

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

SS October 12, 2021

The City Council of the City of Elko, State of Nevada met for a regular meeting beginning at 4:00 p.m., Tuesday, October 12, 2021. The meeting was held at Elko City Hall, 1751 College Ave., Elko and via GoTo Meeting.

This meeting was called to order by Mayor Reece Keener. The public can participate in person, by phone, tablet, laptop, or computer by registering with the GoTo Meeting link provided in the agenda. Questions can be sent to cityclerk@elkocitynv.gov.

CALL TO ORDER

ROLL CALL

Council Present: Mayor Reece Keener
Councilwoman Mandy Simons
Councilman Chip Stone
Councilman Clair Morris
Councilman Giovanni Puccinelli

City Staff Present: Scott Wilkinson, Assistant City Manager
Kelly Wooldridge, City Clerk
Jan Baum, Financial Services Director
Dennis Strickland, Public Works Director
Cathy Laughlin, City Planner
Jim Foster, Airport Manager
Matt Griego, Fire Chief
Jack Snyder, Deputy Fire Chief
Ty Trouten, Police Chief
Dave Stanton, City Attorney
Bob Thibault, Civil Engineer
Michele Rambo, Development Manager
James Wiley, Parks and Recreation Director
Dale Johnson, Utilities Director
Susie Shurtz, Human Resources Manager
DJ Smith, Computer Information Systems Coordinator
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: September 28, 2021 **Regular Session**

The minutes were approved by general consent.

II. PERSONNEL

- C. Presentation of Utah Commission for Professional Fire Officer Development Managing Fire Officer credential to Fire Captain James Johnston, and matters related. **INFORMATION ONLY – ACTION WILL NOT BE TAKEN**

Mayor Keener presented Fire Captain James Johnston with his Utah Commission for Professional Fire Officer Development Managing Officer Certificate. There is no such certificate/award available in Nevada and that is why he got this from Utah. Mr. Johnston is the first in Nevada to receive this.

Captain James Johnston thanked the Chief and his whole crew for their help and support in getting this.

I. PRESENTATIONS

- A. Reading of a proclamation in recognition of October 20, 2021, as Unity Day in Elko, Nevada, and matters related thereto. **INFORMATION ONLY – ACTION WILL NOT BE TAKEN**

Mayor Keener read the proclamation.

Kelly Wooldridge, City Clerk, accepted the proclamation on behalf of Nevada PEP, which is a board she has been on for several years. Nevada PEP serves children and families with disabilities of all types. This month is Anti-Bullying Month and they are glad that the Elko City Council could join them.

- B. Biobot Analytics COVID-19 presentation by Valerie Zatarain, WRF Laboratory Director, and matters related thereto. **INFORMATION ONLY – ACTION WILL NOT BE TAKEN**

Valarie Zatarain, WRF Laboratory Director, gave a presentation regarding the BioBot testing.

Mayor Keener asked if the reports took into consideration vacuum trucks and sewage that are hauled in from other communities.

Ms. Zatarain answered it does take those into consideration.

Mayor Keener wondered how many different municipalities within the State of Nevada are part of this program.

Ms. Zatarain didn't know how many participate. That used to be published in the reports months ago. She offered to get that information.

- C. Elko Community Ponds Project presentation by Joe Doucette, NDOW Conservation Educator IV, including consideration and possible approval of City-provided park maintenance (assuming project completion), and matters related thereto. **FOR POSSIBLE ACTION**

A copy of the presentation has been included in the agenda packet for review. CC

Joe Doucette, NDOW, gave a presentation.

Mayor Keener asked Mr. Doucette what kind of commitment he was looking for from the City.

Mr. Doucette answered they are looking at someone that would manage it as a park and do the long-term stuff. There may be a bit of a financial commitment as far as putting the bathrooms in. They want someone to operate and manage the park. As we go through the process, they are looking at NDOW, Nevada Gold Mines and other interested parties like NV Energy with grant processes, to fund the project. They would manage the fishery and provide the fish. The biologists would do the studies and water sampling. This will also be a place where we could do the casting classes and some introductions to fishing.

Scott Wilkinson, Assistant City Manager, suggested the action tonight might include direction to work with NDOW and develop an MOU that could be presented to City Council at a future date for consideration.

Mayor Keener called for public comment without a response.

**** A motion was made by Councilman Stone, seconded by Councilwoman Simons, to instruct staff to research and build a Memorandum of Understanding, working with NDOW in regards to the pond development, maintenance of buildings, pond park ownership, insurance, costs associated and the money that can be used and to assist in other ideas.**

Mr. Wilkinson said the City Manager has spoken to the Parks and Recreation Director and he was in favor of the City maintaining the facility going forward and looks forward to the possibility of it getting developed.

The motion passed unanimously. (5-0)

II. PERSONNEL (Cont.)

A. Employee Introductions:

1.) Jerry Riess, Parks Maintenance Tech

Present and introduced.

2.) Javonni Brown, Equipment Operator

Present and introduced.

3.) Cory Geer, Equipment Operator

Present and introduced.

B. Appointment of Deputy Fire Chief Jack Snyder as the Fire Chief for the City of Elko, effective December 25, 2021, and matters related thereto. **FOR POSSIBLE ACTION**

During the August 24, 2021 Council Meeting, Council directed Staff to coordinate a meeting with Mayor Keener, Councilman Stone, and Deputy Fire Chief Jack Snyder. The purpose of the meeting was to discuss the possibility of a direct appointment to the position of Fire Chief by the City Council, based upon Fire Chief's Griego's recommendation. Based upon that meeting, Staff proceeded with a contingent job offer to Deputy Chief Snyder. Staff is pleased to report that the contingent job offer was accepted. SS

Susie Shurtz, Human Resources Manager, explained there had been some conversations and Mr. Calder had been involved in that after the previous action. She was pleased that Mr. Snyder accepted the written offer.

Mayor Keener asked Mr. Snyder to introduce his family that were present.

Jack Snyder, Deputy Fire Chief, introduced his children and wife.

All the Council Members and some staff voiced their support in Mr. Snyder taking over the role of Fire Chief.

Mr. Snyder thanked everyone for the support. He has big shoes to fill but he was confident he could fill them and take the department into the future. He looks forward to working with everyone. He also thanked his family and especially his wife, for putting up with him.

**** A motion was made by Councilman Stone, seconded by Councilman Morris, to appoint Deputy Fire Chief Jack Snyder to replace our current Fire Chief, Matt Griego, effective December 25, 2021.**

The motion passed unanimously. (5-0)

- D. Review, consideration, and possible approval to reclassify one (1) Records Technician Position to a Lead Records Technician Position in the Police Department, and matters related thereto. **FOR POSSIBLE ACTION**

The Police Department currently has three (3) budgeted Full-Time Records Technician positions. This request is for a reclassification for one Records Technician position to Lead Records Technician. This will be a new job title, providing one journey level position in the Records Technician series. This position will provide back-up to the Police Records Supervisor, and will supervise the Records Technicians. The reclassification will create minimal impact to the budget.
SS

Susie Shurtz, Human Resources Manager, explained the job description was included in the packet.

Chief Trouten explained why they are requesting this reclassification.

**** A motion was made by Councilman Morris, seconded by Councilwoman Simons, to approve the position description as presented.**

The motion passed unanimously. (5-0)

III. APPROPRIATIONS

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

**** A motion was made by Councilwoman Simons, seconded by Councilman Puccinelli, to approve the general warrants in the amount of \$736,358.66.**

The motion passed unanimously. (5-0)

- C. Review and possible ratification of General Hand-Cut Checks, and matters related thereto. **FOR POSSIBLE ACTION**

**** A motion was made by Councilwoman Simons, seconded by Councilman Puccinelli, to approve the hand-cut checks in the amount of \$133,118.92.**

The motion passed unanimously. (5-0)

- B. Review and possible approval of Utility Refunds, and matters related thereto. **FOR POSSIBLE ACTION**

**** A motion was made by Councilwoman Simons, seconded by Councilman Puccinelli, to approve the utility refunds in the amount of \$1,389.66**

The motion passed unanimously. (5-0)

- D. Review, consideration, and possible approval to solicit bids for the Sewer Slip Line Project 2021, and matters related thereto. **FOR POSSIBLE ACTION**

This project was approved in the Fiscal Year 2021/2022 Budget. The sewer's located in the upper Indian Reservation have a lot of root intrusion and offsets in the pipe which causes a number of Sanitary Sewer Overflows caused by grease and wipes that get hung up inside the pipe. The approximate 3,800 linear feet of sewer to be slip lined are located in the following streets:

- Buckskin to Ruby View Golf Entrance & to 2000 Ruby View-1,340-feet
- Feather Way to Indian View Heights- 225-feet
- Newe Circle to Indian View Heights- 340-feet
- Pinenut Circle to Indian View Heights- 500-feet
- Sagebrush Drive to Eagle Drive- 1,400-feet

Alternate sewers to be slip lined are located in the following streets should budget allow:

- Eagle Drive to Buckskin Drive- 1,265-feet
- Arrow Lane to Heritage Way- 445-feet
- Heritage Way to Eagle Drive- 470-feet DJ

Dale Johnson, Utilities Director, explained they are just looking for approval to solicit for bids.

**** A motion was made by Councilman Stone, seconded by Councilman Puccinelli, to approve soliciting for bids for the Sewer Slip Line Project 2021.**

The motion passed unanimously.

IV. NEW BUSINESS

- A. Review, consideration, and possible acceptance of a proposal for the Food and Beverage Concession Services at the airport, from Fernando Vargas dba I Don't Know Deli & Cafeteria, and matters related thereto. **FOR POSSIBLE ACTION**

At the September 14, 2021 meeting, Council approved Staff's request to solicit proposal for the Food and Beverage Concession at the Elko Regional Airport. The City received one (1) completed proposal from Fernando Vargas dba I Don't Know Deli & Cafeteria. JF

Jim Foster, Airport Manager, explained the proposal received was included in the packet. Mr. Vargas is excited to get started. Now we are looking for authorization to accept the proposal and start the contract negotiation.

Mayor Keener said he has known Mr. Vargas for many years. He is confident he will be successful.

**** A motion was made by Councilman Stone, seconded by Councilman Morris, to accept the proposal from Fernando Vargas, dba I Don't Know Deli and Cafeteria, and authorize staff to negotiate a concession agreement for the Food/Beverage Concession Service with Fernando Vargas, dba I Don't Know Deli and Cafeteria at the Elko Regional Airport.**

The motion passed unanimously. (5-0)

- B. Consideration of a request by the Elko County Board of Commissioners for the City of Elko to share equally in the costs of providing a Community Monoclonal Antibody Therapy Clinic, and matters related thereto. **FOR POSSIBLE ACTION**

Monoclonal antibody treatments have been authorized by the Federal Drug Administration (FDA) for emergency use to treat high-risk patients who have contracted or been exposed to COVID-19. The antibodies help the immune system recognize and respond more effectively to the virus. In clinical trials, monoclonal antibody therapy treatment showed a 70% reduction in hospitalization and death among high-risk patients.

City of Elko Staff has agreed in concept to allocate America Rescue Plan Act (ARPA) funds for this treatment, which began on October 1, 2021. The Elko County Manager has agreed to provide a monthly itemization of expenses for the City of Elko's review and reimbursement. CC

Mayor Keener said he was approached by Rex Steninger to support this. Upon learning more about it he was on board. Anything that we can do here in the community to abate some of the crushing load at the hospital. There is still a high census of COVID patients at the hospital right now.

Scott Wilkinson, Assistant City Manager, said if Council is in favor of this, as a part of this action he would recommend that it be made retroactive back to the start of the clinic, which was October 1. The City Manager is estimating that the first month's cost might be around \$30,000 with Elko's share around \$15,000.

**** A motion was made by Councilwoman Simons, seconded by Councilman Stone, to agree to the request from the Elko County Board of Commissioners for the City of Elko to share equally in the costs of providing a Community Monoclonal Antibody Therapy Clinic and make it retroactive to October 1, 2021.**

The motion passed unanimously. (5-0)

V. REPORTS

A. Mayor and City Council

Mayor Keener reported the opening of the Dog Park was a great event. He recommended everyone go there at some point. Hats off to Darcy for all the work she did and thank you to all the sponsors, volunteers, and City Rec and Park Departments employees.

Councilman Stone agreed it was a great turnout for the opening, he counted about 105 people at one point.

Councilman Morris said he attended an RTC Meeting last week. NDOT is doing some great work on US93 north by adding six some passing lanes.

B. City Manager - Absent

C. Assistant City Manager

Mr. Wilkinson reminded Council about the special meeting for ARPA next week @ 4:00 p.m.

Mayor Keener asked if he had heard anything on the VA Cemetery.

Mr. Wilkinson answered he has not heard anything but he knew the property had closed.

D. Utilities Director

Dale Johnson said they officially started working out of the new shop on Monday. They are still moving items in. The crew is surprised at how big the space is.

E. Public Works- No Report

F. Airport Manager

Mayor Keener thanked him for sending the numbers on enplanements.

G. City Attorney

Mayor Keener told Dave he read his article published in the Nevada Lawyer Magazine and felt it was great work and it should be a foundational article for staff and Planning Commission.

H. Fire Chief - Absent

I. Police Chief

Chief Trouton reported they now have animal control and are interviewing for a part-time animal control officer. He apologized for absences tonight as there were some issues he was working on at the School Board Meeting tonight.

J. City Clerk – No Report

K. City Planner

Cathy Laughlin said she had sent out a report on Bird Rides regarding an end of the season summary and they are happy to meet with anyone if needed.

Mayor Keener asked any progress with the Knights on the lot issue at Idaho and 5th.

Ms. Laughlin answered she had not had a response to the demand letter and thought this may wrap up in court.

L. Development Manager – No Report

M. Financial Services Director

Jan Baum said they have been attending seminars and educating themselves on ARPA. Reporting has been extended. They expected the interim rule from

the treasury but that has not arrived due to the reporting dates being pushed out. They are working on the application and expects some presentations at the meeting next week.

Mayor Keener asked if he and Ms. Baum need to meet prior to the meeting.

Ms. Baum responded no, most of the meeting will be providing information and approving the application, as well as the water/sewer infrastructure.

Mr. Wilkinson commented it is important to look at the water/sewer recommendations. There is a lot of need and we have a unique opportunity to get in front of it.

Ms. Baum explained Mr. Johnson has a detailed list of the projects. Mr. Calder will be working on condensing it for the meeting.

N. Parks and Recreation Director

James Wiley reported they are busy winterizing all the irrigation systems and get it done by the end of the month since it is getting cold. Mr. Wiley stated the SnoBowl is in good shape to run, we just need the snow.

O. Civil Engineer - No Report

P. Building Official

Mayor Keener asked if we have seen anything from the LDS Temple.

Mr. Wilkinson stated we are processing a conditional use permit with the Planning Commission right now.

Mayor Keener asked if we foresee any trouble based on the height of the light.

Mr. Wilkinson did not think they would be encroaching into any air space at that location. He believes the space was well thought out.

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