

**CITY COUNCIL MINUTES
REGULAR MEETING
October 4, 2011**

The Winnemucca City Council met in regular session on Tuesday, October 4, 2011 at 2:00 p.m. in the City Hall meeting room. Present: Mayor Di An Putnam, Councilmen Richard Stone, Doug Cain, Joyce Sheen, Jim Billingsley and Paige Brooks. Staff present: City Manager Steve West, City Attorney Kent Maher and City Clerk Eddy Davis.

CALL TO ORDER:

Mayor Putnam called the meeting to order at 2:00 p.m.

APPROVAL OF MINUTES:

The September 19, 2011 joint City/County meeting minutes were presented for review and Councilman Cain moved for approval as submitted. Councilman Sheen abstained as she was not present at the meeting. Motion carried unanimously.

The September 20, 2011 regular City Council meeting minutes were presented for review and Councilman Sheen moved for approval with a minor correction under Staff/Council Reports to Councilman Cain's statement that he will meet with NDOW concerning the fishing pond, not that he has already met with them. Motion carried unanimously.

APPROVAL OF WARRANTS:

The warrants were presented for review and Councilman Cain moved for approval as submitted. Motion carried unanimously.

PROCLAMATIONS / EMPLOYEE AWARDS:

Joann Casalez accepted a proclamation read by Mayor Putnam declaring October as "Domestic Violence Awareness Month" in Winnemucca. Casalez gave a brief overview of domestic violence statistics in Humboldt County and Nevada.

PUBLIC / PERSONAL COMMUNICATION / CORRESPONDENCE:

There were no public, personal communications or correspondence.

DISCUSSION / ACTION ON ITEMS OF BUSINESS & OTHER REPORTS:

BUSINESS IMPACT DETERMINATION

City Attorney Maher and the Council reviewed and discussed briefly the agenda items and the effect each item could potentially have on a "business" as the term is defined by statute. The Council agreed that no item on this agenda appears to impose a direct and significant economic burden on a business or appears to directly restrict the formation, operation or expansion of a business. Councilman Sheen moved to make a finding that no item on this agenda appears to impose a direct and significant economic burden on a business or appears to directly restrict the formation, operation or expansion of a business. Motion carried unanimously.

VARIANCE REQUEST VW-11-13 / REDUCE FRONT YARD SETBACK / SCHADE CONSTRUCTION

John Milton, Desert Mountain Surveying, as the agent for the property owner Schade Construction, said this setback request resulted from new construction on Ross Street. Staff recommended approval of the variance request. Councilman Cain moved to approve, based on staff findings and recommendations, variance VW-11-13 to reduce the front yard setback from 20 feet to 19 feet in an R-1-9 (Single Family Residential-9,000 sf minimum lot size) zoning district located at 617 Ross Street, APN 015-041-01, for Schade Construction. Motion carried unanimously. Resolution Number 2011-24.

Milton noted that there are new provisions in the Nevada Revised Statutes (NRS) concerning variances which allows for staff approval if the variance request involves less than a ten percent change to the area of the property. The staff approval request does not require a public hearing before the governing board. Councilman Stone said the procedure would certainly streamline the process. Mayor Putnam felt this was something that should be looked at and directed staff to review the process for possible changes.

PARCEL MAP IMPROVEMENT STANDARDS WAIVER REQUEST / RAMASCO

John Milton, Desert Mountain Surveying, explained that the parcel map was approved through the planning commission with the standard condition that the applicant abide by all improvement standards required by the City, which include curb, gutter and street improvements. The applicant is requesting a waiver of the street improvement requirements. City Manager West said other property owners in the area were in the past presented with the opportunity to participate in an assessment district that would have provided the street improvements, but participation was not approved by the owners due to the expense. The owners may request an assessment district for improvements in the future when the area is more fully developed. The City has approved similar street improvement waiver requests in the past when street improvements are not found on adjacent properties, which is the case for this request. Councilman Brooks moved to approve, based on staff findings and recommendations, parcel map improvement standards waiver PW-11-16 on the northerly boundary of 5975 Kluncy Canyon Road, APN 016-341-37, for Dennis and Karen Ramasco. Motion carried unanimously. Resolution Number 2011-25.

ENCROACHMENT OF RELOCATION OF EXISTING FENCE LINE / HOPFER

Mayor Putnam reviewed the request by the property owner to relocate his existing fence line along the Hoskins Street side of his property. The permit would allow for the construction of a privacy fence that would encroach onto a City street right-of-way. City Manager West said there were no utilities that he was aware of located between the curb and property lines in this area of town and he does not see any negative impact by granting this request, since the requested fence encroachment is on a very low volume side street. City Attorney Maher noted, if the request is approved, the property owner receives the encroachment permit from the City at his risk because the City may revoke the permit at any time if it is necessary. Councilman Cain moved to approve, based upon staff findings and recommendations, the encroachment permit

requested by Ed Hopfer for the relocation of an existing fence line located at 1361 Harmony Road, with the required condition that the City maintains the ability to revoke the permit if necessary. Motion carried unanimously.

CONTRACT / STREET INTERSECTION IMPROVEMENT PROJECT

City Manager West reported that four bids were received, with the lowest bid being \$87,436.80 from Hunewill Construction. Funding for the street intersection improvement project will come from Regional Transportation Commission (RTC) funds received from gas tax revenues. Staff recommends award of the contract to Hunewill Construction. Councilman Stone asked where the construction project intersections are located. West said the areas slated for reconstruction are located all over town, but are mainly located on collector streets. Councilman Stone moved to award the contract to repair, reconstruct and replace valley gutters and return gutters to the lowest bidder, Hunewill Construction, in the amount of \$87,436.80, to be paid with RTC funds. Motion carried unanimously.

RESERVE POLICE OFFICER PROGRAM / WINNEMUCCA POLICE DEPARTMENT

Police Chief Silva and Captain Dalley gave an overview of the proposed reserve police officer program that both want implemented. Silva said all reserve police officers will have to meet the standards required by Nevada P.O.S.T. and the Winnemucca Police Department (WPD). Hiring standards will be the same for both regular officers and reserve officers. The reserve program will allow for four (4) levels of pay, with each level having a different criteria. The reserve officers will be employees of the City and will follow all policies and procedures required of employees. The Police Chief is responsible for hiring reserve officers at any of the four levels, and has the only authority for reserve officer advancement within the program. Silva continued he would like to see the staffing level of reserve officers increased to a maximum of 15 persons. Councilman Sheen asked how a reserve officer in the lower categories would handle a situation that would require additional knowledge or training in order to maintain control of an emergency or unforeseen situation they may find themselves in. Silva replied that all categories will receive academy-level (P.O.S.T.) training and all reservists will complete (WPD) field training as well. The lower level reservists will not be left without assistance until they are properly trained and determined ready for duty. Councilman Stone said he thinks this is an excellent program and believes the reserve officers will be available to assist with special events in the community. Councilman Billingsley noted that the program as presented today requires a minimum amount of hours the reserve officer must serve. Silva said the requirement for minimum hours will probably be stricken from the final version of the program requirements; however, the officers will be required to serve a mandatory number of hours in order to keep current with training. Councilman Stone moved to direct staff to proceed with the concept of the program as outlined by staff. Motion carried unanimously.

MOTOR VEHICLE REPLACEMENT OPTIONS / WINNEMUCCA POLICE DEPARTMENT

Police Chief Silva said the department has in the past filled their fleet requirements with Ford Crown Victoria sedans, which are no longer available. The Dodge Charger V6 is similar in operational ability and meets City requirements for patrol vehicles. Two bids were received with

the lowest from Liberty Motors (Winnemucca-based dealer) in the amount of \$34,097.41, which does not include the necessary electronic equipment for the vehicle. The budget allows for the purchase and equipping of two (2) patrol sedans in the amount of \$80,000. Mayor Putnam reminded that two patrol sedans had also been lost due to accidents this year. The City received approximately \$17,000 from those insurance claims, which is available to purchase another used vehicle. Captain Dalley added he is working with the BLM to purchase a 2007 Tahoe which will be assigned as a street sergeant's vehicle. Councilman Cain moved to approve the purchase of two (2) Dodge Charger sedans through Liberty Motors in the amount of \$68,194.82 (including electronic accessories, but not striping). Motion carried unanimously. Staff was also authorized to purchase the used BLM SUV with the police sedan accident insurance claim funds.

ADDITIONAL PATROL OFFICER / WINNEMUCCA POLICE DEPARTMENT

Mayor Putnam reported that Police Chief Silva is seeking authorization to fill the additional patrol officer position which was included in this fiscal year's budget. The police department is facing staffing deficiencies due to vacation, sick leave and vacant positions. Filling the position would assist with the staffing shortfalls. Councilman Brooks asked the extent of the staffing shortfalls. Silva reported that the department is four officers short in staffing right now (1-administrative leave, 2-extended sick leave, and 1-officer vacancy). Silva said the staff needs to be increased from 18 FTEs to 19 (all P.O.S.T. certified). It will take up to six months to bring the reserve program completely on line. City Manager West said staffing shortfalls seem to be a standard issue in the police department. West said it is hard to recommend adding an additional position to one department when other departments were cut. The law enforcement share of the City budget has increased from 20% to 50% of the total. West said based on past experience, it is justifiable to fill the position, and filling the position doesn't mean it couldn't be eliminated later. Filling the position will give assistance to both detectives and patrolmen. Silva noted that detectives and detective sergeants are never caught up, and there is at least one new case to deal with each day. West reminded the Council that this additional position was approved in the current fiscal year budget subject to later approval. Councilman Brooks moved to approve and authorize Police Chief Silva to fill the additional patrol officer position. Motion carried unanimously.

FAA GRANT AWARD / WINNEMUCCA MUNICIPAL AIRPORT

City Manager West explained that additional funding was made available from the FAA in the sum of \$83,445 toward the airport pavement maintenance project. The Council previously authorized the pavement maintenance contract award and an additional grant offer application on this project. The Mayor immediately signed the acceptance (when it was received) and returned it to the FAA pursuant to their requirement. Staff recommends that Council confirm the grant acceptance. Staff believes the FAA granted the additional funding because they noted that the City and County were willing to expend their funds above and beyond the 5% match in order to complete the project. Councilman Stone moved to ratify the acceptance of the additional FAA grant funding for the sum of \$83,445. Motion carried unanimously.

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STAFF / COUNCIL REPORTS

City Manager West reported that after much consideration, staff has determined that a formal media information policy is not necessary. Each department head will respond to the media in a manner they are comfortable with. Staff will always have the City Manager and City Attorney to consult with when necessary. The demonstration carriage light will be installed next week for Council consideration. The brace will be of a decorative fashion and a new color scheme will be presented. The street maintenance work is complete. The City should experience long life with the chip and slurry seal applied. There was a reasonable amount of inconvenience to the public during the project considering that the work was primarily on major collector streets.

Councilman Stone said the HDA will meet next week.

Councilman Cain advised that the LEPC will meet next week. A meeting was held with Jim Kinney and the Nevada Department of Wildlife (NDOW) to discuss the proposed fishing pond. Funding availability looks positive. Councilman Billingsley added NDOW has wanted to create an urban pond here for some time. Cain said a timeline for the project was not decided upon. The scope of the project will encompass approximately one acre which includes parking space. The main issues to be hashed out include funding, land availability, water source and liability issues.

Councilman Sheen recently attended a three and one-half hour WCVA meeting. Scheduled events within the community dominated the discussions. There are two positive things happening in the City, first, the Melarkey Street-Winnemucca Blvd. intersection improvement project, and, second, changes at the museum. A positive reception was given to the idea of relocating the Buckaroo Hall of Fame to the museum. An overall feeling from the meeting was that the WCVA is in a positive position due to an upswing in the room taxes and the impressive improvements to the community that will last for a long time. There is a lot of good stuff happening with the WCVA.

Councilman Billingsley reported that Police Officer Hinton's newborn baby boy and mother were doing well.

Councilman Brooks said the RESPECT group will meet at the Bloody Shins Trail trailhead for clean-up day on Saturday, October 8. There are a lot of school events taking place this time of year, including Lowry High School's homecoming this weekend.

Mayor Putnam welcomed the Good Samborees Club event at the fairgrounds. Both she and the City Manager attended the Newmont quarterly breakfast meeting and learned of the progress with the company's growth in the area. Newmont's mining activity is projected to last at least until 2024. The current level of activity in the mining industry has allowed for an increase in exploration and extended mine lives. The Mayor also attended a Newmont-sponsored dinner to discuss the support of mining and the impact it has had on the State of Nevada. The University of Nevada School of Mines and mining personnel have lead the discussions on these issues. The domestic violence dinner will be held the evening of October 7, 2011 between 5:00 p.m. and 7:00 p.m.

PUBLIC / PERSONAL COMMUNICATION / CORRESPONDENCE:

There were no public, personal communications or correspondence.

Mayor Putnam adjourned the meeting at 3:35 p.m. until the next meeting on October 18, 2011.

Respectfully submitted,

Eddy D. Davis
City Clerk

PASSED AND ADOPTED: October 18, 2011

VOTE OF COUNCIL:

AYES:	Councilmen	<u>Stone, Cain, Sheen, Billingsley, Brooks</u>
NAYS:	Councilmen	_____
NOT VOTING:	Councilman	_____
ABSENT:	Councilman	_____

APPROVED:

ATTEST:

Di An Putnam
Mayor

Eddy D. Davis
City Clerk