



**CITY OF ELKO
CITY MANAGER
1751 COLLEGE AVENUE
ELKO, NEVADA 89801
(775) 777-7110/FAX (775) 777-7119**

PUBLIC MEETING NOTICE

The Elko City Council will meet in regular session on Tuesday, November 9, 2021 at 4:00 P.M.–7:00 P.M., P.D.T. at the Elko City Hall, 1751 College Avenue, Elko, Nevada and by utilizing [GoToMeeting.com](https://global.gotomeeting.com)

Please join the meeting from your computer, tablet or smartphone.

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<https://global.gotomeeting.com/join/217616933>

ELKO CITY HALL

1751 College Avenue, Elko, NV 89801

Date/Time Posted: 8:30 a.m. P.D.S.T., Thursday, November 4, 2021

Posted by: Kim Wilkinson, Administrative Assistant 

The public may contact Kim Wilkinson by phone at (775) 777-7110 or email at kwilkinson@elkocitynv.gov to request supporting material for the meeting described herein. The agenda and supporting material is available on the City website at <http://www.elkocity.com>

The public can view or participate in the virtual meeting on a computer, laptop, tablet or smart phone at: <https://global.gotomeeting.com/join/217616933> You can also dial in using your phone at **United States: +1 (646) 749-3122** the Access Code for this meeting is **217-616-933** Public Comment and questions can be received by calling (775) 777-0590 or by emailing cityclerk@elkocitynv.gov


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Dated this 4th day of November, 2021

NOTICE TO PERSONS WITH DISABILITIES

Members of the public who are disabled and require special accommodations or assistance at the meeting are requested to notify the Elko City Council, 1751 College Avenue, Elko, Nevada 89801, or by calling (775) 777-7110.



Curtis Calder, City Manager
Elko, Nevada

CITY OF ELKO
CITY COUNCIL AGENDA
REGULAR MEETING
4:00 P.M., P.D.T., TUESDAY, NOVEMBER 9, 2021
ELKO CITY HALL, 1751 COLLEGE AVENUE, ELKO, NEVADA
<https://global.gotomeeting.com/join/217616933>

CALL TO ORDER

The Agenda for this meeting of the City of Elko City Council has been posted for this date and time in accordance with State of Nevada Emergency Directive 006. The public can view or participate in the virtual meeting on a computer, laptop, tablet or smart phone by registering at link above.

ROLL CALL

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**

APPROVAL OF MINUTES October 26, 2021

I. PRESENTATIONS

- A. Reading of a proclamation by the Mayor in recognition of the week of November 14 – 20, 2021 as Nevada Flood Week, and matters related thereto. **INFORMATION ONLY – NON ACTION ITEM**

II. CONSENT AGENDA

- A. Review, consideration, and possible approval of a Memorandum of Agreement between the City of Elko, and the International Union of Operating Engineers, Local 3, and matters related thereto. **FOR POSSIBLE ACTION**

The Lead Records Technician position description was approved by the City Council at the October 12, 2021 meeting. The position reclassification will be added to Exhibit A as part of the current collective bargaining agreement, dated July 1, 2021 through June 30, 2024, placing the Lead Records Technician position in Grade 9 in the OE3 Hourly Wage Schedule. The Memorandum of Agreement, has been included in the agenda packet for review. SS

III. PERSONNEL

- A. Presentation of Utah Commission for Professional Fire Officer Development Supervising Fire Officer credential to Deputy Chief Jack Snyder, and matters related thereto. **INFORMATION ONLY – NON ACTION ITEM**
- B. Presentation of Center for Public Safety Excellence “Chief Fire Officer” professional designation to Fire Deputy Chief Jack Snyder, and matters related. **INFORMATION ONLY – NON ACTION ITEM**
- C. Review, consideration, and possible approval to reclassify Jeff Winrod, Airport Facilities Maintenance Technician, to Airport Operations/Maintenance Officer, and matters related thereto. **FOR POSSIBLE ACTION**

Jeff Winrod, Airport Facilities Maintenance Technician, has worked at Elko Regional Airport for over 4 years. Staff requests that Mr. Winrod be reclassified to Airport Operations/Maintenance Officer (Grade 12 of OE3 Hourly Wage Schedule) which more accurately reflects the duties currently performed. Over time, Mr. Winrod’s responsibilities have expanded to include airport operations. SS

- D. Review, consideration, and possible approval to recruit for the position of Airport Operations/Maintenance Officer, and matters related thereto. **FOR POSSIBLE ACTION**

The Airport Budget for FY 2021-2022 included approval for an additional Facilities Maintenance position. Staff recommends recruiting for Airport Operations/Maintenance Officer instead of Facilities Maintenance, to better meet the needs of the Airport. The difference in Step 1 hourly rate between the two positions would be \$7.9123/hour. The Airport Fund has sufficient budget to cover the difference. SS

IV. APPROPRIATIONS

- A. Review and possible approval of Warrants, and matters related thereto. **FOR POSSIBLE ACTION**
- B. Review and possible approval of Utility Refunds, and matters related thereto. **FOR POSSIBLE ACTION**
- C. Review and possible approval of General Hand-Curt Checks, and matters related thereto. **FOR POSSIBLE ACTION**
- D. Review and possible of Print n’ Copy Warrants, and matters related thereto. **FOR POSSIBLE ACTION**

- E. Review, consideration, and possible approval for the Elko Fire Department to enter into a Professional Service Agreement for Ambulance Billing with Oososharp, LLC, and matters related thereto. **FOR POSSIBLE ACTION**

EFD has been with the ambulance billing firm Intermedix the past 13 years. Intermedix has recently changed their billing structure and the new fee schedule is no longer affordable. Oososharp, LLC has a fee schedule suited for smaller departments. They are also very familiar with the reports needed for the Ground Emergency Medical Transport Program. MG

V. UNFINISHED BUSINESS

- A. Review, discussion, and possible adoption of Resolution No. 29-21, a resolution approving a Memorandum of Understanding (MOU) 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. Resolution 31-20, adopted on December 8, 2020, gives the City Manager and the Assistant City Manager the authority to declare a cold weather emergency and to enter into emergency contracts with shelter providers during cold weather emergencies. SAW

VI. NEW BUSINESS

- A. Consideration and possible action to cancel the December 28, 2021 Elko City Council meeting, and matters related thereto. **FOR POSSIBLE ACTION**
- B. Review, consideration, and possible approval of a first amendment to Revocable Permit No. 4-20, filed by Ygoa Ltd., to occupy a 658 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 facade and it structurally cannot be supported by the existing building. The Revocable Permit 4-20 approved on December 8, 2020 was based on preliminary footing sizes and since the approval, the final foundation design has been completed and the footing is larger than previously approved to occupy the Right-of-Way. CL

- C. Review, consideration, and possible approval of Revocable Permit No. 4-21, filed by Dale and Heather Johnson, to occupy +/- 439 square feet of Jennings Way Right-of-Way adjacent to their parcel located at 657 Cortney Drive to accommodate landscaping and a fence, and matters related thereto. **FOR POSSIBLE ACTION**

The applicant is requesting the revocable permit for an area which is currently fenced and landscaped as part of their exterior side yard along Jennings Way. CL

- D. Review, consideration, and possible extension of the Revocable Agreement with The Trac-B Harm Reduction Center for the oversight of a syringe service program at the humanitarian campground, and matters related thereto. **FOR POSSIBLE ACTION**

The local representative for Trac-B is interested in continuing to operate the syringe service program at the humanitarian camp. Pursuant to Section I of the Revocable Agreement, the City of Elko may extend the agreement by mutual agreement of both parties. SAW

- E. Review, consideration and possible approval of a Land Lease Agreement for Hangar (C8) with La Vaca Cattle Co., a Colorado corporation and matters related thereto. **FOR POSSIBLE ACTION**

La Vaca is the current owner of Hangar C8. The previous agreements had expired and a new lease is required. Additionally, airport ground leases of less than one-half an acre are no longer subject to appraisal/auction process for cities whose population is less than 25,000 (NRS 496.80)

- F. Review, consideration, and possible action to enter into a Lease Agreement with Head Start of Northeastern Nevada, and matters related thereto. **FOR POSSIBLE ACTION**

The previous agreement was for 20 years and expired on April 1, 2018. Head Start has requested to lease the area for another 20-year term. SAW

- G. Review, consideration and possible action to approve an Agreement to Dedicate Right-of-Way for Errecart Boulevard and South 9th Street between the City of Elko and R. Thomas Tipton, Successor Trustee of the Tipton Family Trust and 5Name, LLC, a Nevada limited-liability company organized and existing under the laws of the State of Nevada, and matters related thereto. **FOR POSSIBLE ACTION**

The Council took action at its meeting on October 19, 2021 to include a possible water line extension through APN 001-730-010 as a part of several water enhancement projects to be funded with American Rescue Plan Act (ARPA) funds. Engineering and dedication of the rights-of-way is required to facilitate the project. The agreement stipulates timelines for completion of the engineering and dedication of the rights-of-way. The rights-of way include the Errecart and South 9th Street alignments in addition to an alignment to connect the water line to the 5200 water zone. SAW

VII. REPORTS

- A. Mayor and City Council
- B. City Manager
- C. Assistant City Manager
- D. Utilities Director
- E. Public Works Director
- F. Airport Manager
- G. City Attorney
- H. Fire Chief
- I. Police Chief
- J. City Clerk
- K. City Planner
- L. Development Manager
- M. Financial Services Director
- N. Parks and Recreation Director
- O. Civil Engineer
- P. Building Official

COMMENTS BY THE GENERAL PUBLIC

Pursuant to N.R.S., 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**

NOTE: The Mayor, Mayor Pro Tempore, or other Presiding Officer of the City Council reserves the right to change the order of the agenda, and if the agenda has not been completed, to recess the meeting and continue on another specified date and time. Additionally, the City Council reserves the right to combine two or more agenda items, and/or remove an item from the agenda, and/or remove an item from the agenda, or delay discussion relating to an item on the agenda at any time.

ADJOURNMENT

Respectfully Submitted



Curtis Calder
City Manager