E. Wilkinson, Public Works
Ella B. Trujillo, Senior Center Director

Public:

Jan Brizee
Gayle Zomar
Brent Jacobson
Terrell Cole
Sabra Esparza
Patty Whitlock
Coleen Larks
Aprial Belsey
Christine Stotts
Grant Smith
Italia Babcock
Kevin Babcock

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. Kim Starr asked the Council members and the public to write to their Nevada State Representatives in opposition of a new Senate Bill that would prohibit backyard beekeeping in Nevada.
 - b. Kim Starr and Jan Brizee asked the Council to write a letter in opposition of a new Senate Bill presented by Senators in Las Vegas to prohibit backyard beekeeping.
 - c. Mayor Dana Holbrook stated for them to consider a resolution they would need to come back before Council with a resolution and an action item on the agenda.

2. **City Council Members Reports: (Non-Action Item).**
 - a. Councilperson Cameron Kinney stated there is going to be a demonstration of a new dispatch technology system for central dispatch on Thursday, April 18th from 1:00 pm to 2:30 pm at the Elko Police Department Conference room for research and possibly choosing a new system. Councilperson Kinney stated he will not be able to attend the meeting.

3. **Public Comment may be taken prior to any Action Being Taken by the Council: Review, discussion, and possible approval to move forward on acquiring and or receiving Assessor's Parcel #002-193-004, 923 Main Street from Elko County. (For Possible Action).**
 - a. Mayor Dana Holbrook stated he was told that the old Catholic Church was going up on the tax auction for the County so he drafted a letter to Commissioner Eklund with a request that it be pulled from the tax sale with the possibility of the City of Carlin acquiring it but of course it is a Council decision to move forward with it. Mayor Holbrook stated he feels it is one of the historic buildings in this town that should try to be saved and so he wanted to put it on the agenda. Mayor Holbrook stated it is not County property yet but if the taxes are not fully paid by the end of the month it would become County property and he would like to try to move forward with acquiring it for the City.
 - b. Gayle Zomar asked if that means they will not be able to purchase it for the taxes.
 - c. Mayor Dana Holbrook stated if it goes fully into default then the City can go before the County Commissioners to ask if they can donate it to the City of Carlin or perhaps the City can pay the taxes owed. Mayor Holbrook stated in Nye County he has seen property donated to the town board.

- d. Gayle Zomar asked what they would use the building for.
- e. Mayor Dana Holbrook stated the first thing he would like to see is it kept from falling down and he doesn't have any big plans as of yet. Mayor Holbrook stated he would like to see it restored for use as a rec. hall or weddings but the main thing is to get it and preserve it. Mayor Holbrook stated he hopes they can get a group together to get it renovated.
- f. Mayor Dana Holbrook read into the record a letter from Melinda Harris in support of the acquisition of the property.
- g. Sabra Esparza stated she wants to address the concern that the City will be pouring money into this building. Sabra Esparza stated the State Historic Preservation Office has told them that the City would be eligible for grants to restore the building. Sabra Esparza stated if it was owned by a private person they would not be likely to be able to get the grants.
- h. Grant Smith stated he lives three buildings away from the building and it is a fire hazard. Grant Smith stated the City of Carlin and the people around have had plenty of chances to fix it up and it is not getting done. Grant Smith stated it is a place for transients but in the meantime it is a dead spot.
- i. Aprial Belsey asked if they do restore the building do they have a projected timeline.
- j. Mayor Holbrook stated they do not have a plan as of now.
- k. Aprial Belsey stated she parks her car there to try to keep people away and she tries to keep the property clean. Aprial Belsey asked if they do get grants for the property and they fall through do they have a back up plan.
- l. Mayor Dana Holbrook stated at this time there are no plans but he has had a lot of citizens outside of the historical society come to him and tell him that they would help with the restoration.
- m. Aprial Belsey stated she would love to see it go on auction so she could purchase it and get it fixed up and let the community enjoy the church.
- n. Mayor Dana Holbrook stated from his perspective the City has been here for 150 years and they will be here 150 years from now so they would be in a position to watch over it in the long-term.
- o. Aprial Belsey stated she would give it to her kids or grand-kids. Aprial Belsey stated she owns both homes on either side of the church and she doesn't want it to be torn down. Aprial Belsey stated she tries to pull weeds and keep it cleaned up.
- p. Mayor Dana Holbrook stated he has spent time down there during clean-up week pulling weeds.
- q. Kim Starr stated she assumes the City would get it cleaned up and secure it and keep transients out.
- r. Aprial Belsey asked if the City doesn't acquire it would it go back up for auction.
- s. Mayor Dana Holbrook stated that would be the County Commissioner's decision.
- t. Vice Mayor Lincoln Litchfield stated since he has been here that is something you see when you come down 10th Street and he always

thought it would be good to have it restored and his heart hurt when he found out it is owned by a private citizen who didn't care about it. Vice Mayor Litchfield stated he is concerned the owner could come back and get the property for taxes.

- u. Dawn Knight stated once it goes to tax deed the owner cannot buy it back.
- v. Vice Mayor Lincoln Litchfield stated he is in full support of it then.
- w. April Belsey stated when she called the County he had until the 22nd of April to pay the taxes.
- x. Ella B. Trujillo explained why the church is significant to her. Ella Trujillo stated that if the church goes to auction there is no guarantee that someone who appreciates the building would get it. Ella Trujillo stated she realizes it is a fire hazard but she lives next door to another fire hazard and her neighbor spent a lot of time cleaning it up and she thinks the same can happen for the church.
- y. Grant Smith stated it is a fire hazard.
- z. April Belsey stated they are zoned residential and wanted to know if they would have to rezone it.
- aa. Vice Mayor Lincoln Litchfield stated because it is a church it would stay residential.
- bb. Gayle Zomar stated she hopes they get the church.
- cc. Colleen Larks stated she loves that church, she was baptized there, had her first communion and confirmation there, and if it had been open when she was married she would have been married there. Colleen Larks stated she really hopes the City gets it and she knows people will help, so go for it.

Vice Mayor Lincoln Litchfield made a motion to approve to move forward on acquiring and or receiving Assessor's Parcel #002-193-004, 923 Main Street from Elko County. Councilperson Cameron Kinney 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 select a new employee health insurance plan or renew the current employee health insurance plan with Sierra Health and Life of Nevada, and all related matters. (For Possible Action).**
- a. Mayor Dana Holbrook asked if the Department Heads had a chance to give the proposed plan information to their employees for review.
 - b. LaDawn Lawson stated it just went out with the packet.
 - c. Vice Mayor Litchfield and Councilperson Cameron Kinney both stated they think they should give them a chance to review it.

Vice Mayor Lincoln Litchfield made a motion to table the employee health insurance plan and all related matters. Councilperson Margaret Johnston seconded the motion. The motion passed.

5. **Public Comment may be taken prior to any Action Being Taken by the Council: Review, discussion, and possible approval of a Liquor Permit for Kevin Babcock dba as Smashers Café, 521 Chestnut St. This license is contingent upon him obtaining his City of Carlin business license (For Possible Action).**

Councilperson Margaret Johnston made a motion to approve the liquor permit for Kevin Babcock and all related matters. 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 and discussion, and possible approval of closing USDA Waterbond bank account to avoid bank fees and transferring the balance to the Money Market account and all related matters. (For Possible Action).**
 - a. Mayor Dana Holbrook stated it is an account set up for the water line which is complete so they just want to move it so they are not charged fees on the account for inactivity.

Vice Mayor Lincoln Litchfield made a motion to approve the USDA Waterbond bank account closing and transferring the balance to the Money Market account. Councilperson Cameron Kinney 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 the City of Carlin's Tentative Budget for fiscal year 2019-2020 to be submitted to the Department of Taxation and all related matters. (For Possible Action).**
 - a. Councilperson Cameron Kinney stated on page 13 under the City Manager the benefits needed to be corrected to \$35,000.00.

Vice Mayor Lincoln Litchfield made a motion to approve the City of Carlin's Tentative Budget for fiscal year 2019-2020, with the change on page 13 City Manager Employee Benefits from \$25,000 to \$35,000, and all related matters. Councilperson Cameron Kinney 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 appointment of Patricia A. Pizzano Miraglia, Ph.D., as the Carlin City manager, which shall be possibly conditional upon and subject to an approved background check by the City, and conditional upon and subject to entering into an employment agreement, and the terms addressed in agenda item 9 herein, and all related matters. (For Possible Action).**
 - a. Mayor Dana Holbrook stated he would combine Agenda Item #8 and #9 because the background information has not been completed. Mayor Holbrook stated he has spoken to Patricia and he is requesting that they table both items until they can get it done.

- b. Councilperson Cameron Kinney stated he did want to make some changes to the employment agreement. Further discussion was held regarding the changes desired.

Vice Mayor Lincoln Litchfield made a motion to table agenda items eight and nine. Councilperson Margaret Johnston seconded the motion. The motion passed.

9. **Public Comment may be taken prior to any Action Being Taken by the Council: Possible review, discussion, negotiation, deliberation, entering into a contract, and/or further action for the Carlin City Manager Position between Patricia A. Pizzano Miraglia, Ph.D and the City of Carlin, which may be conditional upon and subject to the terms addressed in agenda item 8 herein, including appointment, and approved background check, and may be subject to and/or referred to City Attorney's office, other City officials, or a committee that may be appointed by the Mayor, for review, drafting, and/or approval of said contract, and all related matters. (For Possible Action).**

Item tabled in previous agenda item.

10. **Public Comment may be taken prior to any Action Being Taken by the Council: Discussion and possible approval of creating a list of goals and priorities for the position of City Manager and all related matters. (For Possible Action).**
 - a. Mayor Dana Holbrook stated he would like them to put together a list of priorities for the new City Manager.
 - b. Vice Mayor Lincoln Litchfield would like the City Manager to come to the various board meetings when they first start so they know what each board does and how they function. Vice Mayor Litchfield stated he would also like her to get to know their town.
 - c. Councilperson Margaret Johnston stated she has a whole list including working on enforcement of city codes, developing a street maintenance program, finishing the fire house, creating succession plans for all the departments and staff, improving the presentation of the budget to increase transparency, getting to work a.s.a.p on water infrastructure, providing guidelines to the boards so they understand their bylaws and what they are supposed to work on, and getting involved with the citizens and increasing volunteers.
 - d. Discussion was held about how to prioritize the City Manager's job duties so they are not blindsided, overwhelmed, or unsure what to concentrate on.
 - e. Mayor Dana Holbrook stated his list includes listening to the public, human resources, government compliance and reporting, city agendas, business development, housing, infrastructure, grants, Pool & Pact meetings, code compliance, and Department Head meetings.
 - f. Vice Mayor Lincoln Litchfield stated they used to set goals for the City

Manager so he is glad to see them start doing this again.

- g. Ella Trujillo stated she would like to see the new City Manager get to know each of the Departments and how they work.
- h. Further discussion was held regarding how to decide what is important.
- i. Mayor Dana Holbrook asked them to all to bring their ideas to the next meeting.

No Action Taken.

- 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 March 13, 2019, and all related matters. (For Possible Action).**
 - a. Councilperson Cameron Kinney stated he had a correction on number 6 because he thought they had agreed it would be interim or full-time.

Councilperson Cameron Kinney made a motion to approve, the Carlin City Council Regular Meeting Minutes for March 13, 2019, with the correction on page 3, section 6, paragraph c, changing it to interim or full-time. 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 03/23/2019 to 04/5/2019, and all related matters. (For Possible Action).**

Councilperson Margaret Johnston made a motion to approve the City expenditures for the period of 03/23/2019 to 04/05/2019. Councilperson Lincoln Litchfield 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).**
 - a. Steve Wilkinson asked if they would be discussing the insurance at the next meeting.
 - b. Mayor Dana Holbrook stated he hopes so.
 - c. Ella Trujillo stated the Carlin Historical Society would be raising their banner on the museum and they would be doing some cleaning on Saturday. Ella Trujillo stated they are welcome to join them on Saturday at 9 a.m. Ella Trujillo thanked Public Works for their hard work on the building.


- d. Brent Jacobson stated the Carlin Friend's of the Library did raise the funds to purchase the old post office building and they are moving forward to turn it into an event and youth center for Carlin.

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

Councilperson Cameron Kinney made a motion to adjourn. Vice Mayor Lincoln Litchfield seconded the motion. Mayor Dana Holbrook adjourned the meeting at 8:08 p.m.

Approved:

Attest:



Mayor Dana Holbrook



City Clerk LaDawn Lawson