

**CITY COUNCIL MINUTES  
REGULAR MEETING  
AUGUST 9, 2016**

The Winnemucca City Council met in regular session on Tuesday, August 9, 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. Absent: Councilman Jim Billingsley. Staff present: City Attorney Kent Maher, City Manager Steve West and City Clerk Lorrie Haaglund.

**CALL TO ORDER:**

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

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

Mayor Putnam introduced Martin Paris, Rural Field Representative for Congressman Amodei, who was instrumental in resolving some of the BLM issues with procuring the Jungo land for the wastewater treatment plant. Putnam said the City appreciates Paris and Congressman Amodei for their continued support to the City.

**MINUTES:**

The July 12, 2016 regular City Council meeting minutes were reviewed and Councilman Brooks moved for approval as presented. Councilman Mavity abstained as she was absent from the July 12, 2016 meeting. Motion carried unanimously.

**WARRANTS:**

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

**PROCLAMATIONS - AWARDS:**

Mayor Putnam recognized Bonefacio Jacinto, Fernando Vega, Rafael Mendoza, Ken Howard, and Roy Barnes for an exceptional job done in replacing the water meters for the new remote-read system. Putnam said the water department crew doing the work in-house saved the City about \$1M dollars and what was planned to be a four year process was completed in just two years. Roger Sutton, Public Works Supervisor, said he was very proud of the crew, as they took on a huge task and saved the City money in the process.

**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 Tipton 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.

### **REQUEST TO HOLD SWAP MEETS AT COMMUNITY GARDEN**

Heeth Lewotsky, Winnemucca Community Garden Executive Director, requested authorization to hold bi-monthly swap meets at the Community Garden every other Sunday from 10 a.m. to 2 p.m. The event will host local business booths, job hiring agencies, local radio, newspaper and media organizations, licensed local produce vendors, Community Garden plot holders, artists, local social organizations, youth sports, licensed catering or food service booths, and anyone who wants to reach out to the public. There will also be a children's section with games or events. There will be no fees charged in 2016 and there may be a nominal fee for 2017; all proceeds and revenue will go directly to expanding public resources and events at the Community Garden. Councilman Brooks moved to approve the Winnemucca Community Garden bi-monthly swap meets as requested. Motion carried unanimously.

### **REQUEST TO USE CITY STREETS FOR ANNUAL JOSHUA ROSE MEMORIAL WALK**

Andree Rose requested the use of various City streets for the annual Joshua Rose Memorial Walk scheduled for Saturday August 13, 2016. The walk will begin at 6:30 p.m. and end by 7:30 p.m. The route for the walk will be the same as last year. Rose contacted NDOT for permission to use the East Winnemucca Blvd NDOT right-of-way. All proceeds will go to the Joshua Rose Memorial Scholarship established for Lowry High School graduates. The cost of registration is \$20 per participant. Councilman Tipton moved to approve the request to hold the third annual Do-It-For-Josh Scholarship Walk as presented. Motion carried unanimously.

### **REQUEST TO SUPPORT GRAZING EXTENSION / WILDFIRE PROTECTION PROGRAM**

Beth Thompson, Thompson Livestock, requested a letter of support from the City to the BLM to allow Thompson Livestock to extend the cattle grazing schedule on their allotments located around the City. BLM requires the cattle to be moved to other allotments beginning August 10. Thompson indicated that there is still a substantial amount of feed remaining near the City limits and it will be beneficial to allow cattle grazing for an additional time to reduce the threat of wildfire. Range land consultants suggest a letter of support from the City and County may be persuasive with the BLM. Thompson spoke to two County Commissioners, and they are supportive. Councilman Tipton said there is still a lot of available grass, and with the history of fires close to the City limits it's a good idea. Councilman Brooks agrees a letter of support is important. Councilman Owens moved to authorize the City to write a letter of support for extending the BLM grazing schedule for wildfire protection. Motion carried unanimously.

### **REQUEST TO DESIGNATE REINHART STREET AS ONE-WAY / SCHOOL DISTRICT**

Dr. Dave Jensen, Humboldt County School Superintendent, said the School District recognizes there is a traffic safety issue on Reinhart Street adjacent to the Junior High School, and has discussed the matter with Chief Silva and Deputy Chief Dalley. Currently, parents access Reinhart in two directions, and they stop in the roadway to let children out which results in children moving in and out of traffic. Jensen proposes to make Reinhart a one-way street to make it safer for students by allowing vehicle exiting without crossing traffic. A change will eliminate 10-15 parking spots, and Jensen said the District will work with the adjacent property owners to potentially identify designated parking spots for them. Councilman Owens moved to approve Reinhart as a one-way street between Railroad Street and Fourth Street as requested by the School District. Motion carried unanimously.

City Manager West reported the street slurry maintenance schedule for Reinhart was moved ahead so it can be restriped, and the School District will pay for all the required signage.

**REZONE APPLICATION / R-1-6 MHC (SINGLE FAMILY RESIDENTIAL 6,000 SQUARE FOOT MINIMUM LOT SIZE WITH A MANUFACTURED HOME OVERLAY) TO MHP (MOBILE HOME PARK) / 4395 GRASS VALLEY ROAD**

Betty Lawrence, Planning Department, presented a rezone application submitted by Doug Miller, Manager of Miller Enterprises, to change the R-1-6 MHC zoning (Single Family Residential 6,000 square foot minimum lot size with a Manufactured Home Overlay) to MHP (Mobile Home Park) for property located at 4395 Grass Valley Road. Mayor Putnam called for public comment. There was no public comment. Councilman Mavity moved to approve the rezone application at 4395 Grass Valley Road from R-1-6 MHC (Single Family Residential 6,000 square foot minimum lot size with a Manufactured Home Overlay) to MHP (Mobile Home Park). Motion carried unanimously.

**HUMBOLDT DEVELOPMENT AUTHORITY (HDA) AGREEMENT / NEVADA SMALL BUSINESS DEVELOPMENT CENTER (NSBDC) SERVICES FOR FY 2016-17**

City Attorney Maher explained that some minor revisions were made (at the request of the Humboldt County) to the previously approved Nevada Small Business Development Center professional services agreement between UNR, Humboldt County, the City and HDA. Maher reviewed the proposed revisions and recommends approval of the agreement as modified. Councilman Owens moved to approve the revised agreement between Humboldt Development Authority (HDA), the University of Nevada Board of Regents, Humboldt County and the City of Winnemucca as explained. Motion carried unanimously.

**SHORT TERM SEWER FUND LOAN / WASTEWATER TREATMENT PLANT PROJECT**

City Attorney Maher explained that the City is required to expend its \$8M project commitment for the new wastewater treatment plant prior to utilizing USDA loan or grant funding, and the USDA loan is funded only after project expenses are incurred. Rather than the City obtaining a short term financing bond (and incurring additional costs) for a commercial lending institution loan, the City staff, with USDA approval, proposes to use for a short time existing City funds from other areas of the budget, that is, the Capital Improvement Fund and the General Fund, to pay the construction costs which will then be repaid from USDA loan funds. The USDA will be issuing two loans of approximately \$9M each. It is anticipated there will be need for \$5M inter-fund loans from both the Capital Improvement Fund and the General Fund at two different times during the project construction. State law requires governing body approval by resolution and notice to the Department of Taxation of short term inter-fund transfers. The inter-fund loans must be paid back within a twelve month period; City Manager West said that should not be a problem based upon the projected expenditure schedule. Councilman Tipton moved to approve a resolution authorizing inter-fund loan loans to the Sewer Fund, with two loans not to exceed \$5M each from the Capital Improvement Fund and two loans not to exceed \$5M each from the General Fund, as needed for the Wastewater Treatment Plant Project construction costs. Motion carried unanimously.

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## **DEBT MANAGEMENT-CAPITAL IMPROVEMENT PLAN APPROVAL**

Mayor Putnam presented the updated Debt Management Plan and the Five-Year Capital Improvement Plan as prepared by the City Treasurer. City Manager West said the statement includes this year's budgeted capital expenditures, and the other four years of projected capital expenditures are only non-binding estimates. The assessment district debts are closed out and the City is currently debt free. Mayor Putnam commended the City department heads for being very astute about spending from their departments. Councilman Owens moved to adopt as presented the statement of current general obligation and special elective taxes, report of current debt and special assessments and retirement schedules, statement of general debt and special elective taxes to be submitted to the debt management commission during next fiscal year, written statement of debt management policy, plan for capital improvements for ensuing five fiscal years and information regarding chief financial officer pursuant to NRS 350.013. Motion carried unanimously.

## **STREET CRACK-FILL MACHINE PURCHASE**

City Manager West recommended acceptance of the quote from the National Joint Powers Alliance (NJPA) to supply a new asphalt street crack-fill machine in the amount of \$50,826. West explained that the NJPA is a municipal contracting agency for public entity members that solicits and vets competitive bids annually from prospective suppliers which allows the participating members to procure goods and equipment and satisfy state law bidding requirements for purchasing. The equipment purchase was included in the FY 16/17 budget. Councilman Brooks moved to approve the purchase of the crack-fill machine in the amount of \$50,826 as presented and explained. Motion carried unanimously.

## **BLM DISPATCH CENTER HVAC REPLACEMENT PROJECT**

Mayor Putnam explained the BLM Dispatch Center building is owned by the City and leased to the BLM. The City is responsible for the maintenance of the building. City Manager West commented that there have been problems with the HVAC system for several years; it's time to do something about it. West said the HVAC replacement was not included in this year's budget, but does not want to wait until next year's budget to include it because it will be well into the summer months again before repair or replacement is possible. City Attorney Maher reminded that the Airport ASOS equipment, which must be kept below a certain temperature, is housed in the dispatch center building and the City has a contractual obligation to ensure the equipment is properly cooled. Councilman Tipton moved to approve the HVAC replacement at the BLM Dispatch center in the amount of \$14,545 as presented. Motion carried unanimously.

## **HANSON STREET WELL-WATER RIGHTS PURCHASE OFFER / SHEPPARD**

City Manager West said the City consulting hydrologist for Well #8 recommended a full casing survey and pump test on the Sheppard well prior to moving forward with the purchase. The quote to perform the full inspection, cleaning and test pumping from Hydro Resources is \$22,788. With the additional upfront costs, it is a tougher decision whether to proceed or not with the purchase when the cost for a new well is estimated at \$120,000. West suggested reducing the purchase offer sum. John Milton, representing Sheppard, commented that there has been very little use of the well. West noted the water rights alone are worth about \$30-35K and the question is if the additional \$23,000 for the inspection of the well is worth the risk to the City, as the well is 35+ years old. Councilman Brooks felt that, considering the age of the well,

perhaps the \$100,000 offer is too much. The other Council members agreed. West stated that the \$23,000 for inspection, \$30,000 value of the water rights and \$40,000 to install a pump will total \$93,000, which is close to the \$120,000 cost for a new well with water rights. Councilman Owens moved to offer to split the \$23,000 inspection fees with the owner and, provided that well is in an acceptable condition, offer \$88,000 for the purchase of the Sheppard well and water rights. Motion carried unanimously.

## **STAFF-COUNCIL REPORTS**

City Manager West reported the City street chip seal work has been completed. Due the lower than anticipated unit prices, staff will issue a change order on the project to include micro-seals for the Police station, Fire station and the Animal Control building parking lots, as well as for Reinhart Street in front of the Junior High. The change order is approximately \$41,000. West reminded that this is a RTC gas tax funded project. The micro-seal work is scheduled for next week. The grading work on the wastewater treatment plant is on schedule and some of the concrete forms are being placed. Work has begun on the well at the wastewater treatment plant.

Councilman Owens commented that he had been to the wastewater treatment plant and it is impressive.

Councilman Mavity attended the July Landfill Committee meeting, the Boys and Girls Club fundraising event and the Superior Livestock BBQ.

Councilman Tipton attended the Superior Livestock Auction and BBQ and said this is a good event for the community.

Councilman Brooks attended the Larios Arms Phase II Grand Opening event, the Superior Livestock BBQ and their craft show, the art show at the library, and the memorial service for the BLM firefighters. The ramps at the Humboldt County Shooting Range have been completed. Brooks said she received complaints from the public regarding RV's parked on City streets, unclean restrooms at the Bode Howard indoor pool and the reduced hours of the Sage Heights outdoor pool.

Chad Peters, Executive Director of the Winnemucca Boys & Girls Club (WBGC), reported on the recreation department. The last two nights of the adult league softball will be played this week. The outdoor pool use has actually increased since the pool hours were reduced, due to having more private parties on Friday, Saturday and Sunday. Use of the pool was donated to the BLM for their party. Day Camp had double the kids this year averaging 25 kids a day. The Little League season is finished. The Public Works parks crew appreciated the WBGC taking on the field prep. Peters thanked the Public Works crew for helping move fencing, mowing grass and making sure the water was turned off for the WBGC fund raising event. On August 25 from 6-8 p.m., the WBGC will hold an open house for the City Council, the County Commission, the WCVA, the Hospital Board, Core Construction, S & H Architects, Mike Worm and the Reno Boys & Girls Club board members. Peters said they will have a white beam for all to sign, which will be placed in the gym as a memorial for this project. Peters commented this is not the end but just the beginning of getting the 43-acre complex built.

Mayor Putnam commented she participated in a meeting with Connie Brinkerhoff, AYSO, WBGC Director Peters and City Manager West. AYSO has 680 kids signed up for soccer and they will begin using the new soccer fields on September 10. Putnam thanked Councilman

