

CARLIN CITY COUNCIL  
CITY OF CARLIN, STATE OF NEVADA  
REGULAR MEETING  
CARLIN CITY HALL  
101 SOUTH EIGHTH STREET  
CARLIN, NEVADA  
November 12, 2009, 7:00 p.m.

**Call to Order and Roll Call:**

Mayor Cliff Eklund called the meeting of the City Council to order at 7:28 p.m.

1. Council Members Present: Mayor Cliff Eklund  
Vice Mayor Donnetta Skinner  
Councilperson Lincoln Litchfield  
Councilperson David Trujillo  
Absent: Councilperson Lee Griswold
2. Administrative Staff: City Manager Glenn Trust, City Clerk LaDawn Lawson
3. Public Present: Anna Dean, Judy Bradshaw, Ken McCullough, Marie Carpenter, Ronda Simpkins, Lloyd Myers, Howard Wright, Fred Montes de Oca, Larry Burton, Lisa Wolf

**Pledge of Allegiance**

**I. Review, discussion and possible approval of a contract with the Nevada Department of Transportation for the management of a project to install curb, gutter and sidewalk along Chestnut Street from Tenth Street to Sixth Street, funded by the American Recovery and Reinvestment Act (ARRA), and all matters related thereto. (Action Item)**

1. City Manager Glenn Trust reported the City was awarded a stimulus grant for a transportation project and put together a plan with NDOT to put curb, gutter and sidewalk along Chestnut from 10<sup>th</sup> to 6<sup>th</sup> Street and as far as the funding will allow.
2. Mayor Cliff Eklund inquired about the main entrance coming into the City and if there is any excess, would they be able to go another direction on Chestnut.
3. City Manager Glenn Trust stated, "They have already done the survey for the project and marked it and that was not what they surveyed".
4. Vice Mayor Donnetta Skinner inquired if it would be on the opposite side of the school.
5. City Manager Glenn Trust replied it would be on the same side.
6. Mayor Cliff Eklund inquired if it could be on both sides of the street.
7. City Manager Glenn Trust stated it is an option they could discuss with NDOT, because they surveyed both sides of the street.
8. Discussion was held on additional work.
9. Mayor Cliff Eklund suggested they might hold up the project and it might be better to let them do the project as it is.
10. City Manager Glenn Trust stated that it could be discussed, because they have not started anything.
11. Councilperson Lincoln Litchfield stated they would absorb a lot of money doing dirt work on one side of Chestnut.
12. Councilperson David Trujillo stated the money is not going to go very far, inquiring if this is a "one-shot deal".
13. City Manager Glenn Trust stated it is part of the stimulus money and there might be money next year.
14. Discussion was held on the timeframe.
15. Councilperson David Trujillo inquired if the design is going to be compatible with the work that has already been done in that area.
16. City Manager Glenn Trust stated the one issue they have had problems with and discussed by

Tom Ballew is that the curb, gutter and sidewalk is one cost, but if we want it paved to the new road edge to the new sidewalk, that would eat up the money as well and might be a possibility in the future.

17. **Councilperson Lincoln Litchfield moved for approval of a contract with the Nevada Department of Transportation for the management of a project to install curb, gutter and sidewalk along Chestnut Street from Tenth Street to Sixth Street, funded by the American Recovery and Reinvestment Act (ARRA), and all matters related thereto. Vice Mayor Donnetta Skinner seconded the motion. The motion carried.**

**II. Review discussion and possible approval of Resolution 2009-9 and Interlocal agreement between the City of Carlin and Nevada State Fire Marshall, allowing the City to contract with Code Compliance Services, Inc., Jack Speelman, to perform plan reviews and inspections in accordance with codes adopted by the State Fire Marshall, and all matters related thereto. (Action Item)**

1. City Manager Glenn Trust reported the City does not have a certified fire plan inspector. The requirement is to send that plan review to the State Marshal's office with a turnaround of months. "They give us the latitude to approve a Resolution, allowing us to deal with the State Fire Marshal's Office and sign a mutual agreement for compliance and that we use a contractor on their list as plan reviewer. By doing that, we have someone who will respond to the City in a timely fashion. The fees are paid out of the permits and does not impact the budget".
2. Councilperson David Trujillo inquired how much it would cost to train someone to have on staff.
3. City Manager Glenn Trust stated there is a lot of training, cost would be about \$10,000, and it does not cost the City by this method.
4. Howard Wright stated Chief Will Johnston told him what to do and there was no problem.
5. Mayor Cliff Eklund stated that he is not certified to do that at this time.
6. City Manager Glenn Trust stated they have discussed this with him numerous times and he is not certified and has a full time job. He stated the other alternative is to continue to send it to the Fire Marshal's office.
7. Discussion was held on the cost to the City and to the developer.
8. City Manager Glenn Trust stated very few of the projects would require him to come to the City, with most of it done in his office in Sparks/Reno. This will speed up the process and the contractor in Item 3 already performs services for surrounding cities.
9. Councilperson David Trujillo suggested that sometime in the future, they might need to look at someone being trained.
10. **Vice Mayor Donnetta Skinner moved for approval of Resolution 2009-9 and Interlocal agreement between the City of Carlin and Nevada State Fire Marshall, allowing the City to contract with Code Compliance Services, Inc., Jack Speelman, to perform plan reviews and inspections in accordance with codes adopted by the State Fire Marshall, and all matters related thereto. Councilperson Lincoln Litchfield seconded the motion. The motion carried.**

**III. Review, discussion and possible approval of a contract with Code Compliance Services, Inc. to perform plan and code reviews and inspections for the City of Carlin, and all matters related thereto. (Action Item)**

1. City Manager Glenn Trust stated this is the actual contract with the company.
2. Councilperson David Trujillo inquired if this is at will or yearly.
3. City Manager Glenn Trust stated there is no term.
4. Councilperson Lincoln Litchfield stated, "There is no obligation, he can be terminated".
5. City Manager Glenn Trust explained the obligation is with the State Fire Marshal's office, which requires a fire code review and inspection on the property. "We cannot circumvent that

process, we have to be in compliance. Mr. Speelman is on the approved list of the State Fire Marshal's office. If we were to have someone qualified and on staff, we could use them and terminate this agreement".

6. Discussion was held on whether the Fire Chief could be called upon.
7. City Manager Glenn Trust stated that would be a question for the Engineer to make sure that the City is in compliance.
8. Mayor Cliff Eklund read the terms of the agreement and that it would be a one-year renewable contract.
9. Vice Mayor Donnetta Skinner stated they know this person more than the others on the list.
- 10. Vice Mayor Donnetta Skinner moved for approval of a contract with Code Compliance Services, Inc. to perform plan and code reviews and inspections for the City of Carlin, and all matters related thereto. Councilperson Lincoln Litchfield seconded the motion. The motion carried.**

**IV. Review, discussion and possible approval of a proposal by the Carlin Open Door Senior Center Board of Directors to name and designate an alley from Fifth Street to the rear of the Senior Center and new Library Property as a street, and all matters related thereto. (Action Item)**

1. Mayor Cliff Eklund stated, "This is a section that comes off 3<sup>rd</sup> Street and goes between the library and Senior Center. They are referring to the section that ends right at their parking lot".
2. Vice Mayor Donnetta Skinner stated the problem is with the address for those entities, as they will have the same address.
3. Mayor Cliff Eklund stated "Especially for emergency personnel with new volunteers and the address being the same. There was discussion about going down further, but it would change some zoning and setbacks. Right now, it is an alley, it changes to a 13-foot setback and would cause problems for the residents. What is designated is City property and would have no impact".
4. City Manager Glenn Trust stated he had a call from the City Engineer, "it has to be officially dedicated as a street and recorded by the City Attorney, which cannot be done tonight because a parcel map has to be drawn up. Once it is recorded, the Council accepts it and it can become an official street. It can be named as a non-public street, a private street. We probably need to have this in the motion that we start the process, but we cannot dedicate it tonight".
5. Mayor Cliff Eklund inquired if it was not dedicated as a street and named it "Senior Center Way" and left it as an alley, what would that do".
6. City Manager Glenn Trust stated the City owns it and could put a sign on it.
7. Mayor Cliff Eklund stated if it was kept as an alley it would not have to go through the process.
8. Vice Mayor Donnetta Skinner stated the whole idea is to make it official, but would not fix the numbering.
9. City Manager Glenn Trust stated if they want it numbered as a street, they have to go through the dedication process.
10. Judy Bradshaw stated, "The Board of Directors decided that they would like to have a dedicated street as it will have three (3) businesses up there. We would rather have it more official".
11. Councilperson Lincoln Litchfield inquired about the width requirements.
12. City Manager Glenn Trust stated he thought there were dimension requirements, "but according to a definition in the City Code of a street in Carlin is a street, alley, road, a way or a lane or any other designation are all considered streets. The question is whether it is dedicated as a street as the others have been".
13. Councilperson Lincoln Litchfield inquired about the cost.

14. City Manager Glenn Trust stated, "Based on our experience with the City Attorney and Engineer, I am thinking several thousand dollars by the time the survey is done, the map is drawn, the reporting is done and the legal documents drawn up".
15. Mayor Cliff Eklund inquired whether surveying was done.
16. Judy Bradshaw thought it should have been.
17. Councilperson Lincoln Litchfield inquired how wide it is currently.
18. Judy Bradshaw replied, "Two (2) cars will go".
19. Councilperson Lincoln Litchfield stated if there is parking on both sides of the street, would there still be enough room for cars to go on the road.
20. Judy Bradshaw stated, "Maybe parking on one side".
21. Councilperson Lincoln Litchfield stated if there is curb, gutter and sidewalk, "you cannot tell people they cannot park on one side of the street".
22. Judy Bradshaw stated it is not wide enough right now.
23. Mayor Cliff Eklund stated they could put signs saying no parking.
24. Vice Mayor Donnetta Skinner stated it needs to be made a street.
25. Judy Bradshaw stated it should be official because there will be businesses.
26. Councilperson Lincoln Litchfield stated it is permissible to have letters behind an address.
27. Vice Mayor Donnetta Skinner stated it is confusing if it does not have a map to find it.
28. Judy Bradshaw stated there might be a time the owner of the other property may want to develop it and extend the street.
29. Mayor Cliff Eklund stated if they change this to a street from an alley, they would change Brad Owens' property's setbacks. He explained an alley has a 5' setback and a street 15' setback and could have an impact on private property. He stated to do that they would have to go through a couple of hearing processes.
30. Councilperson Lincoln Litchfield stated if there were a corner, it would be two (2) 15' setbacks.
31. Mayor Cliff Eklund stated they are talking about stopping it at the parking lot.
32. City Manager Glenn Trust stated if the Board chooses not to stop it there, it opens a zoning variance issue and changing setbacks.
33. Mayor Cliff Eklund stated it makes it a long process.
34. Vice Mayor Donnetta Skinner stated the street has to be done properly.
35. Discussion was held on the money and whether the City had it.
36. Fred Montes de Oca inquired if they could allow the building to go up if there was a street, and the number of feet of setback that would be required.
37. Mayor Cliff Eklund stated that is not an issue on City property with that, but when it goes beyond City property to Mr. Owens property, which is right up against that property. "If we go beyond it with the street, we are impacting his property, either positively or negatively for building purposes. If the Board wants to do that, we can start the hearing process, but my thought would be to just deal with the section that would impact the library, Senior Center and Clinic for now".
38. Councilperson David Trujillo stated, "From 5<sup>th</sup> Street to the rear of the Senior Center, but what City Manager Glenn Trust says, if we have to go through the official process of designating it a street, we cannot vote on it. We can start the process".
39. Ronda Simpkins inquired if they are planning to curb and gutter the library side only.
40. Mayor Cliff Eklund stated, "It will have to be".
41. Judy Bradshaw stated that is why they want it designated a street.
42. **Councilperson Lincoln Litchfield moved for approval to start the process to name and designate an alley from Fifth Street to the rear of the Senior Center and new Library Property as a street, and all matters related thereto. Councilperson David Trujillo seconded the motion. The motion carried.**
43. Discussion was held on the naming of the street.
44. Howard Wright stated it would better Mr. Owens property as a street.

**V. Review, discussion and possible approval of the City Manager’s performance evaluation for the preceding year, and all matters related thereto. (Action Item)**

1. Mayor Cliff Eklund stated an evaluation was conducted in accordance with City Manager Glenn Trust’s contract and City policy with the highest score of 157 to the lowest of 132 with an average of 146.
2. Councilperson David Trujillo commented, “I don’t have contact with City Manager Glenn Trust on a daily basis and did not really feel that I was justified in giving some of the scores up or down, because I felt I didn’t have enough information. If there were some other way we could do it, I would be all for it”.
3. Councilperson Lincoln Litchfield agreed, “I like to give wiggle room for people and the ability to achieve higher, so I went a little below average. I think he is doing an excellent job”.
4. Mayor Cliff Eklund stated this evaluation is from POOL/PACT, “I agree with what you are saying, because I was in the same position several years ago. Councilperson Lincoln Litchfield and Councilperson David Trujillo have full time jobs and don’t have the contact”.
5. Councilperson David Trujillo stated in a lot of the questions, “You had to have contact on a daily basis to make a fair judgment. I did not feel confident with that”.
6. Vice Mayor Donnetta Skinner stated. “The evaluation is fair. I like it better than the one we did a few years ago. I think it needs to have a little bit more explanation. I think City Manager Glenn Trust got a high average on the evaluation. The first time is very difficult”.
7. Mayor Cliff Eklund stated, “This is the highest scoring evaluation that I have been associated with for an average. I do not score many 4s because I do not feel there is any room for improvement. I did give him 4s in personal conduct, because he conducts himself in a professional manner. Overall, I think he does a very good job representing the City. He has a good business background, but because public service jobs are done differently, I would like him to do a little more training and keep up the training sessions. They give us more knowledge and get new ideas from different entities and personnel. One thing we did learn through this process is that we are eligible for CDBG grants. We have had differences of opinion, but in every case, we talked about it”.
8. Vice Mayor Donnetta Skinner stated he has done an excellent job and there are a few things I would like to see him improve on, just as in everyone’s evaluation.
9. Discussion was held on the highest possible score.
10. Councilperson David Trujillo stated City Manager Glenn Trust knows his strengths and weaknesses, “I agree that you have done a great job”.
11. **Vice Mayor Donnetta Skinner moved for approval of the City Manager’s performance evaluation for the preceding year, and all matters related thereto. Councilperson Lincoln Litchfield seconded the motion. The motion carried.**

**VI. Review discussion and possible approval of City Council Meeting Minutes for CDBG Public Hearing on 10/07/09, and all matters related thereto. (Action Item)**

1. Vice Mayor Donnetta Skinner stated, “Until the Clinic begins to service our people a little bit better, they are not going to get me behind them. I do not like the way they are treating our townspeople. I think unless they do something drastic to make it better and make the people feel better; I am not going to support it. They cannot get appointments. They are rude to people who call for an appointment. If they cannot take care of our people, I don’t want them”.
2. Councilperson David Trujillo inquired, “Who would we bring these concerns to”.
3. City Manager Glenn Trust stated he could call the Carlin Health Center’s office.
4. Mayor Cliff Eklund stated, “If they call for an appointment, the appointment is made in Las Vegas. How do they know what’s going on in Carlin. One person called the Clinic and there was no one there. The Las Vegas people then told her that the doctor was in the room with a

patient, how do they know what is going on here”.

5. Vice Mayor Donnetta Skinner stated, “Actually there was no one at the Clinic at the time. The communication between the two is not good and needs to be addressed. The whole thing needs to be fixed”.
6. Mayor Cliff Eklund stated there should be some type of phone communication with the local Clinic.
7. Larry Burton stated, “ I echo Vice Mayor Donnetta Skinner’s sentiments. I had some serious health challenges in the last few years and on three (3) different occasions tried to use the Clinic for a simple little task of drawing blood. If you wait too long between blood draws, they want to do more physicals, even though your doctor wants it drawn. Things like that do not help their cause. I now drive to Elko, rather than using them for anything. It is a pain for me, but it loses business for them”.
8. Vice Mayor Donnetta Skinner stated, “I have several complaints from seniors. I think we need to fix it”.
9. **Councilperson Lee Griswold moved for approval of City Council Meeting Minutes for the CDBG Public Hearing on 10/07/09, and all matters related thereto. Councilperson David Trujillo seconded the motion. The motion carried with Vice Mayor Donnetta Skinner recusing.**

**VII. Review, discussion and possible approval of payments for the period 10/29/09 to 11/12/09, and all matters related thereto. (Action Item)**

1. **Councilperson Lincoln Litchfield moved for approval of payments for the period 10/29/09 to 11/12/09, and all matters related thereto. Councilperson David Trujillo seconded the motion. The motion carried with Councilperson Lincoln Litchfield abstaining from One-Stop Auto Parts.**

**VIII. City Council Members Report. (Non-Action Item)**

1. Councilperson David Trujillo had no report.
2. Councilperson Lincoln Litchfield reported he attended a class on hybrid vehicles, which was attended by the Fire and Street Departments, as well as other Public Works. He stated it was informative on the dangers.
3. Vice Mayor Donnetta Skinner stated the concerns with the entrance of the cemetery torn up currently. There was no veteran’s ceremony because of the hole. “When we do this type of thing, we need to think it through, because it makes hard feelings. She reported the Senior Center is doing well and she discussed the library building with Tom Ballew. The Library Board needs to be better informed. She stated she attended the motocross on Sunday and everyone was having a great time; there were no complaints.
4. Councilperson Lincoln Litchfield stated there were 150 riders for a first event.
5. Mayor Cliff Eklund reported, “I was contacted and talked to Project C and was told that the City Engineer’s office was the hold up. I then called Vice Mayor Donnetta Skinner to solve the problem. I think the City Crews have gotten a lot done on the streets”.

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

1. City Clerk LaDawn Lawson reported they are working with the auditors for the past week and a half, noting she thinks it looks good.

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

1. City Manager Glenn Trust stated, “I thank you for the performance reviews and did read them with great interest. I am dedicated to the City and will continue to try to improve and do a good job. There have been some issues going on at the Cemetery regarding the type of curb, rounding it up and fixing it. I have a commitment from the Con Crew that they will be working on the library after the holiday. To the Friends of the Library concerns, there was a

public bid opened in a public meeting and \$44,000 is the correct price for the grading, foundation work, and the alley graded. It was the low bid and no money of the Friends has been used. We have applied to the County for the grant money and we have not heard yet. The Audit is tedious, but going well; auditors seem reasonably pleased and that report will be to us at the end of November. You approved a couple of months ago the foreclosure of property of NV Developers; that has been progressing. Tomorrow at 10:00 a.m. there will be an auction and you are welcome to be there. My expectation is that no one is really going to bid on it, because of the value we are asking for. Whoever bids on it, whether the City or an outside bidder, will have to pay the transfer tax. We will keep our opening bid somewhat low unless someone else bids, we will then raise our bid. That is the direction we were given in June”.

**XI. 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. Councilperson Lincoln Litchfield stated he has heard a comment on the Clinic. “I thought the Clinic was doing an excellent job, now I am hearing the Clinic does not really service the people of Carlin and turn people away”.
2. Mayor Cliff Eklund stated they cannot turn people away because of federal funding.
3. Vice Mayor Donnetta Skinner replied, “Yes they can and they do every day of the week”.
4. Lloyd Myers inquired about the train coming through at higher speeds. “Are the arms safe enough”.
5. Mayor Cliff Eklund stated, “From the meeting that we had with the railroad, it will not be the last increase in speed. They want it 70 mph”.
6. Lloyd Myers inquired what was being done on the hill by the ‘C’.
7. Discussion was held on the drilling for gold there.
8. Discussion was held on the amount for the ARRA grant.

**XII. Adjournment. (Action Item)  
The meeting was adjourned at 8:15 p.m.**

**APPROVED:**

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**CLIFF EKLUND, MAYOR**

**ATTEST:**

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**LADAWN LAWSON, CITY CLERK**