

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

**June 12, 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 (appeared by telephone)
Councilperson Pam Griswold
Councilperson Cameron Kinney

Council Members Absent:

Councilperson Margaret Johnston

Staff:

Heather Trujillo, Assistant City Clerk
Ella B. Trujillo, Senior Center Director
Carlos Esparza, Public Works Director
Linda Bingaman, Fire Department Chief

Public:

Diane Arvizo
Katie Coleman
Chris P. Woster
Roger Anderson
Christian Lott
Brent Jacobson
Ellen Meshefski
Joe Lott
Lori Lott
Terrell Cole
D'Anne Wright
Nate Mildren

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 gave a report on the NDF Honor Camp Crew.
 - b. Vice Mayor Lincoln Litchfield gave a report on Title 3 and the Memorial Day ceremony.
 - c. Councilperson Pam Griswold gave a report on the Parks and Recreation Board plans for the Fourth of July celebrations and the Sho n' Shine.

3. **Old Catholic Church (For Possible Action):**

Discussion and possible action on how to handle the repairs and restoration of the building, the Old Catholic Church located at 923 Main Street, aka APN 002-193-004.

No Action Taken.

4. **City Manager (For Possible Action):**

Madison Mahon, new City Manager, will start June 19, 2019. Department Heads and employees are invited to meet Ms. Mahon on June 19, 2019, in the morning of June 19, 2019, at the Carlin Administration Building.

No Action Taken.

5. **Ambulance Billing (For Possible Action):**

Discussion and review of electronic lock boxes to use with Medical Management Services, Inc., dba Iris Medical Billing.

Councilperson Pam Griswold made a motion to that they pursue through Nevada State Bank for an electronic lock box to be used with Medical Management Services, Inc. dba Iris Medical Billing for a term of 6 months to review at that time to see if it is beneficial or to change to a different bank. Councilperson Cameron Kinney seconded the motion. The motion passed.

6. **Friends of the Library (For Possible Action).**

Discussion and possible approval of adding the new Friends of the Library (Old Post Office, 372 8th Street, Carlin) to the City's insurance. The Friends of the Library will pay any additional premium, if required by the insurance pool.

Councilperson Pam Griswold made a motion to approve the adding of the new Friends of the Library building which is the Old Post Office, 372 8th Street, in Carlin, Nevada, to the City's insurance policy, with the understanding that the Friends of the Library will pay whatever the insurance premium is on that building and also with the understand that at anytime the City has the right to cancel that insurance policy and with the understanding that it will be reviewed in a one year time period to see if that insurance policy should continue forward under the City of Carlin. Vice Mayor Lincoln Litchfield seconded the motion. Councilperson Cameron Kinney voted no. The motion passed.

7. PUBLIC WORKS (For Possible Action):

Review, discussion and possible award of a change order for the 2019 Carlin Chip Seal Project, PWP No. EL-2019-139. Sierra Nevada Construction will honor the original unit price for an additional 38,000 square yards of chip sealing. Project engineer Chris Woster of Farr West Engineering recommends approval of the \$96,191.00 change order.

Councilperson Cameron Kinney made a motion to award a change order for the for the 2019 Carlin Chip Seal Project, PWP No. EL-2019-139 Sierra Nevada Construction for an additional 33,240 square yards of chip sealing and the painting of the stripes for the crosswalks for the price of \$96,191.00. Councilperson Pam Griswold seconded the motion. The motion passed.

8. Resolution 2019-02 (For Possible Action):

Discussion and possible approval of Resolution 2019-02, a Resolution of the City Council of the City of Carlin, Nevada providing for the Transfer of the City's 2019 Private Activity Bond Volume Cap to the Nevada Rural Housing Authority; and Other Matters Related thereto. A full copy of Resolution 2019-02 is available for public inspection at the Carlin Administration Building, 151 S. 8th Street, Carlin, Nevada.

The Nevada Rural Housing Authority is requesting the City transfer its 2019 Bond Cap of \$136,142.05 to the Nevada Rural Housing Authority for use in its Single Family Program

Vice Mayor Lincoln Litchfield made a motion to approve Resolution 2019-02 Resolution 2019-02, a Resolution of the City Council of the City of Carlin, Nevada providing for the transfer of the City's 2019 Private Activity Bond

Volume Cap to the Nevada Rural Housing Authority in the amount of \$136,142.05. Councilperson Pam Griswold seconded the motion. The motion passed.

9. Carlin Equestrian Park Cost Share Request (For Possible Action):

Review and consideration and possible approval of request to share in the cost of moving a vault toilet from the Mining Interpretive Center to the Carlin Equestrian Park. The estimated cost is \$1,800. Carlin Equestrian Park received a quote from Sterling Crane. Does the quote include excavation and refilling? If the City Council decides to participate, from what budget line item will be taken from?

No Action Taken.

10. Joint Venture Consent to Transfer Lease (For Possible Action):

Discussion and consideration and possible approval of Newmont Goldcorp's request for written consent to transfer its lease/agreement with the City of Carlin to the Joint Venture. The Joint Venture will assume the duties and obligations under the Lease/Agreement with the City of Carlin. The letter requesting the consent needs to be signed and sent and faxed back.

Councilperson Pam Griswold made a motion to approve the Newmont Goldcorp's request for written consent to transfer its lease/agreement with the City of Carlin to the Joint Venture, and all related matters. Councilperson Cameron Kinney seconded the motion. The motion passed.

11. Technology Upgrade for the City Council (For Possible Action):

Discussion and consideration of directing the City Manager to work with the City's IT support company to come up with a recommendation possible purchase for city-owned tablets/mini-laptops/I Pad computers for Council member use for the City business. The Council members should also be assigned city email addresses for the conduct of the city business. The use of technology will allow the easier transmittal agendas, and agenda support materials; will allow council members to consolidate project information in one area; and keep important laws, codes, and regulations readily accessible. The IT specialist needs to be part of the process, as there may be a couple of minor server and network issues to be upgraded. Use of electronic document management should save on paper, printer/copier ink and make document storage and retrieval easier.

Councilperson Cameron Kinney made a motion to approve the direction of the City Manager to work with the City's IT support company to come up with recommendations and possible purchase prices for city-owned tablets/mini-laptops/I Pad computers, etc. for Council member use for the City business, and all related matters. Vice Mayor Lincoln Litchfield

seconded the motion. The motion passed.

12. **APPROVAL OF MINUTES (For Possible Action):**

- A) Review, discussion, and possible approval of the Carlin City Council Special Meeting Minutes, for April 30, 2019, and all other matters related thereto.

Councilperson Pam Griswold made a motion to approve the Carlin City Council Special Meeting Minutes, for April 30, 2019. Councilperson Cameron Kinney seconded the motion.

- B) Review, discussion, and possible approval of the Carlin City Council Regular Meeting Minutes, for May 8, 2019, and all other matters related thereto.

Councilperson Cameron Kinney made a motion to approve the Carlin City Council Regular Meeting Minutes, for May 8, 2019. Councilperson Pam Griswold seconded the motion.

13. **APPROVAL of Expenditures (For Possible Action):**

- A) Review, discussion, and possible approval of City expenditures for the period of 05/18/19 to 06/07/19, and all other matters related thereto.

Councilperson Pam Griswold made a motion to approve City expenditures for the period of 05/18/2019 to 06/07/2019, and all related matters. Vice Mayor Lincoln Litchfield seconded the motion. The motion passed.

- B) Review, discussion, and possible approval of Purchase Order for six (6) sets of turn outs the Carlin City Fire Department in the amount of \$10,920.00 from Curtis Tool. This comes from capital outlay.

Councilperson Pam Griswold made a motion to approve the purchase order for six sets of turnouts for the Carlin City Fire Department in the amount of \$10,920.00 from Curtis Tool, and all related matters. Councilperson Cameron Kinney seconded the motion.

14. **PUBLIC COMMENTS: (Non-Action Item)**

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in accordance with applicable law and identified as an action item.


- a. **County Commissioner Cliff Eklund commented on the legislative session.**

15. **Adjournment. (For Possible Action):**

Vice Mayor Lincoln Litchfield made a motion to adjourn. Councilperson Cameron Kinney seconded the motion. Mayor Dana Holbrook adjourned the meeting at 9:05 p.m.

Approved:

Attest:



Mayor Dana Holbrook



Assistant City Clerk Heather Trujillo