

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

SS December 8, 2020

The City Council of the City of Elko, State of Nevada met for a regular meeting beginning at 4:00 p.m., Tuesday, December 8, 2020. Due to the COVID-19 pandemic the meeting was held via GoTo Meeting.

CALL TO ORDER

This meeting was called to order by Mayor Reece Keener. He stated the agenda for this meeting has been posted for this date and time in accordance with State of Nevada Emergency Directive 006. The public can participate by phone, tablet, laptop, or computer by registering with the GoTo Meeting link provided in the agenda, or calling 775-777-0590. Questions can be sent to cityclerk@elkocitynv.gov.

ROLL CALL

Mayor Present: Reece Keener

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

City Staff Present: Curtis Calder, City Manager
Scott Wilkinson, Assistant City Manager
Kelly Wooldridge, City Clerk
Candi Quilici, Accounting Manager
Jan Baum, Financial Services Director
Susie Shurtz, Human Resources Manager
Dale Johnson, Utilities Director
Cathy Laughlin, City Planner
Jim Foster, Airport Manager
Jack Snyder, Deputy Fire Chief
Ty Trouten, Police Chief
Dave Stanton, City Attorney
Michele Rambo, Development Manager
James Wiley, Parks and Recreation Director
Jeff Ford, Building Official
Bob Thibault, Civil Engineer
Dennis Strickland, Public Works Director
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**

Wil Moschetti explained about a month ago, unbeknownst to him, the City showed up and replaced his waterline with an inch and half meter housing. He was wondering what it would cost to have a meter installed. Without the meter, the base fee for his water service will cost more than what he already pays. He felt he should be paying per gallon no matter what size line he has. The City website needs to show what it would cost to put in a meter. He uses a lot of water and doesn't have a problem paying for it.

Mayor Keener said he would ask the Water Department to follow up on that.

There was one caller but there were technical issues with the call-in line. The caller was heard at the end of the meeting after the issues were resolved.

I. PRESENTATIONS

- A. Recognition of Councilman Robert Schmidlein's eight (8) years of service on the Elko City Council, and matters related thereto. **INFORMATION ITEM – NO ACTION WILL BE TAKEN**

Mayor Keener stated he was sorry to see Councilman Schmidlein go. He paid the community well with his service.

Each Councilmember took turns expressing how they enjoyed working with Councilman Schmidlein, all of his input and ideas, hard work and how much they will miss him.

Dave Stanton, City Attorney, said it has been a pleasure serving with him.

Several staff members also expressed their thanks to Councilman Schmidlein and wished him luck in the future.

Claire Morris, Councilman Elect, also expressed his thanks to Councilman Schmidlein.

Mayor Keener presented Councilman Schmidlein with a going away gift. There will be a going away party but it has been postponed for the time being.

- B. Presentation by Hilary Fletcher, Jviation Inc. regarding the Elko Regional Airport Title VI Program, including the possible approval of a Title VI Policy for the Elko Regional Airport, and matters related thereto. **FOR POSSIBLE ACTION**

As a recipient of Federal Financial Assistance from the U.S. Department of Transportation ("USDOT"), through the Federal Aviation Administration ("FAA"), the City of Elko, as the owner and operator of the Elko Regional Airport

(“Airport” or “EKO”), is required to maintain and ensure compliance with Title VI of the Civil Rights Act of 1964 and the other non-discrimination authorities. The City also is required to comply with specific assurances in connection with grants issued by the FAA under the Airport Improvement Program, known as the “AIP Grant Assurances”, which include further non-discrimination obligations. JF

Jim Foster, Airport Manager, explained this is a housekeeping item for the Airport. It will get us into compliance for future projects and leases. Jviation has been working on this policy for about the last six months. He noted the Title VI Policy was attached to another item (IV.G.) later in the agenda.

Hilary Fletcher, Jviation Inc. and Dan Reimer, ESQ., gave a presentation (included in the packet). Pages 61-63 of the packet is the Title VI plan.

Mayor Keener asked if someone else could read the policy statement into the record.

Councilman Stone read it into the record, found on page 62.

Mayor Keener was having some technical issues with his iPad. He asked if there were any questions or concerns on that item.

Dave Stanton, City Attorney, said there is a requirement under open meeting law, that in order to go to an item that is in writing, you have to be able to see the document. He can see it on his screen. It is fine that it is under another agenda item. The Mayor must be able to see the document and review it in order to vote on it.

Mayor Keener stated he did review the document in the agenda.

**** A motion was made by Councilman Hance, seconded by Councilman Stone, to approve the Title VI Policy for the Elko Regional Airport with the additional document attached, including the policy statement that was read into the record.**

The motion passed unanimously. (5-0)

Mayor Keener moved back to Item A in order to allow Councilman Schmidlein a chance to say a few words.

Councilman Schmidlein reflected on his years of service, the number of leading personnel changes at the City, and being part of moving the City forward during difficult times, with the help of Curtis Calder, City Manager. He has worked with many different individuals at the City. Mayor Chris Johnson helped to dial in his ideas that would get people thinking of different ways of doing things. He thanked his wife for allowing him to do it. He also thanked his partners at Canyon Construction. A lot of good things have happened. The past ten months have been difficult and the changes have been drastic. We have learned to make adjustments along the way. The City is in a strong position even with the pandemic. It has been fun being part of City Council. He will miss Councilwoman Simons and everybody else after working with them for 8 years.

II. CONSENT AGENDA

- A. Review, consideration, and possible approval for the Elko Police Department to apply for a grant from Nevada Gold Mines, in the amount of one hundred and fifty-six thousand dollars (\$156,000), to assist with costs associated with purchasing a firearms training simulator, and matters related thereto. **FOR POSSIBLE ACTION**
- B. Review, consideration, and possible approval of a “Towing Services Agreement” template, and matters related thereto. **FOR POSSIBLE ACTION**

A towing services agreement is necessary to ensure all duty tow providers have equitable requests for tows, and the needs of the Elko Police Department are met in a timely manner. TT

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

The motion passed unanimously. (5-0)

III. PERSONNEL

- A. Review, consideration, and possible approval of proposed update to City of Elko Human Resources Policy Manual - Longevity Pay Policy 5.6.6, and matters related thereto. **FOR POSSIBLE ACTION**

The City of Elko HR Policy Manual includes policy 5.6.6 Longevity Pay. Currently, the policy provides longevity pay benefit to employees hired prior to January 1, 2012, for employment from 8 to 25 years of service. The years of service for longevity pay in the City of Elko HR Policy Manual have always mirrored the OE3 Contract (Operating Engineers Local 3) years of service. During negotiations with OE3 in 2020, the longevity pay benefit was extended to include years of service from 26-30. With your approval, the City of Elko HR Policy Manual’s policy 5.6.6 Longevity Pay would be updated, to include years of service from 26-30. This will currently affect one (1) employee. SS

Susie Shurtz, Human Resources Manager, explained she looked at how this would look like in the next five years and there is the possibility of 5 more employees benefiting from this but that is dependent upon retirements, etc. She doesn’t expect this to effect a lot of people.

Mayor Keener asked Kelly Wooldridge, City Clerk, if she had received any public comment of any of the agenda items.

Ms. Wooldridge answered that she had not received any public comments. She advised that the public call in line is back up and working again.

**** A motion was made by Councilman Stone, seconded by Councilman Hance, to approve the City of Elko Human Resources Policy Manual Longevity Pay Policy as presented, effective December 8, 2020.**

The motion passed unanimously. (5-0)

IV. APPROPRIATIONS

- A. Review and possible approval of the November 24, 2020 Print n' Copy Warrants, and matters related thereto. **FOR POSSIBLE ACTION**

**** A motion was made by Councilwoman Simons, seconded by Councilman Stone, to approve the November 24, 2020 Print 'N Copy warrants in the amount of \$142.02.**

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

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

**** A motion was made by Councilwoman Simons, seconded by Councilman Stone, to approve the general warrants in the amount of \$1,355,509.96.**

The motion passed unanimously. (5-0)

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

**** A motion was made by Councilman Hance, seconded by Councilman Stone, to approve the 12/8/2020 Print 'N Copy warrants in the amount of \$85.00.**

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

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

**** A motion was made by Councilman Hance, seconded by Councilman Stone, to approve the Great Basin Engineering warrants in the amount of \$6,653.96.**

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

- E. Review, consideration, and possible direction to Staff, to solicit bids for the Repairs and Recoating of the Ruby Vista Water Storage Tank No. 2 Project-2020, and matters related thereto. **FOR POSSIBLE ACTION**

In September of 2018, ten (10) of the City's Water Storage Tanks were inspected by Blue Locker Diving. The 10 tanks have been placed on a priority list based on deficiencies noted in each tank. Ruby Vista Tank No. 2 and Indian View Heights Tank No. 1, were budgeted for recoating in 2020, but bids exceeded the amount budgeted for the project. Staff would like to rebid the project to complete the

recoating of Ruby Vista Tank No. 2 during this budget cycle, while the funds are available. DJ

Dale Johnson, Utilities Director, explained he was bringing this item back to solicit bids but this time it will be one tank instead of two. He hopes to get one tank done this year.

Mayor Keener asked if there wasn't enough money in the budget to complete two so now we are doing one.

Mr. Johnson answered yes.

**** A motion was made by Councilwoman Simons, seconded by Councilman Stone, to direct staff to solicit bids for the Repairs and Recoating of the Ruby Vista Water Storage Tank No. 2 Project-2020.**

The motion passed unanimously. (5-0)

- F. Review, consideration, and possible approval of a change order 6A to MGM Construction, Inc. for the overexcavation of trash and contaminated soil in the front of the Water and Water Reclamation Facility (WRF) Shop, and matters related thereto. **FOR POSSIBLE ACTION**

Upon installing the foundation and utilities for the Water and Water Reclamation Facility (WRF) Shop, trash and contaminated soil was discovered. This area had to be overexcavated to depths of seven (7) plus feet and replaced with imported clean fill and compacted to finish subgrade. The trash and contaminated soil pile was surveyed at 2040 cubic yards. The soil has been analyzed and was determined to have oil and diesel concentrations. In total 4080 cubic yards had to be removed, imported, and compacted. DJ

Mr. Johnson explained this is change order proposal 6A but it will be official change order #2 for the Shop Project. When installing the foundation and utilities we encountered a large amount of trash and contaminated soil. It had to be excavated, new soil brought in and compacted. This will probably be one of a few change orders on this item. The contaminated soil will have to be hauled off and disposed of. We will incur costs in the form of tipping fees at a landfill that will take the soil, and hauling costs to get it there.

Mayor Keener asked if the contaminated soil has not been moved.

Mr. Johnson answered that was correct. It is sitting at the site. He expects that the job of hauling and disposing of the soil will be over the \$100,000 threshold and will require that we go out to bid for it.

Councilman Schmidlein agreed that it will be a hefty price tag in order to get this soil hauled out of here. He thought it would cost around \$150,000 or more. He asked if we could also haul the material to Utah or even Idaho.

Mr. Johnson answered that was correct. He could get the rates for the site in Utah.

**** A motion was made by Councilman Stone, seconded by Councilman Schmidlein, for the appropriation of Change Order Proposal 6A, Change Order 2, in the amount of \$88,835 payable to MGM Construction Inc., for the over-excavation of trash and contaminated soil and import of clean fill.**

The motion passed unanimously. (5-0)

- G. Review, consideration, and possible authorization to solicit Statements of Qualifications from Airport Planning Consultant Services, and begin the selection process to complete an Airport Focused Planning Study at Elko Regional Airport, and matters related thereto. **FOR POSSIBLE ACTION.**

At the request of the FAA, Elko Regional Airport must complete an Airport Focused Planning Study. The airport is required to follow requirements in FAA Advisory Circular 150/5100-14(series), *Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects*. The airport must solicit qualifications from interested consultant firms interested in completing an airport focused planning study at the Elko Regional Airport in 2021 (based upon FAA AIP Funding availability). Upon selecting the most qualified firm, the airport will enter into negotiations over the lump sum price for completing this planning study. JF

Jim Foster, Airport Manager, explained this is our next AIP funded project. It will be a focus planning study on things like Highway 40, the Fire Station and runway 12-0. It will give us a better understanding of where we will be headed in the future with all our AIP funded projects coming up. This process will be similar to when we contracted with Jviation for overall services. We will review the qualifications and set up interviews to award this contract. It is funded through the FAA but he is waiting to find out if the match funding will be the same or if it will be another round of no matches for the City.

Mayor Keener asked if Jviation provides the types of services being called for on this item.

Mr. Foster answered yes they do. They couldn't be involved in writing the qualifications or the bid because they do want to bid on this project. We have to go through the proper means to accomplish that.

**** A motion was made by Councilman Hance, seconded by Councilman Stone, to authorize staff to advertise and solicit qualifications in order to begin the selection process of a consultant to perform an Airport Focused Planning Study.**

The motion passed unanimously. (5-0)

V. NEW BUSINESS

- A. Review, consideration, and possible approval of Revocable Permit No. 4-20, filed by Ygoa Ltd., to occupy a 249 square feet portion of the Silver and Third Street right-of-ways adjacent to their parcel located at 246 Silver Street to accommodate installation of columns and footings to support a new balcony, and matters related thereto. **FOR POSSIBLE ACTION**

The applicant is proposing to build a balcony to replicate the original building façade and it structurally cannot be supported by the existing building. The engineered design is proposing the new columns and footings to be located adjacent to the building but within the Right-of-Way. CL

Cathy Laughlin, City Planner, explained the license agreement was included in the packet. She recommended approval.

**** A motion was made by Councilman Schmidlein, seconded by Councilman Stone, to approve Revocable Permit No. 4-20, subject to the execution of a standard License Agreement between the applicant and the City of Elko.**

The motion passed unanimously. (5-0)

- B. Review, consideration, and possible approval to fill one (1) vacant seat on the Arts and Culture Advisory Board, and matters related thereto. **FOR POSSIBLE ACTION**

A Letter of Interest has been submitted by Mr. Tom Lester. A copy of the letter has been provided in the packet for your review. SAW

Scott Wilkinson, Assistant City Manager, explained one person expressed an interest and there is a letter in the packet.

Tom Lester said it would be an honor to sit on the board and continue to promote Elko as a destination for Arts and Culture.

**** A motion was made by Councilman Stone, seconded by Councilwoman Simons, to appoint Mr. Tom Lester to the Arts and Culture Advisory Board.**

The motion passed unanimously. (5-0)

- C. Review and possible approval of the updated City of Elko Purchasing Policy, and matters related thereto. **FOR POSSIBLE ACTION**

Staff will provide the updated City of Elko Purchasing Policy for City Council consideration. JB

Jan Baum, Financial Services Director, explained the changes to the policy. The new policy would go into effect January 1, 2021.

**** A motion was made by Councilwoman Simons, seconded by Councilman Stone, to approve the updated City of Elko Purchasing Policy.**

The motion passed unanimously. (5-0)

- D. Consideration and possible approval of a “Contract of Purchase and Sale of Parcel with Professional Office Building,” and matters related thereto. **FOR POSSIBLE ACTION**

Due to the COVID-19 crisis, the City of Elko has been actively seeking to purchase a suitable building of approximately 5,000 square feet, with adequate space for employee and public parking. The City of Elko reviewed three (3) different buildings and associated property for suitability, and subsequently had each property appraised.

Due to building occupancy limits in the two (2) City-owned modular buildings at City Hall, additional office space is needed to accommodate the Planning, Engineering, Community Development, and Building Departments.

Staff recommends entering into a “Contract of Purchase and Sale of Parcel with Professional Office Building” for property located at 1750 Manzanita Drive, for a total purchase price of \$700,000. A copy of the contract has been included in the agenda packet for review. CC

Curtis Calder, City Manager, explained no action was taken on this item at the last meeting. He left it on here just in case the owner of the building was going to be in a position to execute on this contract. The issue is that they need to be able to relocate to another commercial building but they have been unsuccessful in finding a suitable location. His recommendation for this item would be, unless the owners are ready to come forward and execute this contract, to withdraw the tentative offer and the Contract of Purchase and Sale in order to give us the opportunity to look at other office space. This could come back to us if the Sutherland’s are successful in finding another location.

Councilman Stone said he had the owners on the phone and they are still in the same position and have not been able to find a suitable location. They are still looking.

Mayor Keener agreed that we need to withdraw this offer. The other Council Members agreed.

**** A motion was made by Councilman Schmidlein, seconded by Councilwoman Simons, to withdraw the current potential purchase of a professional office building located at 1750 Manzanita Drive.**

The motion passed unanimously. (5-0)

- E. Review and consideration of Golf Professional/Management Proposals for Ruby View Golf Course, including the selection of a qualified individual and/or firm to enter into negotiations with, and matters related thereto. **FOR POSSIBLE ACTION**

A total of four (4) proposals were received and reviewed the Selection Committee: Antares Golf, LLC, Duncan Golf Management, Kemper Sports, and Swing Hard, Inc. Copies of the Golf Management/Management Proposals have been included in the agenda packet for review.

While the Committee was impressed with all four (4) proposals, only Duncan Golf Management and Swing Hard, Inc. reached the finalist stage of the process. Telephone interviews were conducted with Duncan Golf Management and Swing Hard, Inc., which proved helpful in clarifying their respective proposals. The Selection Committee also entertained input from interested members of the golfing community.

Both companies understood the challenges and demonstrated the necessary qualifications and experience to be successful at Ruby View. After significant debate, the Committee voted 3-2 in favor of Duncan Golf Management.

Regardless of the City Council's final decision, it must be contingent upon successfully negotiating an agreement with the selected firm. Staff anticipates a final agreement will be presented for consideration at the January 12, 2021 City Council meeting. CC

Curtis Calder, City Manager, explained the selection committee spent quite a bit of time on this. At the end there was a split vote. Ultimately, it is the Council's decision. City Staff is prepared to move forward with either of the two finalists. As a selection committee member, he was in favor of Duncan Golf Management. He opened up with the other committee members to explain their decision.

Councilman Schmidlein stated there were two that stood out amongst the four applicants. There were a lot of good things to say about both companies. It wasn't until the interview process that they were able to make a decision. He was in favor of Swing Hard, Inc. until the interviews. He did not go with Swing Hard because Brent does not have a large enough staff to take on two courses. That was when he decided that Duncan would be a better fit for the City of Elko.

Wil Moschetti said he appreciates being part of the process. He was one of the two that preferred Swing Hard. He thought Duncan would be the big pea in the small pod. He thought Swing Hard would do well with us. He was worried that Duncan would come in, fire everyone and hire people at \$10 an hour. Duncan also offered a cut in the bar revenues. He didn't think the City could be in the bar business.

James Wiley, Park and Recreation Director, said he was not an official committee member. He was asked to read and evaluate the proposals on his own. He felt Duncan was the best for the job.

Claire Morris stated he was out of town for the interviews but he had been able to spend some time with some of the other selection committee members. He wasn't ready to have Duncan Golf come in and take over the entire golf course but he was willing to let them take over the bar, restaurant and the pro shop to see how they do.

Jan Baum said that Councilman Schmidlein gave a good summary of the two vendors. She preferred Duncan Golf. She has the City's financial interests at heart and she felt Duncan was a better fit. She invited both vendors to this meeting and they may be on the call.

Chris Johnson, Former Mayor, said he appreciated the opportunity to be part of the process. He was in support of the selection committee's recommendation.

Scott Wackowski, Duncan Golf, offered to answer any questions. He knows they need to earn the City's trust and they plan on doing that.

Councilman Stone wanted to ensure that this will not affect the current employees.

Mr. Calder answered the first year or two will be the golf management of the clubhouse and course and not the maintenance. Pete Dondero will not be there forever and will retire someday. At that point maybe we can look at Duncan doing more out there. He hoped to have an agreement for Council approval at the first meeting in January.

Mayor Keener asked for public comment without a response.

**** A motion was made by Councilman Schmidlein, seconded by Councilwoman Simons, to authorize staff to work on an agreement specifying Duncan Management as the successful Ruby View Golf Course proposal moving forward and authorize City staff to negotiate a contract.**

The motion passed unanimously. (5-0)

VI. RESOLUTIONS AND ORDINANCES

- A. Review, discussion, and possible adoption of Resolution No. 30-20, a resolution approving a Memorandum of Understanding, and Form Contract to be utilized for Cold Weather Shelters during Cold Weather Emergencies, and matters related thereto. **FOR POSSIBLE ACTION**

As a possible means of providing shelter to homeless persons during periods of extreme cold weather staff is proposing the adoption of a Memorandum of Understanding and a Form Contract that could be utilized to rent hotel/motel rooms under NRS 332.112 on an as-available basis. SAW

Scott Wilkinson, Assistant City Manager, explained he and the City Attorney spent a lot of time discussing how the City could approach this. If we want to move forward it was determined it would be best to do so under NRS 332.112. We developed this MOW and Form Contract. They will follow-up with some of the hoteliers that have expressed an interest in renting rooms during these times if there are rooms available. He recommended adopting the Resolution so he can reach out to the hoteliers and explain the Form Contract would be the contract we would use during a cold weather event.

Mayor Keener asked if there is a cold weather event and there is a bigger demand than there are rooms, would that be an issue.

Dave Stanton, City Attorney, answered that would not be an issue. We will try to provide as many rooms as possible. We would not be liable if anything happens to those that did not get a room. He felt this was a great program the City is providing. The City is not obligated to do this.

Mayor Keener asked if they would be able to use CARES Act Funding for this.

Jan Baum, Financial Services Director, answered yes.

Curtis Calder, City Manager, stated this is being presented to Council as an option. Another option would be to not do it. With COVID, FISH has decided not to offer the warming shelter. We researched options and felt this was the best one.

Mayor Keener asked if FISH will restore the warming shelter once COVID restrictions are lifted.

Mr. Calder answered he had not had that conversation with FISH yet.

**** A motion was made by Councilwoman Simons, seconded by Councilman Stone, to adopt Resolution No. 30-20, with the addition of two “whereas” statements. The first being that we will run this program through April 2021, and the second being that we will continue to utilize CARES Act funding in connection to the program.**

The motion passed unanimously. (5-0)

- B. Review, discussion, and possible adoption of Resolution No. 31-20, a resolution appointing representatives authorized to declare Cold Weather Emergencies and then execute emergency contracts to be utilized for Cold Weather Shelters pursuant to the emergency contracts statute, and matters related thereto. **FOR POSSIBLE ACTION**

As a possible means of providing shelter to homeless persons during periods of extreme cold weather, Staff is requesting authorization to rent hotel/motel rooms for use by homeless persons pursuant to NRS 332.112, the “emergency contracts” statute, on an as-available basis. The resolution designates the City Manager and the Assistant City Manager would be appointed the authorized representatives with the authority to determine that a cold weather emergency exists affecting the public health, safety or welfare, and would then have the authority to let a contract or contracts as necessary to contend with the emergency without complying with the requirements of NRS Chapter 332. If such emergency action is taken by either of the authorized representatives, he shall report it to the City Council at its next regularly scheduled meeting. SAW

Mr. Wilkinson said they are proposing to appoint the City Manager and himself as representatives to execute the contracts with the hoteliers.

**** A motion was made by Councilman Schmidlein, seconded by Councilman Stone, to adopt Resolution No. 31-20.**

The motion passed unanimously. (5-0)

**APPROVAL OF MINUTES: November 24, 2020 Regular Session
November 16, 2020 Special Session**

The minutes were approved by general consent.

VII. REPORTS

A. Mayor and City Council

Mayor Keener noted that when he was picking up his mail at City Hall, the other Councilmembers have full mailboxes and need to make an effort to pick it up. He noted on the payables there was a large contribution from CARES Act funding to the Boys and Girls Club.

Councilman Schmidtlein thanked Mayor Keener for the opportunity to work with him. The past two years, Mayor Keener has done a great job running the City of Elko.

Mayor Keener said we may have need for a special meeting this month.

B. City Manager – Reminder: 12/22/20 City Council Meeting canceled

Curtis Calder said he is hoping we don't have a special meeting. Please don't show up on the 22nd for a meeting because it has been canceled. He said a few words about Councilman Schmidtlein and thanked him for his service. He wished Council a great Christmas.

C. Assistant City Manager

Scott Wilkinson stated the issue he was working on that might have required a special meeting has been resolved. Unless something else comes up, he didn't see a need for a special meeting. He wished everyone a Merry Christmas.

D. Utilities Director

Dale Johnson stated he sent out the Bio Bot report today. It looks like we are showing 60 new cases a day.

E. Public Works

Dennis Strickland said his crews have been busy. They have been getting a lot of patching done. The crews have been taking advantage of the nice weather and have been busy on many projects around the City. Even with the COVID issue, they have managed to pick up over 9,000 bags of leaves. He wished everyone a Happy Holidays.

F. Airport Manager

Jim Foster wished everyone a Happy Holidays.

G. City Attorney

Dave Stanton wished everyone a Merry Christmas.

H. Fire Chief

Deputy Chief Jack Snyder reported the new ambulance arrived on November 27th. It will be licensed and in service by tomorrow afternoon. The firefighters received 6 positive air respirators that they will be beta testing to protect their responders against COVID. He wished everyone a Happy Holidays and a Happy New Year.

I. Police Chief

Chief Trouten explained tis the season for the holidays but it also the season for thefts and burglaries. Secure your items and lock your doors. Call us if you see anything suspicious.

J. City Clerk

Kelly Wooldridge wished everyone a Merry Christmas and a Happy New Year.

- K. City Planner
Cathy Laughlin thanked Councilman Schmidlein for all his work. He has been very understanding and cooperative. She appreciates all he has done for her department. She wished everyone a Merry Christmas and a Happy New Year and hoped that 2021 is better than 2020.
- L. Development Manager
Michele Rambo wished everyone a Merry Christmas.
- M. Financial Services Director
Jan Baum mentioned the audit will be presented in January. She told Councilman Schmidlein that she appreciates his insight. She wished everyone a Merry Christmas and a Happy New Year.
- N. Parks and Recreation Director
James Wiley thanked Councilman Robert for his work. Their focus right now is preparing the SnoBowl for operations. The pool will open January 4, 2021. He wished everyone a Merry Christmas.
- O. Civil Engineer
Bob Thibault wished everyone a Merry Christmas and a Happy New Year and thanked Councilman Schmidlein for his service. He will be missed.
- P. Building Official
Jeff Ford congratulated Councilman Schmidlein and said it has been nice working with him. He wished everyone Merry Christmas.
Mayor Keener wished everyone Merry Christmas as well. With Councilman Schmidlein's transition, his liaison positions will be reassigned.

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**

Lynne Hoffman called in and read a letter (Exhibit "A") regarding the COVID pandemic.

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

Mayor Reece Keener

Kelly Wooldridge, City Clerk