

**CITY COUNCIL MINUTES
REGULAR MEETING
MARCH 08, 2022**

The Winnemucca City Council met in regular session on Tuesday, March 08, 2022 at 2:00 p.m. in the City Hall meeting room; the meeting was also 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, City Attorney Kent Maher, Administrative Assistant Brandy Grimm, Police Chief Dave Garrison, Police Captain Mike Rangel, and Police Administrative Assistant Heather Elder; District Court Judge Michael Montero, Ashley Maden, Patrick Schommer (Schommer Construction), Dave Roden (Winnemucca Main Street), Jill Stepper (Winnemucca Main Street), Jane Studebaker (Winnemucca Main Street), Jan Morrison (Humboldt County Economic Development Officer); and, Winnemucca Volunteer Fire Department (WVFD) Chief Joe Dendary and WVFD members Ray Parks, Cory Case, Bodrie Schaffer, Antonio Mejia, Hal Phillips, Ben Burhans, Chris Dendary, Dustin Christean, Jake Maga, Micah Mendiola and Joe Gourley. Present (via teleconference): Beth Dunning (Nevada Rural Housing Authority).

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 February 15, 2022 regular City Council meeting were reviewed and Council member Owens moved for approval as submitted. Motion carried unanimously with Council member Mendiola abstaining because he was not present at the meeting.

WARRANTS-EXPENSES:

The reports for payments of warrants and expenses were reviewed and Council member Billingsley moved for approval as submitted. Motion carried unanimously.

PROCLAMATIONS-AWARDS-PRESENTATIONS:

Mayor Stone noted Robert Hoenck with the City water department is not present, but he will receive a five-year service award.

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.

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SIXTH JUDICIAL DISTRICT COURT REPORT

Michael Montero, Sixth Judicial District Court Judge, reported on the court activity during the last two years of coronavirus and explained the positive changes that have been made to the court system. They are working on an Assisted Outpatient Treatment (AOT) Program and have plans for juvenile transitional living at the detention center. National Drug Court Month is in May, and there will be a recognition event held on May 23.

No action was taken.

WINNEMUCCA MAIN STREET PROGRAM REPORT

Dave Roden, Jane Studebaker and Jill Stepper with Winnemucca Main Street stated downtown cleanliness is a priority, and they are looking into plans for cleanup and will be working with more business owners as well. Studebaker said she spoke with some business owners and their main concern is with street and sidewalk cleanliness in the mornings. They would also like to see sidewalks replaced as part of a beautification process.

City Manager Heiser stated that City crews already go through downtown to empty garbage cans and clean up the streets on weekend mornings. Heiser commented that some ARPA funds may be used for street and sidewalk repairs, but if that happens, it will be a few years away.

Mayor Stone stated that the program has city support and suggested they start fundraising efforts for the beautification aspects of downtown projects and get more businesses on board to help with the private property portions of downtown as it is the store owner-operator responsibility to keep store fronts clean and presentable for their customers.

No action was taken.

PUBLIC HEARING / ABANDONMENT PROPOSAL / AUTUMN HILLS DRIVE

City Attorney Maher explained that the request is to abandon the portion of the street situated between 4170 and 4171 Autumn Hills Drive, which only serves those two addresses. The street portion does not lead to anything beyond the two properties. A proposed resolution was submitted in the meeting packet and contains all the relevant details and findings.

City Manager Heiser stated Southwest Gas requested retention of their utility easement within the section of the street that is to be abandoned. City Attorney Maher stated easements for water, sewer and other utilities were reserved as set out in the proposed resolution.

Mayor Stone called for public comment. There was no comment.

Council member Owens moved to approve the request to abandon an approximate 120' feet in length portion of the street situated between 4170 and 4171 Autumn Hills Drive as presented. Motion carried unanimously.

CONNECTION FEE DEFERMENT REQUEST / PACKSADDLE ROAD

City Manager Heiser stated that Patrick Schommer with Schommer Construction requested connection fee deferments for seven (7) lots on Packsaddle Road planned for single and multi-family residential construction. The deferments help free up cash for the contractor so that

materials can be ordered in bulk to keep construction moving. The connection fees will be paid before final inspection of the properties.

Mayor Stone stated that city ordinances require that the connection fees are to be paid when the building permit is acquired. Stone also suggested if a deferment is done for one contractor, then the city should also allow it for other contractors.

Heiser explained the only up-front city expenses are the meters, valves and parts, and the owner and/or contractor pays for the meters as part of the building permit payment.

Jan Morrison with Humboldt Development Authority stated that the need for home construction is great and product prices increase almost daily. Morrison stated in the next couple months there are more housing projects that will be coming and requested a policy update or ordinance change for the deferment of the connection fees until inspection.

Council member Mendiola said he would like to see some form of down payment paid by the contractor up front rather than to defer the entire fee amount.

Council member Billingsley moved to grant a deferment of 75% of the cost of the water and sewer connection fees, until final inspection, for homes to be constructed on the seven lots located on Packsaddle Road as presented. Motion carried unanimously.

FIRE DEPARTMENT PERSONNEL / CERTIFICATION REQUESTS

Winnemucca Volunteer Fire Department (WVFD) Chief Dendary and WVFD member Parks presented a proposal to add four additional volunteer firefighters to the department and to pay for Fire Fighter I am training certifications for up to 10 firefighters. There are currently 26 volunteer firefighters with 16 currently certified, and the department wants the other 10 members to be certified.

WVFD member Phillips stated that there are national standards for Fire Fighter I certifications, and now a HAZMAT specific training is required.

Dendary stated the State Fire Marshall is willing to come to Winnemucca to do the HAZMAT and Fire Fighter I training for the 10 fireman that need it.

Council member Mendiola asked if there is anyone currently able to train in-house for the Fire Fighter I certifications. Parks stated there are three men that can do the Firefighter I trainings but not the HAZMAT.

City Manager Heiser stated additional turnouts and equipment will also be necessary, which will add to the budget costs. Heiser prefers the department designate the number of firefighters that they need, however, if they do not need all additional firefighters immediately, then they should gradually increase to the desired number. Heiser also stated she is in favor of the training for the Fire Fighter I status, but that they need to possibly incentivize the completion of the training with monetary compensation as it is a time-consuming process.

Council member Coats and Mayor Stone suggested they continue this discussion at the upcoming FY23 budget meetings due to the large budget impact the firefighter additions will make.

No action was taken.

FIRE DEPARTMENT COOPERATIVE AGREEMENT REQUEST / BLM

Fire Chief Dendary stated a five-year cooperative agreement is proposed that allows for cross-jurisdictional support between the Winnemucca Volunteer Fire Department and Bureau of Land Management. There is an existing cooperative fire protection agreement in place, and this is a continuation of the existing agreement for an additional five years.

Council member Owens moved to authorize approval of the five-year cooperative fire protection agreement between the Winnemucca Volunteer Fire Department and the Winnemucca District of the Bureau of Land Management and to authorize the mayor and fire chief to sign the agreement. Motion carried unanimously.

EASEMENT REQUEST / CITY PROPERTY / NEVADA RURAL HOUSING AUTHORITY

City Manager Heiser stated that Nevada Rural Housing Authority is doing an expansion, including installation of an elevator, at the Winnemucca Village senior living apartments, and additional power is needed for the improvements. The power pole is on city property at the southeast corner of the Senior Center and NV Energy will need an easement across the city property to bring adequate power to the project improvements.

Council member Owens moved to approve the request for an easement across city-owned property to facilitate a power line extension from a power pole located near the southeast corner of the Senior Center property abutting Lay Street to the Winnemucca Village Apartments on W. Minor Street. Motion carried unanimously.

FEDERAL PROCUREMENT POLICY UPDATE

City Manager Heiser stated that a requirement of federal grant funding is for the city to have a federal procurement policy. The 2018 city policy restated the Nevada Revised Statutes language that was in place at the time; however, in 2019, changes were made to the state law purchasing statutes for local governments and the policy language was not updated to match the statutory language. The proposed policy update will incorporate by reference the state purchasing law language, rather than restating the language, which will allow changes in the state law to be included in the policy without having to amend the policy.

Council member Coats moved to adopt the procurement policy as presented. Motion carried unanimously.

GRANT AWARD REQUEST

Police Chief Garrison stated that Administrative Assistant Elder has been working on obtaining a grant for a 3D scanner for the police department for about two years. The scanner can digitally map crime scenes to help with accuracy of the evidence gathered for cases and the use of the scanner will allow the police department to become more independent from using Washoe County crime lab services. Training costs for the program are covered by the grant funds.

Council member Coats moved to authorize the acceptance of a grant award from the Office of Justice Programs in the amount of \$75,748.95 for purchase of a 3D scanner and associated equipment and software as presented. Motion carried unanimously.

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EQUIPMENT PURCHASE REQUEST / POLICE DEPARTMENT

Police Captain Rangel stated that Monson Engineering provided the best and lowest quote for a Trimble 3D scanner and associated equipment (discussed above) along with the necessary software and training in the amount of \$74,331. Rangel also stated that after consideration, the Trimble unit was found to have more features and was easier to use by staff.

Council member Coats moved to authorize purchase of a Trimble 3D scanner and associated equipment, software and training from Monson Engineering in the amount of \$74,331 with funds received from the Office of Justice Programs grant. Motion carried unanimously.

SETTLEMENT AGREEMENT REQUEST / CIVIL ACTION

Council member Coats moved to approve the proposed settlement of the contested civil action as previously presented and to authorize the mayor to sign the settlement agreement. Motion carried unanimously.

AMERICAN RESCUE PLAN FUNDS

City Manager Heiser stated she received an update from the Treasury Department updating guidelines for the report that is due April 30, 2022.

No action was taken.

BODE HOWARD MEMORIAL POOL

City Manager Heiser stated that the second payment of ARPA funds of \$5.2 million is expected to be received soon which will allow for proper budgeting for the upcoming fiscal year.

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) no new updates at the Airport Industrial Park (AIP); 4) an AIP committee formed by HDA is marketing 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 being discussed; 6) the design of the Hardgrave Lane project is finished and will be put out to bid soon; 7) the Ada Vista Lane water-sewer infrastructure project is ready for construction; 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 Tank 1C interior painting project has been awarded to Resource Development Company and work began March 1, 2022 and is expected to be completed May 15, 2022; and, 10) Shaw Engineering completed the hydraulic model and design for blending of Well 6 for arsenic remediation and staff is reviewing the report.

Council member Owens: 1) mentioned there has been some recent tagging in town on private property and questioned if the city can contact the private property owners about cleaning the graffiti; 2) asked about the open parks/golf positions and suggested possibly doing more advertising for the open positions; 3) asked about NDOT Hanson Street improvements; and, 4) announced that he has filed to run for County Commission Seat E.

Council member Mendiola stated he will be attending the upcoming water authority meeting.

Mayor Stone announced Nevada Gold Mines is having their quarterly breakfast at the Boys and Girls Club on Thursday March 10 at 7:00 a.m.

PUBLIC COMMENT:

There were no comments.

Mayor Stone adjourned the meeting at 4:27 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: March 22, 2022

VOTE OF COUNCIL:

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

APPROVED:

ATTEST:

Richard Stone
Mayor

Ruth Fitzpatrick
City Clerk