

**CITY COUNCIL MINUTES
REGULAR MEETING
June 7, 2016**

The Winnemucca City Council met in regular session on Tuesday, June 7, 2016 at 2:00 p.m. in the City Hall meeting room. Present: Mayor Di An Putnam, Councilmen Mike Owens, Theresa Mavity, Ken Tipton, Jim Billingsley and Paige Brooks. Staff present: City Attorney Kent Maher, City Manager Steve West and City Clerk Lorrie Haaglund.

CALL TO ORDER:

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

PUBLIC COMMENT - PERSONAL COMMUNICATION - CORRESPONDENCE:

There was no public comment or personal communication or correspondence.

MINUTES:

The May 16, 2016 joint City Council-County Commission meeting minutes were reviewed and Councilman Owens moved for approval as presented. Councilman Tipton and Councilman Mavity abstained from voting as they were not present at the May 16, 2016 meeting. Motion carried unanimously.

The May 24, 2016 regular City Council meeting minutes were reviewed and Councilman Mavity moved for approval as presented. Motion carried unanimously.

WARRANTS:

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

PROCLAMATIONS - AWARDS:

Mayor Putnam presented Administrative Assistant Heather Elder with a five year service award and commended her service to the Winnemucca Police Department.

BUSINESS ITEMS - 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 Owens 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.

REGIONAL PLANNING COMMISSION REAPPOINTMENT / LEGARZA

A letter was received from Jennifer Legarza requesting reappointment to the Regional Planning Commission for a four year term (July 1, 2016 thru June 30, 2020). Mayor Putnam said Legarza is her choice for appointment, as she has done an excellent job on the RPC and pays close attention to what is going on in the community. Councilman Tipton moved to confirm the reappointment of Jennifer Legarza to the Regional Planning Commission for a four year term beginning July 1, 2016 and ending June 30, 2020. Motion carried unanimously.

MELARKEY STREET CLOSURE / NORTHERN NEVADA RACING ASSOCIATION

Mike and Mary Lynn Kenner, representing the Northern Nevada Racing Association, requested closure of Melarkey Street between Winnemucca Blvd. and Fourth Street on Friday September 23, 2016 from 5:30 p.m. to 11:00 p.m. for their annual car show kickoff event. The car show is co-sponsored with the Winners Inn & Casino and the majority of the cars will be in the Winners' parking lot. Councilman Brooks moved to approve the closure of Melarkey Street between Fourth Street and Winnemucca Blvd. on Friday September 23, 2016 from 5:30 p.m. to 11:00 p.m. for the Northern Nevada Racing Association annual car show kickoff event. Motion carried unanimously.

RIVERVIEW PARK USE / WINNEMUCCA FARMERS MARKET

Mindi Leflar, representing the Winnemucca Farmers Market, requested to use Riverview Park each Saturday beginning on June 18, 2016 and ending on September 24, 2016 between the hours of 8:30 a.m. and 3:00 p.m. for the Winnemucca Farmers Market venue. Leflar said Riverview Park provides adequate parking and it is safe for the kids to play while their parents shop. Councilman Brooks moved to approve the use of Riverview Park for the Winnemucca Farmers Market every Saturday from June 18, 2016 through September 24, 2016 between the hours of 8:30 a.m. and 3:00 p.m. Motion carried unanimously.

NEVADA PUBLIC AGENCY INSURANCE POOL (NPAIP) INSURANCE RENEWAL

Marianne Dente and Scott Rottman, representing A & H Insurance, and Doug Smith, representing NPAIP, presented the fiscal year 2016-2017 policy renewal proposals for the liability insurance program and the workers compensation insurance program. Dente stated there has been no change in the \$1,000 maintenance deductible. The changes this year include the flood insurance, which increased from \$10M to \$25M per event loss, and equipment breakdown increased from \$60M to \$100M per loss. Smith stated the pollution liability coverage is new this year; the combined single limit liability is \$10M with the member annual aggregate of \$10M, which includes auto liability, general liability, personal injury liability, employment practices liability, law enforcement liability and wrongful acts liability. The cyber security event liability limit is \$2M. Environmental liability coverage is \$2M limit for each incident. Dente said the rates overall for POOL members remained flat over the expiring year with premium changes resulting from the entities' increased exposure. The rates overall for PACT went down by approximately 5% over the expiring year but there was an approximate increase in the renewal premium of 3.3% to cover heart and lung liability. The total property value increased by 2.7% and the payroll increased by approximately 3.7%. The FY 2016/2017 total premium cost is \$131,030.06. The Fireman's accident policy annual premium is \$5,389.00. The Winnemucca Municipal Airport annual premium is \$2,925.00. City Manager West said it has been exciting to work with the POOL/PACT Executive Committee over the years to increase the membership benefits, services and coverage, all with lower premiums than there were 10 years ago. West commended the dedication of the POOL/PACT staff and the insurance agents. Mayor Putnam said the POOL has also regularly brought together municipalities to discuss and address relevant issues. Councilman Tipton moved to accept the policies and premiums as presented and to authorize payment from the FY 2016/2017 budget. Motion carried unanimously.

STAFF SERVICES AGREEMENT / HUMBOLDT DEVELOPMENT AUTHORITY

Bill Sims, Business and Economic Development Specialist, explained this is the annual contract renewal proposal with SBDC/UNR for professional services provided to the Humboldt

Development Authority (HDA). The dates, values, and scope of work are updated to reflect the agreement reached with the Nevada Small Business Development Center. The contract amount is \$107,097.33. The City of Winnemucca and Humboldt County each contribute \$15,000, GOED contributes \$50,000 and the remaining amount comes from the Humboldt Development Authority ending fund balance. Sims said Humboldt County approved the agreement contingent on additional language in Section VIII regarding the liability limitations. City Manager West explained the State is reducing the amount of funds they contribute and this will have an impact in the future to the ending balance of the HDA. Sims said 15 years ago the University paid 80% of the director salary; now the Development Authority is paying 80% and the Small Business Development is paying 20%. The budget has gone from \$25,000 in the early days to \$107,000 this year and the overall budget for next year is \$157,000. If the entire budget is used, \$100,000 will come from the HDA ending fund balance. UNR's contribution this year is \$27,943.40. West said this is something to be concerned about because the ending fund balance will continue to be depleted; if the service is to be continued, it's going to eventually require the City and County to increase contributions substantially. Councilman Tipton moved to approve the annual agreement providing staff services for the Humboldt Development Authority as presented and to authorize the Mayor to sign the agreement. Motion carried unanimously.

STRIPING SERVICES FY 2016/2017 INTERLOCAL AGREEMENT / NDOT

City Manager West stated this the standard agreement used in the past with NDOT to provide street striping services. NDOT bills each time they stripe on an hourly basis for labor and equipment used. The City provides the materials. West said currently only collector streets are striped, and most of the parking lane striping has been eliminated. The cost of the agreement is an amount up to \$17,500 per year and the term of the agreement is through December 2018. Councilman Mavity moved to approve the interlocal agreement between the City and NDOT to provide striping services not to exceed \$17,500 per year. Motion carried unanimously.

NV ENERGY UNDERGROUND UTILITY EASEMENT / MUNICIPAL AIRPORT

City Manager West explained Google is expanding their operation at the airport and part of their project includes the lowering of the existing overhead power lines which cross the property they intend to use near the Airport Road entrance to the airport. In order to lower the overhead power lines, NV Energy requires the proposed easement. West felt that the lowering of the power lines will greatly benefit the City because it will not only improve the airport entrance appearance, but it will also add capacity for future power users at the industrial park. Google is paying all of the associated costs of the project. Councilman Brooks moved to approve the grant of easement to NV Energy for relocation of the overhead power lines to be underground as presented. Motion carried unanimously.

WELL-WATER RIGHTS PURCHASE PROPOSAL / SHEPPARD

Mayor Putnam explained that T.G. Sheppard has offered to sell the City a well near Hanson Street along with a total of 27.67 acre-feet annually of water rights for \$100,000. The City will need to remove the existing pump and inspect the condition of the well casing and screens. If they are in good shape, the well will need to be cleaned. This work can be performed by Humboldt Drilling for approximately \$12,000. Putnam suggested making an offer to Sheppard for \$88,000 (the sale price minus the \$12,000 cost of cleaning/inspection) subject to verifying that the well is found to be in good condition. The location of the well (very close to the City lower zone tanks) is very beneficial to the City water system and it appears that the well could produce about 800 gpm. The market value of the water rights total about \$27,000 (at \$1,000 per

acre foot). City Manager West reviewed a cost summary he prepared comparing the Sheppard well offer to the costs of a new equivalent well, which will cost approximately \$120,000 to drill. The cost to install a municipal well pump into the existing well casing (or other new well) will be an additional \$40,000. West said if the Council decides to consider the offer, the following conditions are recommended: 1) the well casing and screens must be found to be in good municipal-well condition; 2) a 50' x 50' well building site easement is to be included; and, 3) a ten feet wide water line easement is to be included from the well site to the Hanson Street right-of-way. Staff recommends the City proceed with the \$12,000 testing and cleaning of well and if it proves to be in good condition for a municipal well present a conditional offer of \$88,000 to Sheppard. Councilman Billingsley moved to approve the conditional offer of \$88,000 to Sheppard to include the stipulations: 1) the well casing and screens must be found to be in good municipal-well condition; 2) a 50' x 50' well building site easement is to be included and 3) a ten feet wide water line easement is to be included from the well site to the Hanson Street right-of-way. Motion carried unanimously.

RECREATION FACILITIES-POOLS FY 2016/2017 MANAGEMENT AGREEMENT / BOYS & GIRLS CLUB

City Manager West reminded that last year the City entered into a management agreement with the Winnemucca Boys & Girls Club (WBGC) for the operation of the pools and recreation department, with the City paying the maintenance costs on the buildings. In the City budget hearing, the need for an additional personnel position to help manage the burden of the pools was discussed. The Council agreed then to increase the pool budget next year by \$26,000 to cover the cost of a WBGC part time employee who will also be used regularly for maintenance on other City facilities. The total City commitment will be \$135,000, which is up from the \$109,000 in last year's budget. Councilman Owens moved to authorize the City Attorney to prepare the Winnemucca Boys & Girls Club Management Services Agreement for FY 2016/2017 with the terms as presented. Motion carried unanimously.

2016 STREET-ALLEY RECONSTRUCTION PROJECT BID-CONTRACT AWARD

Mayor Putnam reported the City received a single bid from Hunewill Construction Company for the street-alley reconstruction project in the amount of \$149,873.80, which came in under the engineer's estimate of \$171,000. This is a budgeted capital improvement fund project. Councilman Brooks moved to accept the Hunewill Construction Company bid for the street-alley reconstruction project in the amount of \$149,873.80. Motion carried unanimously.

STAFF-COUNCIL REPORTS

City Manager West reported that the utility easement encroachment letters were mailed out and about 30 responses have been received. Public Works Director Sutton has done a great job explaining to property owners the importance of clearing the easements. Parks Supervisor Frank Maestresjuan announced his resignation effective at the end of the month and he will be recognized at the next Council meeting. Sean Nye, cemetery maintenance worker, submitted a letter of resignation effective June 17, 2016. Public works will need to add more temps to get through the staff shortage period until the positions are filled. Negotiations with the law enforcement and regular employee associations are going well. The last BLM land transfer comment period for the wastewater treatment plant project property ends June 10, 2016. If everything goes as planned, the City should have ownership of the land by the end of June.

Councilman Owens reported the negotiations today with the police department employee association went well, and there is another meeting with the regular employees on Thursday.

Councilman Billingsley commented that the Winnemucca cemetery looked nice for the Memorial Day events. The WCVA installed a \$100,000 audio/visual system in the West Hall of the Convention Center and it will be used during the Basque Festival next weekend.

Mayor Putnam met with Nevada Lithium and reported they have merged with Western Lithium. Putnam represented the City in the Memorial Day events and said they went very well.

PUBLIC COMMENT - PERSONAL COMMUNICATION - CORRESPONDENCE:

There was no public or personal communication or correspondence.

The meeting was adjourned at 3:38 p.m.

Respectfully submitted,

Lorrie Haaglund
City Clerk

PASSED AND ADOPTED: June 21, 2016

VOTE OF COUNCIL:

AYES:	Councilmen	<u>Owens, Tipton, Billingsley, Brooks</u>
NAYS:	Councilmen	_____
NOT VOTING:	Councilman	_____
ABSENT:	Councilman	<u>Mavity</u>

APPROVED:

ATTEST:

Di An Putnam
Mayor

Lorrie Haaglund
City Clerk