

**CITY COUNCIL MINUTES  
REGULAR MEETING  
APRIL 5, 2016**

The Winnemucca City Council met in regular session on Tuesday, April 5, 2016 at 2:00 p.m. in the City Hall meeting room. Present: Mayor Di An Putnam, Councilmen Theresa Mavity, Ken Tipton, Jim Billingsley and Paige Brooks. Absent: Councilman Mike Owens. Staff present: City Manager Steve West and City Clerk Lorrie Haaglund. Staff absent: City Attorney Kent Maher.

**CALL TO ORDER:**

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

**APPROVAL OF MINUTES:**

The March 22, 2016 special-regular City Council meeting minutes were reviewed and Councilman Brooks moved for approval as presented. Motion carried unanimously.

**APPROVAL OF WARRANTS:**

The warrants were reviewed and Councilman Mavity moved for approval as submitted. Motion carried unanimously.

**PROCLAMATIONS / EMPLOYEE AWARDS:**

Mayor Putnam presented proclamations as follows: 1) July 28, 2016 - Edna Purviance Day; 2) April 5, 2016 - Mayors Day of Recognition for National Service; 3) April 10-16, 2016 - National Crime Victim's Rights Week; 4) April 27, 2016 - Denim Day; and, 5) April 2016 – Child Abuse Prevention Month. Putnam urged citizens to thank community volunteers, and thanked Stephanie Johnson, Winnemucca Domestic Violence Services representative, for their effort to help educate and prevent domestic violence on all levels including abuse of children.

**PUBLIC / PERSONAL COMMUNICATION / CORRESPONDENCE:**

There was no public or personal communication or correspondence.

**DISCUSSION / ACTION ON ITEMS OF BUSINESS & OTHER REPORTS:**

**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 Councilman Billingsley 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.

**STREET CLOSURE REQUEST / BAUD STREET / HUMBOLDT COUNTY LIBRARY**

Cindy O, Humboldt County Librarian, requested closure of Baud Street from Fifth Street to the Winnemucca Rural Firehouse for the opening ceremonies of the Humboldt County Library Summer Reading Program from 8:00 a.m. to 2:00 p.m. on Friday June 17, 2016, which include

a pancake breakfast, games, crafts, and registration for the summer reading program. Other agencies from the community will have booths for both adults and children. Councilman Mavity moved to approve the Humboldt County Library request to close Baud Street from the Library driveway to Fifth Street for the opening ceremonies of the Summer Reading Program on Friday June 17, 2016 from 8:00 a.m. to 2:00 p.m. Motion carried unanimously.

### **HUMBOLDT COUNTY LIBRARY STRATEGIC PLAN INPUT**

Cindy O, Humboldt County Librarian, reported on changes coming to the library and what the community can expect and asked for input from the Mayor and Council. O said they will be implementing a new policy on how to get a library card and who qualifies for a library card. The library will be working on obtaining new material and putting new material on the shelves. The staff will offer instruction on the proper use of computers and internet resources. There will be more consistency with the collection of fines and fees without alienating the public. They will be implementing an "Exercise for Fines" program and partnering with a local gym where there will be designated days where library patrons can go to the gym and exercise for free. For every 15 minutes of exercise completed, \$1 will be removed from a fine. The program will tie into the theme of the Summer Reading Program which is "Sports, Health and Wellness." Beginning in May, the library will be open from 9:00 a.m. until 8:00 p.m. on their late night days and from 9:00 a.m. until 6:00 p.m. on other weekdays; Saturday hours will be from 10:00 a.m. until 4:00 p.m. There will be more programs offered for teens and adults, including technology programs and twice a month instruction on e-readers and e-books. Customers will be able to learn about social media, creating files and folders, etc. The webpage is currently under construction and most information is now sent out via Facebook. O asked for feedback regarding their strategic goals and objectives on the form provided in the meeting packet. The Mayor and Council thanked O for the update. No action was taken.

### **CITY STREETS-VESCO PARK USE REQUEST / "COLOR THE MUCC" EVENT / CHAMBER OF COMMERCE-HUMBOLDT GENERAL HOSPITAL**

Debbie Stone, Humboldt County Chamber of Commerce, Stephanie Johnson, Winnemucca Domestic Violence Services, and Louis Mendiola, Humboldt General Hospital, requested the use of various City streets and Vesco Park for the "Color The Mucc" running event on Saturday April 23, 2016 from 10:00 a.m. to 2:00 p.m. Mendiola stated the event has been moved from September to April so that HGH and the Chamber could partner with the Winnemucca Domestic Violence for their "Party in the Park" event. Mendiola stated they will be using the same route as in the past and that they will have crossing guards staged at the busiest intersections for traffic control if necessary. Mendiola will provide Chief Silva with a map of the route prior to the event. Stone commented that the paint is colored corn powder and is swept off the street with the street sweeper on the following Monday. Councilman Brooks moved to approve the request to use various city streets and Vesco City Park, including closing off the parking lot, on Saturday April 23, 2016 from 10:00 a.m. to 2:00 p.m. for the "Color The Mucc" running event. Motion carried unanimously.

### **GOLF COURSE FEE WAIVER REQUEST / ROTARY CLUB GOLF TOURNAMENT**

Walt "Bud" Vetter and Tom Klein, Rotary Club representatives, requested a waiver of the golf course fees for the annual Rotary Club Golf Tournament to be held April 30-May 1, 2016. Vetter stated this is the main fundraiser for the Rotary Club scholarship program. Klein

commented that the Rotary Club also sponsors two Junior High School students to attend a weekend Rotary Club camp, and two high school juniors to a weeklong camp where they learn leadership skills and ways to work with their peers. The Rotary Club has just started a program called "Baby's First Book" where they provide a book of poems to all newborns at Humboldt General Hospital. At Kindergarten screening Rotary provides every incoming student a literacy packet and parents are instructed by teachers on how to use the packet to encourage literacy and reading before they begin school. The long term goal of the literacy packet is to improve graduation rates. Klein stated that 100% of the money raised is used locally. Mayor Putnam stated that one of the prerequisites to waive the golf course fees is that the tournament has to benefit the community and the Rotary Club has definitely demonstrated this. Councilman Brooks moved to approve the Rotary Club request for a golf tournament April 30-May 1, 2016 and to waive the fees. Motion carried unanimously.

### **SPORTS COMPLEX-CEMETERY AREA PROPERTY USE REQUEST / COMMUNICATION TOWER SITE / HUMBOLDT COUNTY**

Dave Mendiola, Humboldt County Administrator, and Ric Grantham, Humboldt County Communications Department, requested to use a piece of City property located near the Sports Complex to install a communication tower. Grantham said they are installing communication sites at Winnemucca Mountain, the Dispatch Center, the Sports Complex and in the Rose Creek area in order to upgrade the public safety communication system. The sites will help boost radio reception. The proposed City property tower will allow greater penetration into buildings throughout Winnemucca for handheld portable radios. Mayor Putnam asked if they anticipate a down time for this. Grantham said during the transition to the new channels, they will be reprogramming the mobiles and portables and rerouting them with no down time anticipated. Putnam asked if this system will be able to be maintained for a long time with the mobiles and portables as they seem to change all the time. Grantham answered yes and that they are no longer locked into one radio manufacturer. City Manager West commented the area is planned for future cemetery expansion and a tower will reduce the usable area. Staff is supportive of the request, but suggested that the area used for the tower be as small as possible to maximize the ability to use the rest of the property for cemetery purposes. Grantham explained that the simulcast system relies on specific spacing between tower sites and possibly the proposed tower site could be at another location in the same area. Grantham said he will contact the engineers to determine how far the tower can be placed from the proposed site. Councilman Tipton moved to approve the use of city property for a communications tower site, with staff determining the best location for the tower. Motion carried unanimously.

### **PROFESSIONAL SERVICE AGREEMENTS / 2016 WASTEWATER TREATMENT PLANT**

City Manager West said Lisa Freestone from Carollo Engineers and Tom Gallagher from Summit Engineering were present and that their respective companies have submitted proposals for professional services. West explained there are five functions and proposals to be considered in order to have professional construction services in place, including: 1) project management - \$172,000; 2) construction administration - \$392,000; and, 3) project close out - \$210,000 (all these proposals are included in Carollo Engineers proposal). West said that when considering professional services proposals, the City must consider the professional qualifications and experience levels of the consultants prior to considering price. West stated two proposals were received for the resident inspector; one from Carollo Engineers for

\$420,000, and one from Vali Cooper for approximately \$417,900. West commented there are some benefits to having a third party resident inspector, but there is also a benefit to keeping everything together with a single inspector. Staff submits that each of the firms can be considered equal in qualifications and experience, but staff recommends accepting the proposal from Carollo Engineers to do the resident inspection. Two proposals were received for the construction material testing services; one from Summit Engineering for \$173,000 which has a detailed breakdown for the inspection cost, and one from Pezonilla for approximately \$240,000 which is calculated on a dollars-per-week basis and doesn't have a detailed breakdown of costs. West stated that Summit Engineering is currently doing construction testing in Winnemucca and will be doing ongoing construction testing for the Hospital project so they already have people here. Staff recommends the Summit Engineering proposal. If the Council agrees with the recommendations, the total professional service contracts to award will be \$1.367M. Councilman Tipton moved to accept staff recommendations for the five separate professional services proposals from Carollo Engineering and Summit Engineering as explained. Motion carried unanimously.

### **STAFF-COUNCIL REPORTS**

City Manager West reported there was a delay in publishing of the NORA (Notice of Realty Action) in the Federal Register for the waste water treatment plant project. There is a 45-day public comment period from the date of publication which means it will be mid-May or late May before construction can begin on the project. The contractor is ready to go as soon as the City receives the go ahead.

Councilman Mavity will attend the landfill committee meeting this month and the Earth Day celebration on April 20, 2016.

Councilman Tipton attended a luncheon with the Mayor, City Manager and Congressman Amodei. Tipton attended the HDA meeting and will attend the Paradise Sonoma Conservation District meeting.

Councilman Billingsley attended the WCVA meeting. Billingsley reported the covered arena at the Events Center has been damaged by the wind and is probably not repairable. The staff will be looking into options to replace the structure.

Councilman Brooks said she has received a lot of calls concerning the homeless encampments and associated trash near the river.

Mayor Putnam reported she had lunch last Friday with NV Energy representatives who discussed the future plans to close down coal fired plants. Putnam will attend the "Pinwheel Planting" ceremony for Child Abuse Prevention Month on April 8, 2016. Putnam reported that Congressman Amodei is very involved with the I-11 corridor project which will probably be coming through northern Nevada. Putnam commented that the Rotary Club contacted her regarding their clean up day and the possibility of cleaning the slope behind the columbarium at the Cemetery.

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