

**CITY COUNCIL MINUTES  
REGULAR MEETING  
NOVEMBER 23, 2021**

The Winnemucca City Council met in regular session on Tuesday, November 23, 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 (in the meeting room): Mayor Richard Stone; Council members Mike Owens, Theresa Mavity, Vince Mendiola, Jim Billingsley and Pam Coats; City Manager Alicia Heiser, Administrative Assistant Brandy Grimm, Police Chief Dave Garrison, Police Captain Mike Rangel and Patrick Schommer. Present (via teleconference): City Attorney Kent Maher.

**CALL TO ORDER:**

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

**PUBLIC COMMENT-PERSONAL COMMUNICATION-CORRESPONDENCE:**

There was no public comment, personal communication, or correspondence.

**MINUTES:**

The minutes of the November 9, 2021 regular City Council meeting were reviewed and Council member Mavity moved for approval as submitted. Motion carried unanimously.

**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 presented police officer Jeff Casalez with a 10-year service award and thanked him for his years of service.

**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**

City Manager Heiser stated that Luca Bernardi requested a variance to reduce the side yard setback from 5 feet to 0 feet at 405 W Fifth Street, APN 15-0414-02, to add on to an existing shop building on the property constructed on the property line with a 0 feet setback. Bernardi desires to keep the roof line of the add-on structure consistent with the existing structure.

Council member Owens moved to approve the variance request based on staff findings and recommendation. Motion carried unanimously.

### **WATER-SEWER WILL-SERVE REQUEST**

Patrick Schommer requested a water and sewer will-serve statement to allow construction of a car wash at 500 W. Haskell Street, APN 16-0212-08. The expected water usage is 25,000 gallons per day. An 18-inch water main serves the property so there are no water capacity issues, however the sewer main is an older 8-inch clay line which runs into a 12-inch main, and there is the potential to have wastewater backup affecting properties on the same line with the additional car wash wastewater. City Manager Heiser and Schommer discussed the project and there will need to be a condition to install storage tanks on the property to hold the wastewater during the high demand day use time and then pumped out at a low demand time.

Council member Mendiola moved to approve the requested water and sewer will-serve statement with the condition that storage tanks be placed on the property to hold the wastewater generated during the high demand use time for pumping out at a low demand time. Motion carried unanimously.

### **SERVER REPLACEMENT REQUEST**

City Manager Heiser said the two servers for the City, one at the Police Department and one at City Hall, are running on a Windows 2008 system, which is no longer supported and which will not allow certain newer types of software to run, such as for the card reader system proposed for the exterior doors at City Hall and the Police Department. The City IT contractor Rick McComb recommends initiating a complete server upgrade project to replace the existing outdated system. The project may possibly be eligible for CARES Act funding since it will support remote working, cyber security, etc. Heiser will verify that with the State before reporting.

Council member Owens moved to authorize the initiation of the server replacement project as requested. Motion carried unanimously.

### **MICROSOFT AGREEMENT PROPOSAL**

City Manager Heiser stated the State of Nevada has a statewide Select Plus Agreement with Microsoft to obtain the best pricing for the Microsoft server licenses and local government entities can opt into the State contract as an affiliate member and obtain the same bulk pricing.

Council member Mavity moved to enter into the agreement to obtain volume licensing, services, and products through the Microsoft Select Plus licensing program. Motion carried unanimously.

### **USDA LEASE AMENDMENT PROPOSAL**

City Manager Heiser explained that proposed Lease Amendment No. 2 will renew the USDA land lease at the airport for a 15-year term from January 1, 2022 through December 31, 2036 at the standard land lease rates approved by the Airport Board.

Council member Owens moved to approve the terms, conditions and proposal for renewal of the existing USDA lease of airport property for a 15-year term. Motion carried unanimously.

### **BLM LEASE PROPOSAL**

City Manager Heiser explained the BLM lease proposal will combine Lease Tracts 2A and 2B with an annual payment of \$40,000 per year for 30 years and it does include Executive Order 14042 which is the Covid vaccine mandate for all federal contracts above the \$250,000 threshold. It also includes language that will make the City the project manager for the proposed SEAT Base expansion project. The City will be considered a federal contractor if it takes on the project management role and will be subject to the Executive Order requirements. Heiser presented two options: 1) accept the combined lease proposal for tracts 2A and 2B at \$40,000 per year for 30 years and ask the BLM to remove the language which includes the Executive Order; or, 2) accept the lease proposal but only for a 6-year term to be under the \$250,000 threshold. Heiser recommended not doing the management of the SEAT Base project.

Council member Owens moved to approve the leasing of Lease Tracts 2A and 2B at the Airport for a 6-year term and to remove the language agreeing to be bound by the Executive Order. Motion carried unanimously.

### **CORONAVIRUS RELIEF FUND USE**

City Manager Heiser reported there is about \$86,000 remaining in CARES Act funds which are allocated as follows: \$12,600 for wastewater testing in November and December; \$20,000 for the website and app development; \$8,710 for the evidence vault HVAC system; \$25,000 for the server upgrade project; \$7,000 to possibly update the City phone system; and, \$7,000 for other City expenses. The \$46,000 previously allocated for the exterior doors and card reader system was removed as it will not be complete by the end of the year to be eligible for CARES Act funds.

No action was taken.

### **BODE HOWARD MEMORIAL POOL**

City Manager Heiser reported the boiler is up and running as of today however it will take a while to get the pool temperature up. Recreation Director Jamie Walton is hoping the pool will be ready to open on Monday November 29.

No action was taken.

### **STAFF-COUNCIL REPORTS**

City Manager Heiser reported: 1) the selection and installation of a pump for Well 8 and the pump house construction is proceeding; 2) the East-side curb and gutter project will be advertised for bids soon; 3) discussions are continuing on a transloading facility at the Airport Industrial Park (AIP); 4) an AIP committee formed by HDA is expected to start the marketing of the Loon site; 5) BLM recently increased efforts to complete a proposed \$2.5M expansion at the Airport and amendment(s) to the existing BLM lease(s) at the airport are expected soon; 6) the design of the Hardgrave Lane project is finished and will be put out to bid this fall or winter; 7) the Ada Vista Lane water-sewer infrastructure project design is almost finished and is expected to go out to bid soon; 8) the City can use some ARPA funding for development of the Recreation Complex planned projects which include outdoor lighting, an urban pond, an amphitheater and a fourplex; 9) the AARP grant funds for the Community Garden project were used in accordance with the grant and the final report will be submitted to AARP prior to the January 17, 2022 deadline; 10) the Tank 1C interior painting project has been awarded to Resource Development Company and will begin in the spring; and, 11) Shaw Engineering is almost done with the hydraulic model and they are working on the design for blending of Well 6 for arsenic remediation.

Council member Owens questioned if the City had hired the new employees. City Manager Heiser said two employees have started and the third starts next Monday. Owens asked if there were cameras and/or alarm security at the City water shop where there was a break-in and, if not, a security system be considered. Owens attended the last RTC meeting. Dean Heller will be having a meet and greet next Monday, November 29 at the Martin from 11:30 am to 1:00 pm.

Council member Mendiola reported attending the last HDA meeting.

Council member Coats reported: 1) the Main Street meeting was cancelled; and, 2) attending the Frontier Community Action Coalition meeting last week.

Police Chief Garrison reported there is some success regarding the recent break-ins and burglaries thanks to the coordination and cooperation with of the DA and Sheriff offices.

Mayor Stone reminded: 1) December 14 is the only Council meeting in December; 2) the City-County Christmas party is December 3; and, 3) the parade of lights is December 11 at 5:30 pm.

**PUBLIC COMMENT:**

There were no comments.

Mayor Stone adjourned the meeting at 3:00 p.m.

Respectfully submitted,

Brandy Grimm  
Administrative Assistant II

The federal mandated non-discrimination statement is set out in entirety on the publicly posted meeting agenda for this meeting and is incorporated by reference pursuant to 41 CFR part 60, and is available in the City Clerk Office, 90 W Fourth St, Winnemucca, NV.

**PASSED AND ADOPTED:** December 14, 2021

**VOTE OF COUNCIL:**

**AYES:** Owens, Mavity, Mendiola, Billingsley, Coats  
**NAYS:** \_\_\_\_\_  
**ABSTAIN:** \_\_\_\_\_  
**ABSENT:** \_\_\_\_\_

**APPROVED:**

**ATTEST:**

\_\_\_\_\_  
Richard Stone  
Mayor

\_\_\_\_\_  
Ruth Fitzpatrick  
City Clerk