

CARLIN CITY COUNCIL
CITY OF CARLIN, STATE OF NEVADA
REGULAR MEETING
CARLIN CITY HALL
101 SOUTH EIGHTH STREET
CARLIN, NEVADA

July 22, 2009, 7:00 p.m.

Call to Order and Roll Call:

Vice Mayor Donnetta Skinner called the meeting of the City Council to order at 7:00 p.m.

1. Council Members Present: Mayor Cliff Eklund
Vice Mayor Donnetta Skinner
Councilperson Lee Griswold
Councilperson Lincoln Litchfield
Councilperson David Trujillo

Absent:

2. Administrative Staff: City Manager Glenn S. Trust, City Clerk LaDawn Lawson, Carlos Esparza, Director of Public Works
3. Public Present: Floyd Fisk, Karla Jones, W D Jones, Anna Dean, Steve Feasel, Bob DeMars, Angie DeMars, Lon Thompson

Pledge of Allegiance

I. Public hearing to set the fair market lease value of a parcel of land generally described as a portion of the SW ¼ of the SE ¼ of Section 16 Township 33 North, with one independent appraisal having been performed, as required by NRS 268.059, and all matters related thereto. (Action Item)

1. City Manager Glenn Trust reported this is part of a two-agenda item process pursuant to the meeting of June 24, 2009 when the Council approved the installation and operation of a motocross track. He noted the Council would need to take action to agree to lease the 27.5 acres to Bob and Angelina DeMars as an economic development area and this item would be for the approval of the final appraisal. The appraised lease value was \$400.00, which would be discussed in the next item. He noted there is no water, sewer or power to the property at present.
2. **Councilperson Lincoln Litchfield moved to set the fair market lease value of a parcel of land generally described as a portion of the SW ¼ of the SE ¼ of Section 16 Township 33 North, at \$122,000 by Andrea Davis with one independent appraisal having been performed, as required by NRS 268.059, and all matters related thereto. Vice Mayor Donnetta Skinner seconded the motion. The motion carried.**

II. Discussion, review and possible approval of a resolution pursuant to NRS 268.063 finding that it is in the City's best interests to lease a parcel of property to Bob and Angelina DeMars for the purpose of economic development in establishing a Motocross Track in the City of Carlin without further offering the property to the public and at a lease value established by the resolution, and all matters related thereto. (Action Item)

1. City Manager Glenn Trust explained that the governing board may lease land for less than fair market value or less than the appraised value as long as a resolution is adopted that it is in the best interest of the City and for economic development uses. He read Resolution No. 2009-08 into the record. He stated he has prepared a lease for the land for board approval.
2. Bob DeMars stated there has been a lot of research into the effort. He stated he and his wife will give 110% and has read the lease and agrees.

3. Councilperson Lincoln Litchfield inquired when they would start doing the work.
4. Bob DeMars stated this weekend, because he has an insurance binder that will be in effect as soon as the lease is signed.
5. Councilperson Lincoln Litchfield inquired if they plan to put on a race in November.
6. Bob DeMars stated he cannot promise, but that is their intent in late October.
7. Mayor Cliff Eklund inquired if there is enough time for advertising.
8. Bob DeMars stated this will be a professional operation and there would be time.
9. Councilperson Lincoln Litchfield inquired if there is a provision if the dirt is not moved.
10. City Manager Glenn Trust stated it is a two-year lease.
11. **Vice Mayor Donnetta Skinner moved for approval of a resolution pursuant to NRS 268.063 finding that it is in the City's best interests to lease a parcel of property to Bob and Angelina DeMars for the purpose of economic development in establishing a Motocross Track in the City of Carlin without further offering the property to the public and at a lease value established by the resolution, and all matters related thereto. Councilperson Lee Griswold seconded the motion. The motion carried.**

III. Discussion and possible approval of acceptance of title to property located at 603-605 Main Street, Carlin, Nevada, deeded to the City by John Fong and requiring clean-up and removal of debris from a fire, and all matters related thereto. (Action Item)

1. Mayor Cliff Eklund stated this has been an ongoing problem for several years, and it has now been signed over to the City, who will then clean it up and make plans for the property.
2. Councilperson David Trujillo inquired about the cost estimates.
3. City Manager Glenn Trust reported Carlos Esparza, Director of Public Works has the estimates.
4. Carlos Esparza, Director of Public Works explained he has an estimate from Canyon Construction at approximately \$28,000 to \$29,000. He stated Mach 4 would have an estimate by the end of the week, as well as Barney Trucking.
5. Mayor Cliff Eklund stated there was an evaluation done a year ago by Converse Consultants who determined the asbestos was a low-level hazard.
6. City Manager Glenn Trust stated Converse Consultants tested at 25 points in the site and there were no readings, except at one point, which was very slight.
7. Councilperson Lee Griswold stated it was originally set up for the Honor Camp to remove.
8. **Councilperson Lincoln Litchfield moved for approval of acceptance of title to property located at 603-605 Main Street, Carlin, Nevada, deeded to the City by John Fong and requiring clean-up and removal of debris from a fire, and all matters related thereto. Councilperson Lee Griswold seconded the motion. The motion carried.**

IV. Discussion, review and possible approval of the annual, Debt Management report and Capital Improvement plan as pursuant to NRS 350.013 and 354.5945, and all matters related thereto. (Action Item)

1. City Manager Glenn Trust explained this is an annual report that must be submitted, basically reporting the City's debt. He explained the totals and remaining debt costs for a total indebtedness of \$622,450.00 and by statute the City is allowed a maximum debt of twenty percent (20%) of the assessed value, and the current debt is significantly below the maximum allowed debt. He stated there are capital improvement plans in the current budget.
2. **Councilperson Lincoln Litchfield moved for approval of the annual, Debt Management report and Capital Improvement plan as pursuant to NRS 350.013 and 354.5945, and all matters related thereto. Vice Mayor Donnetta Skinner seconded the motion. The motion carried.**

V. Review, discussion and possible approval of a suggested plan from Jacques Errecart to place instructive panels from the Gold Mining Interpretive Center at the new Library as

previously discussed and tabled pending further information, and all matters related thereto. (Action Item)

1. Vice Mayor Donnetta Skinner stated she did not like the idea of the rocks by Mr. Errecart.
2. Steve Feasel stated any way the panels can be used would be a good design and the Project C person chosen as Citizen of the Year was instrumental in the rock placement at the first location. He indicated he would like to have that person's opinion.
3. Councilperson Lincoln Litchfield stated some of the panels are very site specific.
4. Mayor Cliff Eklund stated those putting up \$1000 had their names on the plaques.
5. Steve Feasel stated one of them has been utilized at the Chinese Gardens.
6. City Manager Glenn Trust stated the letter indicates that it is feasible for limited funding and within the budget.
7. Mayor Cliff Eklund stated they could move to put part of the rocks and plaques at the library, as they need to be seen, because a lot of work has been put into them.
8. Councilperson Lee Griswold suggested they be utilized where they benefit the City the most.
9. **Councilperson Lee Griswold moved for approval of utilizing the panels and rocks from the Gold Mining Interpretive Center at the sites where they will benefit the City of Carlin the most effective way. Councilperson Lincoln Litchfield seconded the motion. The motion carried.**

VI. Discussion, review and possible approval of a request for a variance in type and square footage of a mobile home requested by Karen Hernandez to be placed at 341 D Street, Carlin, Nevada, a parcel currently zoned Residential Mobile Home 2, and in fire zone 3, and all matters related thereto. (Action Item)

1. Mayor Cliff Eklund reported that Ms. Hernandez requested this be removed from the agenda and therefore there would be no action taken.

VII. Review, discussion and possible awarding of a bid for repaving of Fourth Street between School Street and Chestnut Street, and all matters related thereto. (Action Item)

1. Floyd Fisk of High Desert Engineering reported there were three (3) bids received: Ruby Dome \$150,419.20; Staker Parsons \$153,719.13; and Mach 4 Construction \$156, 777.00 and recommended Ruby Dome as the low bidder be awarded the bid.
2. **Vice Mayor Donnetta Skinner moved for approval of awarding of a bid for repaving of Fourth Street between School Street and Chestnut Street, and all matters related thereto. Councilperson Lee Griswold seconded the motion. The motion carried.**

VIII. Review, discussion and possible awarding of a bid for the purchase of stalls for the barn at the Carlin Equestrian and Event Center, and all matters related thereto. (Action Item)

1. Mayor Cliff Eklund stated they have until September 1st to utilize or lose the grant. There were three bids.
2. City Manager Glenn Trust reported Powder River Livestock Handling Equipment bid \$27,692.32; High Desert Livestock Supply \$11,750.00 revised to \$14,950.00 and IFA at \$48,814.00. He stated High Desert Livestock Supply was the low bid and because of the discrepancy between the three bids, they confirmed this price three (3) times.
3. Councilperson Lincoln Litchfield inquired how long it would take.
4. City Manager Glenn Trust stated the specifications denote the time involved.
5. Vice Mayor Donnetta Skinner stated High Desert has lower overhead.
6. **Councilperson Lincoln Litchfield moved to award the bid from High Desert Livestock Supply at \$14,950.00 for the purchase of stalls for the barn at the Carlin Equestrian and Event Center, and all matters related thereto. Vice Mayor Donnetta Skinner seconded the motion. The motion carried.**
7. Discussion was held on the grant and the other improvements, including water, electricity, and handicapped accessible that will be put into the grant.

IX. Review of the City Manager's work performance for the period 7/24/08 to 7/22/09 and terms of the City Manager contract, and all matters related thereto. (Action Item)

1. Mayor Cliff Eklund stated the wording in the City Manager's contract to make this process come due annually and this wording needs to be corrected for the evaluation date. He stated, "They put in the anniversary date and it threw this into confusion. There were some concerns that in the past, the way it was conducted, it may be in violation of the open meeting laws". He stated he called the Attorney General and found they were not in violation. "normally the evaluation is conducted by the individuals, turned over to the Mayor, discusses them with the City Manager and then brought to Council. I have not seen any of the evaluations and we will be going over them during the meeting. In my opinion, it is to go to each Councilperson and have them give their evaluation".
2. Steve Feasel confirmed that it would be discussed in the open meeting.
3. City Manager Glenn Trust stated his understanding is that it has to be done in an open meeting.
4. Mayor Cliff Eklund stated he wanted to table this and the City Manager requested that he not. "We have an evaluation sheet designed by POOL/PACT for the City Manager".
5. Vice Mayor Donnetta Skinner stated it should be tabled.
6. Councilperson Lee Griswold stated he does not have an opinion.
7. Councilperson David Trujillo stated he would like to see the POOL/PACT evaluation form, because it is generic.
8. Councilperson Lincoln Litchfield stated it does not matter to him.
9. Vice Mayor Donnetta Skinner stated it would be fairer to City Manager Glenn Trust.
10. **Vice Mayor Donnetta Skinner moved that they table the review of the City Manager's work performance for the period 7/24/08 to 7/22/09 and terms of the City Manager contract until they get the correct evaluation form and all matters related thereto. Councilperson David Trujillo seconded the motion. The motion carried.**

X. Review, discussion and possible approval of payments for the period 7/9/09 to 7/22/09, and all matters related thereto. (Action Item)

1. **Vice Mayor Donnetta Skinner moved for approval of payments for the period 7/9/09 to 7/22/09, and all matters related thereto. Councilperson Lee Griswold seconded the motion.**

XI. Review discussion and possible approval of City Council Meeting Minutes for Regular Meetings of the Carlin City Council on 6/10/09 and 6/24/09, and all matters related thereto. (Action Item)

1. Vice Mayor Donnetta Skinner stated they did not receive them and cannot approve them without reading them.
2. City Manager Glenn Trust stated they were in the box.
3. **Councilperson Lincoln Litchfield moved to table approval of City Council Meeting Minutes for Regular Meetings of the Carlin City Council on 6/10/09 and 6/24/09, and all matters related thereto. Vice Mayor Donnetta Skinner seconded the motion. The motion carried.**

XII. City Council Members Report. (Non-Action Item)

1. Vice Mayor Donnetta Skinner reported that new people had signed up for the Senior Center and reported on a person passing. She stated that there have been comments on a pit bull problem in Carlin with 12 pit bulls in a two-block radius at the end of town. The Friends of the Library worked hard to raise the money and there has been nothing done on the Library, "not one teaspoon of dirt has been moved and I am very disgusted with this". She reported the librarian blew out her knee and there have been people stepping in to help. "If we aren't

- going to do anything about this, we need to move on and let them expend the money for other things”. She expressed her appreciation to Carlos Esparza, Director of Public Works.
2. Councilperson Lee Griswold attended the Park & Recreation meeting and the dog rules may need to be “tweaked” for efficiency. He stated the City is looking better.
 3. Councilperson David Trujillo stated the last two weeks on the south side of town have been exciting with two breaks in the line. He stated the Public Works got right on it and it was probably a good learning experience. He commented on the fact that there are ordinances in place for dogs, abandoned cars, trailers parked on the street, but “those guys need to enforce those ordinances. If they write the citations, it will get it under control”.
 4. Councilperson Lincoln Litchfield agreed with Vice Mayor Donnetta Skinner on the dogs and there are a lot of lost dog posters around town. He reported the Planning Commission has made “enormous strides in their codes”.
 5. Vice Mayor Donnetta Skinner inquired about a trailer going in at the end of town not requiring curb and gutter.
 6. City Clerk LaDawn Lawson reported, “When a single wide comes in, the City Engineer is not required to inspect it, therefore it does not require it have curb, gutter and sidewalk. The building permit does not come up to that. We came across this same thing 3 years ago”.
 7. Karla Jones stated it is different, because the one on “Cedar Street and 4th Street had an existing home there and they have moved a new one there. This one did not have a home there and they put one in, so this is a whole new improvement to that lot. That should have to have curb, gutter and sidewalk”.
 8. Mayor Cliff Eklund requested City Manager Glenn Trust research this.
 9. City Manager Glenn Trust stated, “Any improvement to any property occurring requires curb, gutter and sidewalks. The only mention of the \$10,000 is the City Council or City Engineer has the right to waive it up to \$10,000, but after the new planning code is in place, that will not be an option”.
 10. Councilperson Lincoln Litchfield stated the code also addresses the age, noting it looks like it is older than 5 years, more like 20 years.
 11. City Manager Glenn Trust stated, “The current City Code does not have that limitation in it. Until the revised code is in place, we have to abide by the law. The reality is that the code does allow the placement of that trailer”.
 12. Councilperson Lincoln Litchfield stated the revised code would be presented in 3 months.
 13. Mayor Cliff Eklund reported barrel racing was held at the Equestrian Park last weekend. He stated he received a thank you letter from University of Nevada, Reno, as the Council agreed to donate \$2,000.00”.
 14. Discussion was held on the truck parked in Carlin.
 15. Steve Feasel stated he thinks the railroad owns the property and should be contacted.

XIII. City Clerk’s Report. (Non-Action Item)

1. City Clerk LaDawn Lawson had no report.

XIV. City Manager’s Report (Non-Action Item)

1. City Manager Glenn Trust had no report.

XV. Comments by the General Public: Pursuant to NRS 241.020(2C) this time is devoted to comments by the general public and discussion to those comments. No action may be taken upon a matter raised under this item until the matter has been included on a successive agenda and identified as an action item. (Non-Action Item)

1. Steve Feasel inquired about the annexation.
2. City Manager Glenn Trust stated the annexation ordinances would be presented at the end of August for the first reading.
3. Bob DeMars inquired about the library.

4. City Manager Glenn Trust stated the notice to proceed has not been issued.
5. Angie DeMars noted the improvements in the park and inquired about the cover for the playground equipment.
6. City Manager Glenn Trust stated the foundation has to be engineered for the cover to be installed.
7. Discussion was held on the City Manager's evaluation and procedure.
8. Mayor Cliff Eklund stated November is typically the evaluation month and get the wording corrected on the contract. Evaluations start in November, reviewed in December and put on the agenda in February. He stated he would meet with City Manager Glenn Trust on how to proceed. He would like to use the evaluation as a tool to renew the contract, because there has to be 90-day notice if there is not going to be a renewal.

X. Adjournment. (Action Item)
The meeting was adjourned at 8:16 p.m.

APPROVED:

CLIFF EKLUND, MAYOR

ATTEST:

LADAWN LAWSON, CITY CLERK