

**CITY COUNCIL MINUTES
REGULAR MEETING
JANUARY 19, 2021**

The Winnemucca City Council met in regular session on Tuesday, January 19, 2021, at 2:00 p.m. in the City Hall meeting room which had restricted public access due to the Nevada Executive Department Directives; the meeting was accessible via teleconference and videoconference. Present (at the meeting room): Mayor Richard Stone; Council members Mike Owens, Theresa Mavity, Vince Mendiola, Jim Billingsley and Pam Coats; City Manager/Engineer Alicia Heiser, City Clerk John Millard, City Attorney Kent Maher and Police Chief Dave Garrison. Present (via remote access): Planning Technician Betty Lawrence.

CALL TO ORDER:

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

PUBLIC COMMENT-PERSONAL COMMUNICATION-CORRESPONDENCE:

Shirley Alen-Kellerman of the Rural Nevada Development Corporation (RNDC) introduced herself and briefly explained what the RNDC does and her role as the business lending representative. Kellerman suggested RNDC be on a future meeting agenda to make a full presentation regarding their services.

Lewis Trout, VFW Commander, commended the City for the willingness to consistently support local Veterans in the community.

MINUTES:

The minutes of the December 15, 2020 City Council regular meeting were not available.

The minutes of the January 5, 2021 City Council regular meeting were reviewed and Council member Billingsley moved for approval as submitted. Motion carried unanimously with Council member Owens abstaining because he was not present at the meeting.

WARRANTS-EXPENSES:

The reports for payments of warrants and expenses were reviewed and Council member Owens moved for approval as submitted. Motion carried unanimously with Council member Billingsley abstaining from voting on the Jim Dandy Productions warrant(s) because he is the owner of the business.

PROCLAMATIONS-AWARDS-PRESENTATIONS:

Mayor Stone proclaimed Sunday, February 7, 2021 as Four Chaplains Sunday and the week of February 7-13, 2021 as Religious Emphasis Week.

BUSINESS ITEMS:

BUSINESS IMPACT DETERMINATION

After review and consideration of the effect each item could potentially have on a "business," as the term is defined by statute, the Council agreed, and Council member Mendiola moved to make a finding that no item on the 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-20-11 / FENCE HEIGHT / SKYLAND BLVD.

Planning Technician Betty Lawrence presented variance application VW-20-11 submitted by Robert Halkyard to increase the allowed fence height in the front yard setback from 3 feet to 6 feet at 1975 Skyland Blvd. (APN 16-0153-04). Lawrence received one comment and addressed the questions from a resident living in the area of the subject property. There were no comments from the Council or members of the public.

Council member Mavity moved to approve variance application VW-20-11 to increase the fence height in the front yard set-back at 1975 Skyland Blvd. (APN 16-0153-04) based on staff findings and recommendations. Motion carried unanimously.

Property owner Halkyard (via remote access) thanked the Council.

SELF-INSURANCE PLAN PROPOSALS

City Manager Heiser explained that the City/County Insurance Benefits Committee has been looking into different insurance options, including self-insurance, over the last couple of years. A and H Insurance representatives (via remote access), the City and County health insurance liaison, and Coastal Administrative Services (via remote access), a third-party administrator based in Seattle, Washington gave a presentation and answered questions concerning self-insurance. Heiser and members of the Insurance Benefits Committee (via remote access) addressed other questions and explained the fiscal timeline relating to budgeting for insurance and providing open enrollment for City employees. A joint meeting with the County is proposed for February 22 to consider quotes for both a fully insured plan and a self-insured plan.

Council member Billingsley moved to direct staff to provide more information, including cost information, for the joint meeting with the County. Motion carried unanimously.

CITY PROPERTY / FAIR MARKET VALUE DETERMINATION

City Attorney Maher explained that when only one appraisal is obtained for the purposes of selling City-owned real property, the law requires that a public hearing be held to establish the fair market value of the property to be sold. The City obtained one appraisal for the properties located at 3266 Frontier Street (APN 16-0444-07), 3326 Paiute Street (APN 16-0442-08), and the Scout Hut property situated at the corner of Harmony and South Street at 1120, 1150 and 1182 Harmony Road (APNs 16-0046-07, 16-0046-08, 16-0046-09 and 16-0046-10). Mayor Stone called for public comment regarding the fair market value of the properties. Local resident Lewis Trout introduced himself as a retired appraiser and commented that the appraisals were very professional, but he is concerned whether or not, in an auction situation, there will be a provision to allow a period of time for the relocation of the Boy Scouts, Girl Scouts, and Cub Scouts from the Scout Hut property to an alternate location. There was no other public comment.

Council member Owens moved to establish the fair market values of the properties as the appraised values. Motion carried unanimously.

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POSITION AND SALARY RANGE SCHEDULE

City Manager Heiser explained that the police department requested a full-time position for an evidence technician to properly organize and dispose of the evidence taken in by the department over the past several years. Police Chief Garrison elaborated that initially the position will be fully dedicated to organization of the evidence, but once the volume of evidence has been reduced to an acceptable level, it is anticipated less than 40 hours per week will be required to maintain the evidence room. Garrison intends to use the technician to create and maintain an electronic filing system to reduce the volume of accumulated paper records at the department. There was discussion about the need for the position and the other duties which could be performed. City Attorney Maher suggested that rather than creating an evidence technician specific position that the position be identified as an administrative support position with an appropriate description to allow for all the functions that will be performed. The plan is to hire for the position in April or May. The budget for the current fiscal year will support the position for the two or three months that will be included in FY 21. The position will be fully funded in the FY 2021-2022 budget.

Council member Owens moved to direct staff to refine the title and job description for the position and bring it back at a future meeting for consideration. Motion carried unanimously.

DISPOSAL OF USED VEHICLES

City Manager Heiser explained that two police department Dodge Charger patrol vehicles with high mileage are at the end of their useful life and are very expensive to maintain. Police Chief Garrison advised the vehicles are not currently assigned to any patrol officer(s) and have no use by the department.

Council member Billingsley moved to find that the vehicles are no longer required for public entity use and that they be disposed of by sale at auction. Motion carried unanimously.

CORONAVIRUS RELIEF FUNDS USE

City Manager Heiser explained that the State has extended the date to December 31, 2021 by which Coronavirus Relief Funds must be expended. Use of the funds and the status of the fund account were discussed. Gina Rackley, Humboldt County Comptroller (via remote access), indicated the County will not be requesting reimbursement for certain County activities thus the City will not have to direct funds to the County, which will allow other eligible entities in the Winnemucca area to request use of the remaining funds.

No action was taken.

BODE HOWARD MEMORIAL POOL

City Manager Heiser received information from Greenplay and Aquatic Design Group related to proposed programs and budget. Mayor Stone reported that Nevada Gold may be willing to donate funds to the project, within parameters established by them. Funding alternatives were discussed.

No action was taken.

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STAFF-COUNCIL REPORTS

City Manager Heiser reported: (i) the revisions required by the Nevada Division of Environmental Protection (NDEP) for the Railroad Spring Pipeline project should be complete by the end of next week; (ii) the final report for Well 8 from Farr West has not been received; (iii) about forty feet of pipe will be stubbed out for the Well 8 pump at minimal cost; (iv) Hunewill is ready to begin work on the Alleys sewer project within the next few days; (v) Hunewill has not yet started on the West-Side Curb and Gutter project; (vi) there is nothing new to report on the proposed transloading facility at the Airport Industrial Park; (vii) the Loon Project at the Airport Industrial Park is on hold; (viii) the BLM intends to make payment for their airport expansion project through the lease agreements with the City and updated BLM leases will be forthcoming; and, (ix) Tom Ballew of High Desert Engineering was contacted last week regarding start of work on the Hardgrave Lane extension.

City Clerk Millard reported the City received the budget forms from the Department of Taxation in preparation for the 2021-2022 budget development cycle.

Council member Owens asked about the National Guard Armory property and City Manager Heiser reported a letter of intent was sent to Nevada Division of State Lands; the letter is currently going through the administrative process for disposal of the property. Owens attended a Regional Transportation Commission (RTC) meeting. RTC revenues (from gasoline tax) increased despite the pandemic. Owens attended an Airport Board meeting where they discussed creating a fund for airport revenues and payment of airport expenditures. Owens asked about the golf course club housework and Heiser reported the floors are complete with the help of private donations.

Council member Mavity attended a Landfill Committee meeting today. Mavity inquired about a vacancy on the Planning Commission. City Manager Heiser reported that she believes all vacancies are filled, but she will follow up with Planning to determine the status. Mavity questioned the functionality of the lights at the Skate Park and ideas for repairing and replacing the lights were offered.

Council member Mendiola reported the Paradise Sonoma Conservation District reviewed grants and plans to conduct repairs for streams, riparian areas and wet meadows. Mendiola attended a Humboldt Foundation meeting where they discussed the finances and investments.

Council member Billingsley reported that the Winnemucca Convention & Visitors Authority meets tomorrow (January 20, 2021), and it appears that they will end the year with more room tax revenue than anticipated. The Ranch Hand Rodeo was rescheduled to May with the understanding that the event may be cancelled.

Council member Coats reported she attended an FCC meeting earlier today and 2021 events were discussed. Coats met with a Main Street committee member and work is continuing on becoming a 501(c)(3) organization and replacing lost members.

Police Chief Garrison reported that one officer will report to POST on January 25, 2021. Garrison met with Rick McComb of Mindful IT regarding installation of a Wi-Fi network for City facilities which will be used for the public safety community-based cameras system.

Mayor Stone reported that the January 8 meeting of the Nevada League of Cities (NLC) changed the size classification for cities based on population as follows: small cities (<25k),

medium cities (25-75k), and large cities (>75k). NLC is planning a League Congress Meeting in Elko for June and are proposing the annual conference in either August or September in Sparks.

PUBLIC COMMENT:

There were no comments.

Mayor Stone adjourned the meeting at 4:09 p.m.

Respectfully submitted,

John Millard
City Clerk

PASSED AND ADOPTED: February 2, 2021

VOTE OF COUNCIL:

AYES: Owens, Mavity, Mendiola, Billingsley, Coats
NAYS: _____
ABSTAIN: _____
ABSENT: _____

APPROVED:

ATTEST:

Richard Stone
Mayor

John Millard
City Clerk