

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

**June 24, 2020  
7:00PM**

**Call to Order and Roll Call**

**Mayor Dana Holbrook called the regular meeting of the Carlin City Council to order at 7:00 p.m.**

**Council Members Present: Mayor Dana Holbrook  
Councilperson Pam Griswold  
Councilperson Margaret Johnston  
Councilperson Cameron Kinney**

**Council Members Absent: Vice Mayor Lincoln Litchfield**

**Staff: Madison Mahon, Carlin City Manager  
LaDawn Lawson, Carlin City Clerk  
Linda Bingaman, Carlin Volunteer Fire and Ambulance Chief**

**Public: Jody Hensley, Park 'n Recreation Board  
Tom Bingaman, Carlin Volunteer Fire and Ambulance  
Cliff Eklund, Carlin Equestrian Park  
Doug Hernandez, Carlin Equestrian Park  
Fred Montes de Oca  
Brent Jacobson, Park 'n Recreation Board  
Jan Brizee, Carlin Planning Board**

**Pledge of Allegiance**

- 1. Comment by the General Public (Non-Action Item):** 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.

**Municipal Code: 1-6-11: MANNER OF ADDRESSING BOARD; TIME LIMIT:**  
Each person addressing the board shall first give his name and address for the

records, and unless further time is granted by the presiding officer, shall limit his address to five (5) minutes. All remarks shall be addressed to the board as a body and not to any member thereof. No person, other than the mayor, the members of the board and the person having the floor, shall be permitted to enter into any discussion, either directly or through a member of the board, without the permission of the presiding officer. No question shall be asked except through the presiding officer. (Ord. 81, 9-10-1975, eff. 9-17-1975)

**PUBLIC COMMENT MAY BE TAKEN DURING DISCUSSION OF INDIVIDUAL AGENDA ITEMS.**

- ❖ Mayor Dana Holbrook read a letter from Heather Trujillo into the record. “I think all City sponsored events in Carlin should be cancelled for this summer. Don’t take any chances bringing COVID-19 into our community.”

**2. Chief of Police Job Description (For Possible Action):**

- A) Review, discussion, and possible approval of the job description and pay range for the Chief of Police position, and possible direction to staff to begin the hiring process for the Chief of Police position, and all related matters.

**Motion:**

**Councilperson Cameron Kinney moved to approve the job description and pay range of \$75,000 with no cap dependent upon the experience of the individual for the Chief of Police position and direction to staff begin the hiring process for the Chief of Police position. Councilperson Margaret Johnston seconded the motion. Motion Passed.**

**3. Exempt Employee Performance Evaluation Template (For Possible Action):**

- A) Review, discussion, and possible approval of an updated performance evaluation template for exempt employees, and all related matters.

**Motion:**

**Councilperson Pam Griswold moved to approve the updated performance evaluation template for exempt employees. Councilperson Cameron Kinney seconded the motion. Motion Passed.**

**4. Equestrian Park Events (For Possible Action):**

- A) Review, discussion, and possible action on a request from the Carlin Equestrian Board for approval to hold events at the Carlin Equestrian Center, and all related matters.

**Motion:**

**Councilperson Cameron Kinney moved to approve the request from the Carlin Equestrian Board for approval to hold events at the Carlin Equestrian Center contingent upon guidelines that are approved by the City Manager and the Liaison of the Carlin Equestrian Board. Councilperson Pam Griswold seconded the motion. Motion Passed.**

**5. Parks and Recreation Events (For Possible Action):**

- A) Review, discussion, and possible action on a request from the Carlin Parks and Recreation Board for approval to hold 4<sup>th</sup> of July events, including the poker walk, parade, concessions, and bingo, and all related matters.

**Motion:**

**Councilperson Cameron Kinney moved to approve the request from the Carlin Parks and Recreation Board for approval to hold the 4<sup>th</sup> of July events, including the poker walk, parade, concessions after the parade, contingent upon the guidelines that are agreed upon by Brent Jacobson and Madison Mahon, City Manager. Councilperson Pam Griswold seconded the motion. Motion Passed.**

**6. Equestrian Board Appointment (For Possible Action):**

- A) Review, discussion, and possible approval of Gary Wright's appointment to the Carlin Equestrian Board, and all related matters.

**Motion:**

**Councilperson Cameron Kinney moved to approve Gary Wright's appointment to the Carlin Equestrian Board. Councilperson Margaret Johnston seconded the motion. Motion Passed.**

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

- A) Review, discussion, and possible approval of City expenditures for the period of 06/06/2020-06/19/2020, and all related matters. The expenditure list can be requested by emailing City Manager Madison Mahon, [mmahon@cityofcarlin.com](mailto:mmahon@cityofcarlin.com),

**Motion:**

**Councilperson Cameron Kinney moved to approve the City expenditures for the period of 06-06-2020 to 06-19-2020. Councilperson Pam Griswold seconded the motion. Motion Passed.**

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

- A) 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.
- ❖ Jan Brizee stated she appreciates the opportunity to watch the meetings from home but she is unable to give public comment during an Item. She would like to comment on the Chief of Police position. She believes that the Chief should reside in the city limits of Carlin. The reason being is that if you have a water leak and you have to call the Public Works Manager and he has to respond from Elko or Spring Creek, what is lost? Not lives. There are not safety issues and possible criminal activity going on. She believes that the Police Chief needs to be here and approachable and responsive to his men. It is your responsibility as the City Council not

just to hear the loudest voice or the most voices, but to do what is right for the people of Carlin, for the safety of the people of Carlin, she is very adamant on this point. She believes it needs to be put in the job description and he needs to reside here. She knows that has not been the case in the past. That was supposed to be a short-term thing, it turned to a longer one, through nobody's fault. But she really thinks the Chief of Police is in a totally different realm than any of the other department heads of the City and he really need to be here to be with his men.

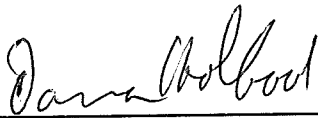
- ❖ Doug Hernandez, Carlin Equestrian Park Board, stated one thing that was not mentioned was that we are selling raffle tickets for a Christensen 300 PRC rifle and the tickets are available throughout the summer and the winner will be chosen at the Ranch Hand Rodeo in August. He stated he has some for sale if anyone is interested in purchasing a ticket.
- ❖ Mayor Dana Holbrook stated he had seen on Facebook that people are commenting they like the live feed and it is getting better. He has heard it questioned that they would like it to continue and from his point of view we will not go away from it again, it is here to stay. We have purchased a laptop and, in his opinion, it is a great tool not just in these times and he would like to see it stay.
- ❖ Linda Bingaman, Carlin Volunteer Fire and Ambulance Chief, stated they were able to get the fireworks and they should arrive in time.

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


**Motion :**

**Councilperson Cameron Kinney moved to adjourn the Carlin City Council meeting. Councilperson Margaret Johnston seconded the motion. Motion passed and Mayor Dana Holbrook adjourned the meeting at 7:50 p.m.**

**Approved:**

  
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**Mayor Dana Holbrook**

**Attest:**

  
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**LaDawn Lawson, Carlin City Clerk**