

City of Elko)
County of Elko)
State of Nevada)

SS April 9, 2019

The City Council of the City of Elko, State of Nevada met for a regular meeting beginning at 4:00 p.m., Tuesday, April 9, 2019.

This meeting was called to order by Mayor Reece Keener.

CALL TO ORDER

ROLL CALL

Mayor Present: Reece Keener

Council Present: Councilwoman Mandy Simons
Councilman Robert Schmidlein
Councilman Chip Stone
Councilman Bill Hance

City Staff Present: Curtis Calder, City Manager
Scott Wilkinson, Assistant City Manager
Ryan Limberg, Utilities Director
Troy Poncin, Information Systems Manager
Jeff Ford, Building Official
Karen Walthers, Animal Shelter Manager
Bob Thibault, Civil Engineer
Mike Haddenham, WRF Superintendent
Mike Hess, Landfill Superintendent
Dale Johnson, Water/Sewer Superintendent
Pete Dondero, Golf Course Superintendent
Susie Shurtz, Human Resources Manager
Cathy Laughlin, City Planner
Candi Quilici, Accounting Manager
Dennis Strickland, Public Works Director
Ben Reed Jr., Police Chief
Ty Trouten, Police Captain
Shelby Womack, Police Records Supervisor
James Wiley, Parks and Recreation Director
Jim Foster, Airport Manager
Matt Griego, Fire Chief
Jack Snyder, Deputy Fire Chief
John Holmes, Fire Marshal
Diann Byington, Recording Secretary

PLEDGE OF ALLEGIANCE

COMMENTS BY THE GENERAL PUBLIC

Pursuant to N.R.S. 241, this time is devoted to comments by the public, if any, and discussion of those comments. No action may be taken upon a matter raised under this item on the agenda until the matter itself has been specifically included on a successive agenda and identified as an item for possible action. **ACTION WILL NOT BE TAKEN**

There were no public comments.

APPROVAL OF MINUTES: March 26, 2019 **Regular Session**

The minutes were approved by general consent.

I. **PRESENTATIONS**

- A. Reading of a proclamation by the Mayor recognizing the month of April as Parkinson’s Awareness Month, and matters related thereto. **INFORMATION ONLY – NON ACTION ITEM**

Mayor Keener read the proclamation and gave a copy to representatives.

Karla Walker, Coordinator Parkinson’s Support Group, spoke about the local group and what they do.

Jim Riley, 602 Spring Creek Parkway, said he has Parkinson’s and was diagnosed in 2011. He is doing pretty well. He thinks the chemicals he was exposed to growing up on a farm are the cause of his Parkinson’s. He recommended that everyone should wear his or her rubber gloves, respirators, don’t smoke and don’t drink.

- B. Ready of a proclamation by the Mayor recognizing the week of April 14 – 20, 2019 as National Public Safety Telecommunicators Week, and matters related thereto. **INFORMATION ONLY – NON ACTION ITEM**

Mayor Keener read the proclamation and gave a copy to Donna Holladay, Karrie Hunton and Kathleen Baker.

Karrie Hunton, Assistant Director, thanked Council for recognizing Central Dispatch and the work that they do. She thanked the dispatchers for all of their sacrifices.

- C. Review and possible approval of the Fiscal Year 2019/2020 Tentative Budget, inclusive of all funds, and matters related thereto. **FOR POSSIBLE ACTION**

Staff will provide a revised budget presentation and will be requesting direction on key items, in preparation for tentative budget approval and submittal. CC

Curtis Calder, City Manager, gave a presentation (Exhibit “A”). It had not changed much since the last presentation. Regarding Community Service Donation Requests: Representatives from FISH were present to explain their donation request.

Rudy Garcia, FISH Board Chairman, explained the main reason their request went up from \$20,000 to \$40,000 was due to an increase of the support FISH gives the community. They have increased their services that include emergency food assistance, the soup kitchens, emergency shelter, case manager services, laundry facilities, emergency clothing and other services. Their biggest expenditure this year has been the cold weather shelter and resident services.

Councilwoman Simons asked if FISH plans on continuing with the cold weather shelter.

Mr. Garcia answered they are still discussing that with the board. They need more help from the City and the community. The MOU will have to be modified.

Mayor Keener asked what they are doing to stimulate fund raising.

Sherry Smith, FISH Director, said some of their programs are grant funded, such as the Samaritan House. They have started a fundraiser to sponsor a night. A business or family can sponsor a night for \$26 a night, and that covers for one person to stay at the Samaritan House. The food is mainly donated from local grocery stores. They depend upon grants, donations from the community, other grants and the FISH thrift store.

Mayor Keener asked what kind of funding they have received from the Newmont Legacy fund.

Ms. Smith answered last year it was over \$42,000. They were anticipating more this year but she is disappointed to hear that is going away.

Councilman Stone asked what the cold weather shelter costs.

Ms. Smith answered it is about \$390 a night. They were open 19 nights this last season. They are seeing an increase of the number of people using it from the previous year. She anticipates another increase next winter.

Councilman Stone asked if they will continue with the shelter with the additional funds.

Ms. Smith answered that is what the board has discussed. They want to make some improvements to the shelter first.

Mr. Calder continued with the presentation.

Ryan Limberg, Utilities Director, spoke about the proposed water/sewer shop and some of the options they have to lower the costs.

Councilman Schmidlein said the shop will house equipment, etc. He doesn't think the building needs to be architecturally designed. Does it need the paving?

Mr. Limberg answered the paving is required by code.

Councilman Schmidlein would like to see the total cost of the building be \$8 million, \$4 million for the Water Department and \$4 million for the Sewer Department.

Mayor Keener wasn't sure if that would be enough and wondered if they could compromise a little bit by adding the money they could possibly get for selling the old building (\$500,000) to the total to bring it up to \$8,500,000.

Mr. Calder said he could replace the estimate with a placeholder. He continued with the presentation. He recommended adopting the tentative budget with the changes noted in the tentative operating water fund.

**** A motion was made by Councilwoman Simons, seconded by Councilman Schmidlein, to adopt the tentative budget, with the recommended changes to the Water and Sewer Funds.**

The motion passed unanimously. (5-0)

II. PERSONNEL

A. Employee Introductions:

1) Michelle Rambo, Development Manager

Present and introduced.

B. Review, discussion, and possible approval of Human Resources Policy 7.1.1(1), a policy clarifying the group health insurance eligibility and benefits associated with elected officials employed by the City of Elko, and matters related thereto.

FOR POSSIBLE ACTION

Historically, the City of Elko Group Health Insurance Plan Document has allowed City elected officials to participate in the City's group health insurance plan. This policy reaffirms the practice and further defines the circumstances wherein City elected officials qualify for premium offsets, and the taxability thereof. A copy of the Human Resources Policy 7.1.1(1) has been enclosed in the agenda packet for review. SS

Councilwoman Simons and Councilman Hance both recused themselves from the discussion and left the room.

Curtis Calder, City Manager, explained they are recusing themselves because they do not have insurance through the City. If this new policy is adopted, and they apply for it, they could end up receiving a benefit from it.

Susie Shurtz, Human Resources Manager, explained it has always been past practice for Councilmembers eligibility to be included in the plan document. This policy would formalize and confirm the practice. There have been occasions in the past where councilmembers have not enrolled in benefits because they have outside coverage or they have coverage that does not allow them to enroll in a secondary coverage. This policy addresses those circumstances and would provide the option for councilmembers to apply for a stipend to offset their outside insurance premiums. The stipend amount will not exceed ½ of the City's per employee monthly

premium allocation. It is optional. They would have to apply for it. The policy addresses the taxability of the stipend as well.

Councilman Keener said they make so little as it is as councilmembers. The insurance benefit, for those that participate in it, is a significant amount of their compensation. This is more equitable for those that are not participating, to have the ability to offset the cost of their out-of-pocket coverage.

Mr. Calder added that a lot has happened with group health insurance plans. Many people have insurance through another provider but that provider may not allow double coverage. Out of fairness of those that cannot participate, and they still have to pay a premium, we felt this was the most equitable option.

**** A motion was made by Councilman Schmidlein, seconded by Councilman Stone, to approve Human Resources Policy 7.1.1(1), a policy clarifying the group health insurance eligibility and benefits associated with the Elected Officials employed by the City of Elko.**

The motion passed. (3-0 Councilwoman Simons and Councilman Hance abstained.)

III. APPROPRIATIONS

- B. Review and possible approval of Print n Copy Warrants, and matters related thereto. **FOR POSSIBLE ACTION**

**** A motion was made by Councilwoman Simons, seconded by Councilman Schmidlein, to approve the Print 'N Copy warrants.**

The motion passed. (4-0 Mayor Keener abstained.)

- A. Review and possible approval of Warrants, and matters related thereto. **FOR POSSIBLE ACTION**

**** A motion was made by Councilwoman Simons, seconded by Councilman Schmidlein, to approve the general warrants.**

Councilman Schmidlein asked about an expense at the Golf Course, for a reroute of a wash bay discharge line.

James Wiley, Parks and Recreation Director, explained that at the maintenance building they had a big wash pad where they would wash off equipment. It had a sump in it that was discharged into the effluent pond, which is not allowed. They had to reroute that into the sanitary sewer.

Curtis Calder, City Manager, stated in the current year budget, that was estimated to be a \$20,000 capital project, but it came in under that. Instead of it being a capital project, we charged it to the operating line item.

Councilman Schmidlein asked about the municipal court, do we pay contractors directly?

Mr. Calder said only certain things are allowed for the Municipal Court Assessment Fund such as building renovation. This was for an HVAC system. They schedule the work and send the invoice over to us. We paid it on their behalf and reduced the account accordingly.

The motion passed unanimously. (5-0)

- C. Review and possible approval of Great Basin Engineering Warrants, and matters related thereto. **FOR POSSIBLE ACTION**

**** A motion was made by Councilwoman Simons, seconded by Councilman Stone, to approve the Great Basin Engineering warrants.**

The motion passed. (4-0 Councilman Schmidlein abstained.)

- D. Review, consideration, and possible authorization for Staff to solicit bids for the Public Works Department Preventive Maintenance Project 2019, to apply Micro Slurry Seal to select City streets, and matters related thereto. **FOR POSSIBLE ACTION**

Micro Slurry Seal is a preventive maintenance treatment which will be applied to approximately 44,470 l.f. of selected city streets, plus the parking corridor between 3rdth Street and 4th Street, which were identified and adopted as part of the City of Elko street inventory. This work will be completed after July 1, 2019.
DS

Dennis Strickland, Public Works Director, explained the project and recommended approval.

**** A motion was made by Councilman Schmidlein, seconded by Councilman Hance, to authorize staff to solicit bids for the Public Works Department Street Maintenance Project 2019.**

The motion passed unanimously. (5-0)

- E. Review of the bids received and possible award of the Plantmix Bituminous Pavement materials to be used for the Year 2019 construction season, and matters related thereto. **FOR POSSIBLE ACTION**

Bids were received until 3:00 p.m. local time on Thursday, March 28, 2019.

Mr. Strickland explained they opened the bid and there were extensive increases. He reached out to Mr. Hunewill in Winnemucca to see what they are charging for the material. He also got some rates for trucking (Exhibit "B"). He went over the costs and said we can save the taxpayers some money by utilizing Hunewill instead of the local provider. The purchasing policy does allow them to go in another direction if they so choose. He recommends rejecting all the bids and going this route for a year and see how it goes.

Curtis Calder, City Manager, asked about paver availability.

Mr. Strickland said he has reached out and Ruby Dome will be accommodating with a paver, if/when needed. There is a good backup plan.

**** A motion was made by Councilwoman Simons, seconded by Councilman Hance, to reject the bid for the Plantmix Bituminous Pavement materials for the 2019 construction season.**

The motion passed unanimously. (5-0)

- F. Consideration and possible authorization for Staff to solicit bids for Airport Improvement Project No. 3-32-0005-050(AIP 50), Pavement Maintenance, and matters related thereto. **FOR POSSIBLE ACTION**

Council previously authorized Staff to apply for FAA Grant Application #AIP 50 on March 12, 2019. The purpose of this project is to preserve and rehabilitate the pavement on Runways 6/24 and 12/30, Taxiways A and B, blast pads, and all aprons, by crack sealing, major crack repair, seal coating, and re-striping. Cracks larger than one inch will need to be repaired. Major crack repair consists of milling two inches of asphalt and a minimum four feet wide. At the bottom of the milling, geogrid will be placed over the crack then paved over with asphalt to prevent reflective cracking. This rehabilitation is necessary to preserve the service life of the asphalt pavements. As a reminder the FAA awards grants based on bids. This project is estimated to cost a total of \$1,156,860.00. The Federal Share of 93.75% (\$1,068,830.00), combined with a Local Match of 6.25% (\$71,255), plus an additional \$16,775 which is not AIP eligible (for a total City contribution of \$88,030). JF

Jim Foster, Airport Manager, explained this does not include the apron for the commercial terminal.

**** A motion was made by Councilman Stone, seconded by Councilman Hance, to authorize staff to solicit bids for the Airport Improvement Project 3-32-0005-050 (AIP50).**

The motion passed unanimously. (5-0)

IV. UNFINISHED BUSINESS

- A. Review, consideration, and possible action to conditionally approve Final Plat No. 11-18, filed by Parrado Partners LP., for the development of a subdivision entitled Great Basin Estates, Phase 3 involving the proposed division of approximately 9.650 acres of property into 38 lots for residential development within the R (Single Family and Multiple Family Residential) Zoning District, and matters related thereto. **FOR POSSIBLE ACTION**

Subject property is located generally northeast of Flagstone Drive between Opal Drive and Clarkson Drive (APN 001-633-030). Preliminary Plat was recommended to Council to conditionally approve by Planning Commission May 3, 2016 and conditionally approved by Council May 24, 2016. The Planning Commission considered this item on September 6, 2018, and took action to

forward a recommendation to Council to conditionally approve Final Plat 11-18.
CL

**** A motion was made by Councilwoman Simons, seconded by Councilman Stone, to table.**

The motion passed unanimously. (5-0)

V. NEW BUSINESS

- A. Review, discussion, and possible adoption of the 2019 Street Inventory and the 2019 Construction Season Project List, and matters related thereto. **FOR POSSIBLE ACTION**

Staff conducted a street inventory in February. The purpose of this annual survey is to evaluate current road conditions and to recommend a list of maintenance projects for the upcoming construction season. Please find enclosed for your review, in the supplemental agenda information, City Staff's 2019 Street Inventory, and recommendations for the 2019 Construction Season Project List.

City Staff conducted a Street Inventory in February. The purpose of his annual survey is to evaluate current road conditions and to recommend a list of maintenance projects for the upcoming construction season. Please find enclosed for your review, in the supplemental agenda information. DS

Dennis Strickland gave a presentation (Exhibit "C").

**** A motion was made by Councilman Hance, seconded by Councilwoman Simons, to adopt the 2019 Street Inventory and the 2019 Construction Season Project list.**

The motion passed unanimously. (5-0)

- B. Reconsideration and possible action to approve Revocable Permit No. 4-18, filed by Kraus Enterprises, LLC to occupy a portion of Silver Street Right-of-Way to accommodate landscaping, ADA ramp and patio, and matters related thereto. **FOR POSSIBLE ACTION**

At the November 27, 2018 meeting, the City Council approved Revocable Permit 4-18 for landscaping, ADA ramps and patio in the Silver Street Right-of-Way for Kraus Enterprises LLC, subject to execution of a revocable license agreement. Since that time, the Permittee has determined that it must construct a larger ADA ramp than the one shown on the exhibits to the previously-approved license agreement. Accordingly, a new license agreement with revised exhibits reflecting the larger ADA ramp is submitted to the Council for approval. This license agreement is otherwise the same as the previously-approved license agreement. CL

Cathy Laughlin, City Planner, explained the permit and exhibits needed to be modified to meet ADA requirements for the ramp.

**** A motion was made by Councilman Stone, seconded by Councilman Hance, to approve Revocable Permit No. 4-18, for landscaping, ADA ramps and patio in the Silver Street Right-of-Way, with the revised Exhibits A and B, subject to the execution of the standard license agreement between the applicant and the City of Elko.**

The motion passed unanimously. (5-0)

- C. Review, consideration and possible approval of a Lease Agreement of T-Hangar D7 between the City of Elko and Silverado Land Management, LLC, and matters related thereto. **FOR POSSIBLE ACTION**

Silverado Land Management, LLC has recently purchased Hangar 7 from Robert Oeschger. A copy of the Lease Agreement has been included in the packet for your review. JF

Jim Foster explained this is a new lease. The T-Hanger was recently sold to Silverado Land Management.

**** A motion was made by Councilwoman Simons, seconded by Councilman Hance, to approve Hanger D-7 Agreement with Silverado Land Management LLC.**

The motion passed unanimously. (5-0)

VI. REPORTS

- A. Mayor and City Council

Councilman Schmidlein reported he attended the RTC meeting last week. They are putting together a plan for bad weather and other emergencies going over the summit. They are looking at using message boards, nixle, social media and the radio to get emergency information out. Hopefully everyone learns from what happened up there.

Mayor Keener said he got to meet the new CEO of Communities in Schools. She is Las Vegas based but was in Elko today. They are doing good work here in the community.

- B. City Manager-Legislative Update

Curtis Calder said there was a work session scheduled for AB242 today. Jim Foster said it moved out of committee to go to the next step. Curtis went on to explain there were some other legislative items that Kelly Wooldridge is tracking but she is at New World training. Good news, the Public Record bill was pulled.

- C. Assistant City Manager
D. Utilities Director
E. Public Works
F. Airport Manager
G. City Attorney

H. Fire Chief

Chief Griego thanked Council for the budget considerations this year. He went over some of the things they will be working on this year. He would like feedback on the new Fire Department app that they should all have by now. It is still in the test phase. Mutual aid training is scheduled for Thursday at 10:30 a.m. at the Commercial.

I. Police Chief

Chief Reed reported on the "Chicken Caper." After a long search warrant, they have three in custody, 8.8 pounds of methamphetamine, \$13,000 cash, 248 cocks put down and 250 hens put down. Regarding the armed robbery series that occurred last week, excellent detective work and the main player was in custody within 48 hours. The Emergency Operations Center (EOC) is in the process of being outfitted with TV monitors and IT connections. Lt Palhegyi is in Quantico for training.

J. City Clerk

K. City Planner

Cathy Laughlin said they are getting close to the finalization of the land purchase from Lipparelli. There will be a RAC meeting on the 25th of April.

L. Development Manager

M. Administrative Services Director

N. Parks and Recreation Director – Swimming Pool Repair Project Update

James Wiley reported on the swimming pool repairs. The wall has been demolished and the project is on schedule. Friday is the monthly Toast to Art. Saturday night is the team flashlight Easter Egg Hunt. Golf Course has been open for a couple of weeks but the weather hasn't been great yet. There was some winter damage on the turf but they are addressing it.

O. Civil Engineer

Bob Thibault reported his vacation went well and offered a picture slideshow that would only take about an hour or so.

P. Building Official

COMMENTS BY THE GENERAL PUBLIC

Pursuant to N.R.S. 241, this time is devoted to comments by the public, if any, and discussion of those comments. No action may be taken upon a matter raised under this item on the agenda until the matter itself has been specifically included on a successive agenda and identified as an item for possible action. **ACTION WILL NOT BE TAKEN**

There were no public comments.

There being no further business, Mayor Reece Keener adjourned the meeting.

Mayor Reece Keener

Kelly Wooldridge, City Clerk