

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

SS     July 10, 2018

The City Council of the City of Elko, State of Nevada met for a regular meeting beginning at 4:00 p.m., Tuesday, July 10, 2018.

This meeting was called to order by Mayor Chris Johnson.

## **CALL TO ORDER**

## **ROLL CALL**

**Mayor Present:**       Chris J. Johnson

**Council Present:**    Councilman John Rice  
                          Councilwoman Simons *arrived at 4:01 pm*  
                          Councilman Robert Schmidlein  
                          Councilman Reece Keener

**City Staff Present:**  Curtis Calder, City Manager  
                          Scott Wilkinson, Assistant City Manager  
                          Ryan Limberg, Utilities Director  
                          Kelly Wooldridge, City Clerk  
                          Dennis Strickland, Public Works Director  
                          Jonnye Jund, Administrative Services Director  
                          Aubree Barnum, Human Resources Manager  
                          Cathy Laughlin, City Planner  
                          Jeff Ford, Building Official  
                          Ben Reed Jr., Police Chief  
                          Ty Trouten, Police Captain  
                          Matt Griego, Fire Chief  
                          Jack Snyder, Deputy Fire Chief  
                          John Holmes, Fire Marshal  
                          James Wiley, Parks and Recreation Director  
                          Jim Foster, Airport Manager  
                          Bob Thibault, Civil Engineer  
                          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:**      June 26, 2018      **Regular Session**

*The minutes were approved by general consent.*

### **III. PERSONNEL**

#### **A. Employee Introductions:**

- 1.) Andrew Cunningham, Patrol Officer I, Police Department  
*Present and introduced.*
- 2.) Nathan Gowan, Patrol Officer I, Police Department  
*Present and introduced.*
- 3.) Scott Spring, Patrol Officer I, Police Department  
*Present and introduced.*

### **I. PRESENTATIONS**

#### **A. Presentation of an Appreciation Plaque for Jeremy Draper's Nine Years of Service, and matters related thereto. **INFORMATION ONLY–NON ACTION ITEM****

Mayor Johnson presented a plaque to Jeremy Draper for his many years of service with the City of Elko. He spoke fondly about his memories of working with Mr. Draper.

Jeremy Draper said it is a bittersweet moment being presented with the plaque. He wished everyone the best of luck moving forward.

#### **B. Quarterly Update on the Fire Department by Fire Chief Matt Griego, and matters related thereto. **INFORMATION ONLY - NON ACTION ITEM****

Chief Griego gave a presentation (Exhibit "A").

#### **C. Display of the Fire Department's New Fire Truck, and matters related thereto. **INFORMATION ONLY – NON ACTION ITEM****

Mayor Johnson called for a break while everyone went outside to look at the new Fire Apparatus.

### **IV. APPROPRIATIONS**

#### **D. Review, consideration, and possible issuance of final acceptance of the Water Main Removal & Replacement Project, and matters related thereto. **FOR POSSIBLE ACTION****

The project has been completed. Staff is pleased with the work and recommends issuance of final acceptance.

The original contract price was \$196,120.00. There were four (4) change orders for the project, both additive and deductive. The total project cost was \$201,171.73, a net increase of 2.6% above the original contract price. RL

**\*\* A motion was made by Councilman Schmidlein, seconded by Councilman Rice, to issue final acceptance for the Water Main Removal and Replacement Project.**

*The motion passed unanimously. (5-0)*

- E. Review, consideration, and possible authorization for the transfer of ownership of Elko Police Department's Canine *Donatella* to Officer Jason Ward in exchange for the adoption fee of \$85.00, and matters related thereto. **FOR POSSIBLE ACTION**

Elko Police Dog *Donatella* is an eight (8) year old Belgian Malinois who is in need of retirement. It is in the best interest of the City of Elko to transfer ownership of a highly trained Police Dog to its current or former handler. Officer Jason Ward desires to purchase *Donatella*. Canine *Donatella*'s selling price was determined by using the amount set for dog adoptions at the City of Elko Animal Shelter. BR

Chief Reed said it's time to retire Donatella. She has been through three handlers and it is good that they have one of the former handlers that is interested in adopting her.

**\*\* A motion was made by Councilman Keener, seconded by Councilman Schmidlein, to transfer Elko Police Department property, canine Donatella, to Office Jason Ward, in exchange for the standard adoption fee of \$85, to be split evenly amongst Elko City Council members.**

*The motion passed unanimously. (5-0)*

## **V. NEW BUSINESS**

- A. Review, consideration, and possible approval of a Concessionaire Agreement filed by Jennifer Saxton, dba Sisters Food Service, to operate a mobile food truck in the Main City Park, Area 1, and matters related thereto. **FOR POSSIBLE ACTION**

Jennifer Saxton applied for a Concessionaire Agreement to occupy concessionaire space for a mobile food truck in the Main City Park. She currently holds an Elko City Business License. She is requesting area #1. KW

Kelly Wooldridge, City Clerk, explained this will be the third concessionaire out of six spaces. This will be the standard agreement at \$50 a month.

**\*\* A motion was made by Councilman Rice, seconded by Councilman Keener, to approve a Concessionaire Agreement, filed by Jennifer Saxton, dba Sisters Food Service, to operate a mobile food truck in the Main City Park, Area 1.**

*The motion passed unanimously. (5-0)*

## **VI. RESOLUTIONS AND ORDINANCES**

- A. Review, consideration, and possible approval of Resolution No. 22-18, a resolution amending the fee charged for parade permits, effective July 11, 2018, and matters related thereto. **FOR POSSIBLE ACTION**

City Council gave Staff direction on February 9, 2016 to increase the Parade Fees for 2016, 2017 and 2018 in increments of \$250. KW

Ms. Wooldridge explained this increase was approved in 2016. This is the third and final increase to bring the parade fees up to \$1,000.

Mayor Johnson asked if there is enough separation so the High School Homecoming parade fee could be waived.

Curtis Calder, City Manager, answered no. Their intent was to try and get sponsors for their parade.

Councilman Rice asked if there could be an annual tradition of waiving the fees.

Mr. Calder said last time the Keener family donated the fee for the homecoming parade. He isn't sure what the High School has planned for the future. He suggested sending letters to folks that submitted parade permits for last year, letting them know about the new fee increase so they have plenty of time to plan for it.

**\*\* A motion was made by Councilman Keener, seconded by Councilman Rice, to adopt Resolution No. 22-18, effective July 11, 2018.**

*The motion passed unanimously. (5-0)*

## **IV. APPROPRIATIONS (Cont.)**

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

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

*The motion passed unanimously. (5-0)*

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

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

*The motion passed. (4-0 Councilman Keener abstained.)*

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

**\*\* A motion was made by Councilman Rice, seconded by Councilman Keener, to approve the Great Basin Engineering warrants.**

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

Councilman Keener said he had a question on one item of the warrants. There was a payment made to NNE Construction for the DBA pole for the amount of \$4,820.

Dennis Strickland, Public Works Director, said that was a traffic accident repair and we should get reimbursement for it.

## **VII. REPORTS**

- A. Mayor and City Council

*Councilman Rice spent almost a whole shift at the Fire Department and had a great day with them. He encouraged everyone to spend some time at the Fire Department and go on a ride-along.*

*Councilman Keener said there was an Igloo clean-up day that his wife organized. The Fire Department went out ahead of time and wet the area down. Chief Reed was there with his tractor. The Broadband Action Committee will be meeting on July 19. Councilman Keener will be giving a report on the committee to the County Commissioners.*

- B. City Manager

*Curtis Calder said the California Trail Advisory Board will be meeting on Thursday at 5:30 pm. There is a lot going on at the Trail Center as far as activities. He was there over the 4<sup>th</sup> of July and they were having maintenance issues. We are hoping to hear back from BLM representatives about the funding of the Trail Center.*

- C. Assistant City Manager

- D. Utilities Director

*Ryan Limberg reported the City is in good shape as far as reuse water usage and availability. They would like to see more reuse water usage.*

- E. Public Works

*Dennis Strickland said they are schedule to pave S. 6<sup>th</sup> Street tomorrow and then Douglas Street the following day. Cedar Street is 2-3 weeks ahead of schedule. There is a project at Grammar #2, with Ruby Dome helping fix a long standing drainage problem by the back of the gym. Things are super busy. The Micro Preventative Maintenance project will be starting in about a month.*

- F. Airport Manager

- G. City Attorney
- H. Fire Chief
- I. Police Chief

*Chief Reed reported they have conducted their annual inspections and things went well. He is trying to get Council an Annual Report for 2017. The School Resource Officer agreement has been approved by all the governing boards. He invited Council members to a presentation about Safe Voice (school safety program) to be held next week, July 17 at 3:00 in the PD Conference Room. We have a Brothel Application that has been received and two people have paid the background fee. The investigations are underway. More to follow on that. Councilman Keener asked about the home invasion incident over the weekend. Chief Reed gave a short report regarding the incident.*

- J. City Clerk
- K. City Planner
- L. Development Manager
- M. Administrative Services Director
- N. Parks and Recreation Director

*James Wiley reported they are pushing 800,000 gallons of reuse water at the golf course at night. They probably need more to keep it all green during the hot months. They lost one of the pumps in their pump house but it is being repaired.*

- O. Civil Engineer

*Bob Thibault updated Council on the Sports Complex Project and the Centennial Park Expansion. There are some donor plaques that were removed during the park expansion and they will be putting up another reader board appreciating those donors.*

- P. Building Official

## **II. CONSENT AGENDA**

- A. Review, consideration, and possible approval of the revised City of Elko Confined Space Entry Program, and matters related thereto. **FOR POSSIBLE ACTION**

The City of Elko Confined Space Entry Program has been revised to ensure compliance with OSHA standards and regulations. AB

Councilman Keener expressed gratitude for the inclusion of the pictures and stated it really helped to understand the policy.

**\*\* A motion was made by Councilman Rice, seconded by Councilman Schmittlein, to approve the Consent Agenda.**

*The motion passed unanimously. (5-0)*

## COMMENTS BY THE GENERAL PUBLIC

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*There were no public comments.*

There being no further business, Mayor Chris Johnson adjourned the meeting.

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Mayor Chris Johnson

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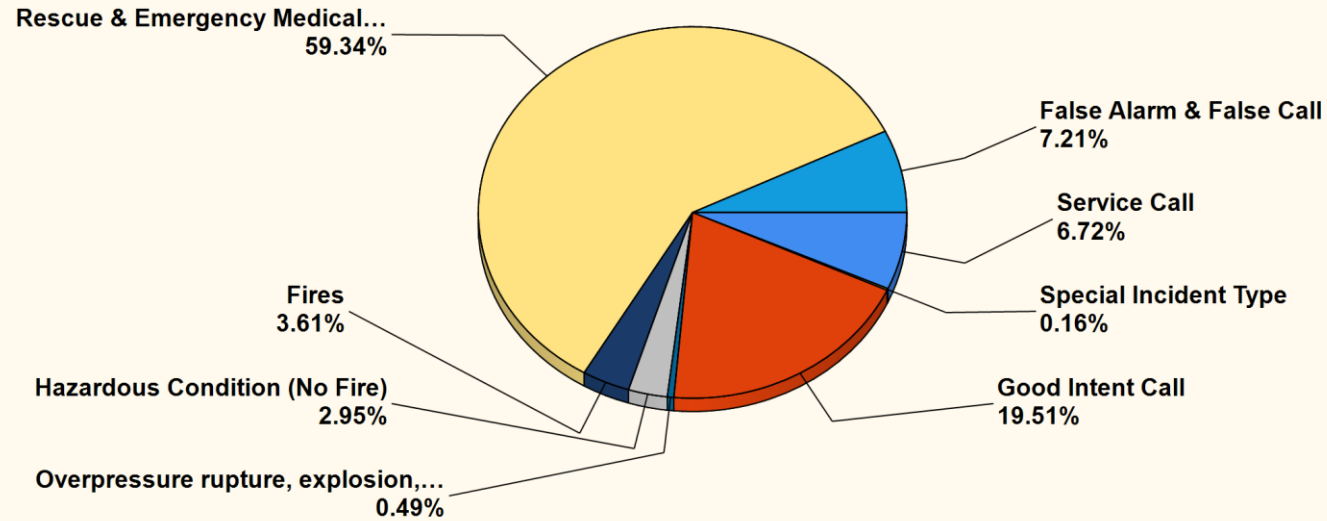
Kelly Wooldridge, City Clerk



# 2018 Second Quarter Report







MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	22	3.61%
Overpressure rupture, explosion, overhear - no fire	3	0.49%
Rescue & Emergency Medical Service	362	59.34%
Hazardous Condition (No Fire)	18	2.95%
Service Call	41	6.72%
Good Intent Call	119	19.51%
False Alarm & False Call	44	7.21%
Special Incident Type	1	0.16%
TOTAL	610	100.00%



# Incident Breakdown by Month

INCIDENT TYPE	APR	MAY	JUN	TOTAL
False Alarm & False Call	11	23	10	44
Fire	9	8	5	22
Good Intent Call	34	39	46	119
Hazardous Condition (No Fire)	9	6	3	18
Overpressure Rupture, Explosion, Overheat(no fire)	1	1	1	3
Rescue & Emergency Medical Service Incident	123	118	121	362
Service Call	13	16	12	41
Special Incident Type	1			1
<b>Total</b>	201	211	198	610





# Great Basin College Mass Casualty Drill







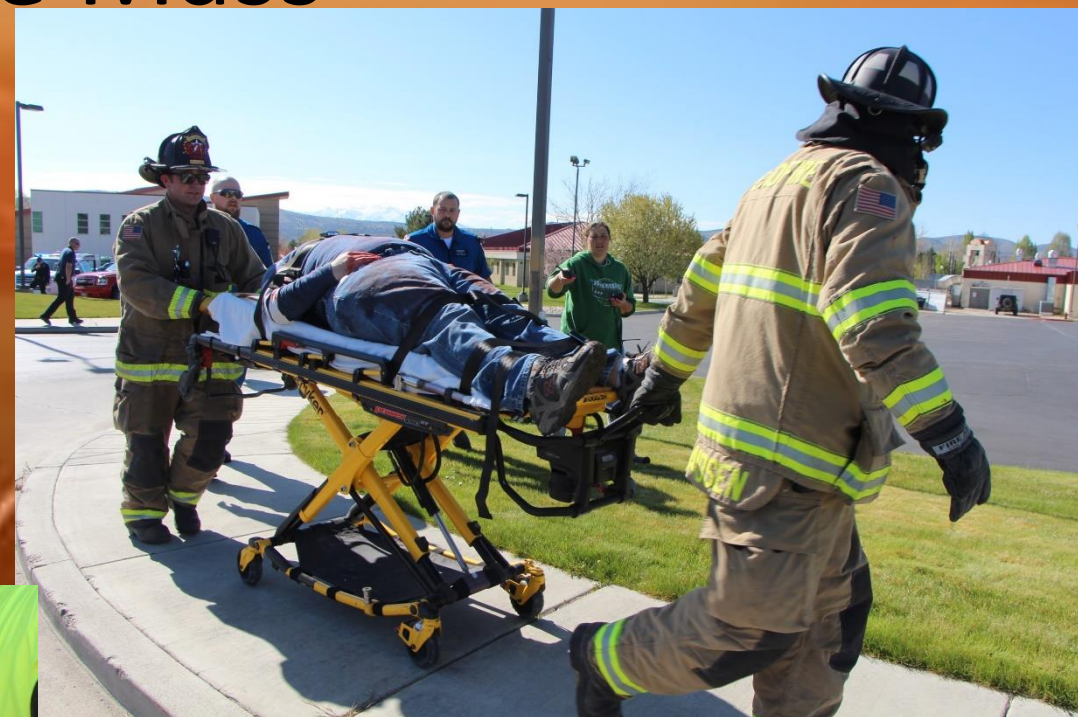
# Great Basin College Mass Casualty Drill







# Great Basin College Mass Casualty Drill







# Great Basin College Mass Casualty Drill







# Cinco de Mayo Parade







## Cinco de Mayo Parade







# Fire Prevention

Occupancy Inspections	261
Plan Reviews	51
Fire Investigations	7
Nuisance Abatement Inspections	18
Juvenile Intervention Contacts	3
Burn Permits Issued	9





# Public Education

Public Education Programs Delivered	5
Fire Drills	25
Station Tours	5
Student Interaction	19,278







# Volunteers

- 778.88 Volunteer Hours from April 1<sup>st</sup> through June 30<sup>th</sup>
- 326 Responses to 44 Calls for Service (emergencies, trainings, special events)

Response Breakdown		
Type	Total Calls for Service	Responses from Volunteers
Emergency calls	35	194
Trainings	7	120
Special Events	2	8





## **Training**

### **Quarterly Hours**

- **Career Staff Training Hours: 658.25 Hours**
- **Volunteer Training Hours: 420 Hours**

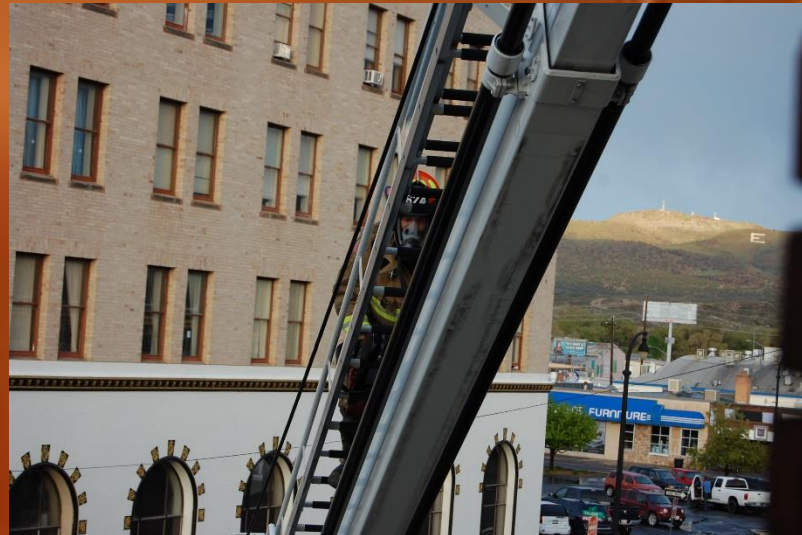
### **Accomplishments**

- **Captain James Johnston attained his Paramedic Certification and Bachelors Degree from Great Basin College**
- **D/O I Joel Finley graduated from the National Fire Academy Command & Control of Incident Operations**





## Commercial Casino Drill 5-17-18







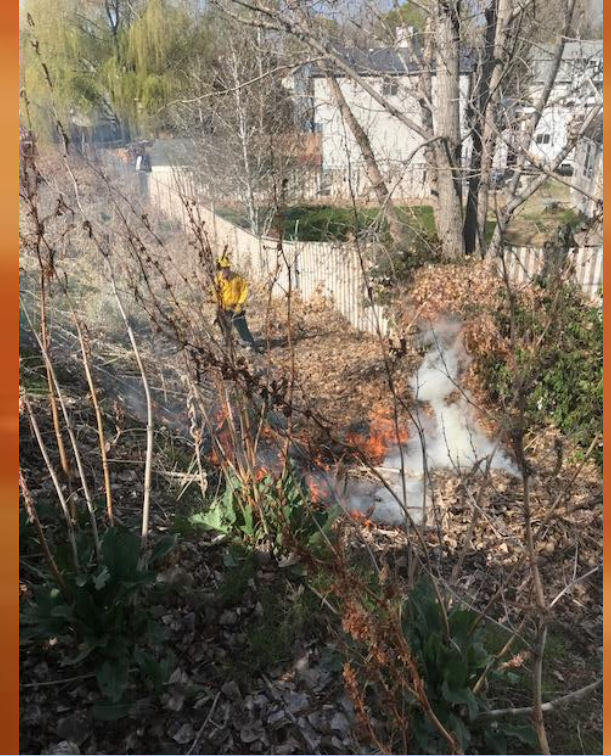
# Hazardous Materials Operations Training







## North 5<sup>th</sup> Street Prescribed Burn







# Nevada State Firefighter's Association Conference







# Firefighter I Practical Skills

