

**CITY COUNCIL MINUTES  
REGULAR MEETING  
OCTOBER 24, 2017**

The Winnemucca City Council met in regular session on Tuesday, October 24, 2017 at 2:00 p.m. in the City Hall meeting room. Present: Mayor Di An Putnam, Councilmen Mike Owens, Theresa Mavity, Vince Mendiola, Jim Billingsley and Paige Brooks. Staff present: City Attorney Kent Maher, Assistant City Engineer Alicia Heiser 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 were no public comments.

**MINUTES:**

The August 7, 2017 joint City Council-Humboldt County Commission meeting minutes were reviewed and Councilman Mavity moved for approval as submitted. Motion carried unanimously.

The October 3, 2017 regular City Council meeting minutes were reviewed and Council Owens moved for approval as submitted. Motion carried unanimously.

**WARRANTS:**

The warrants were reviewed and Councilman Brooks moved for approval as submitted. Motion carried unanimously with Councilman Billingsley abstaining from the Jim Dandy Productions warrants as he is the owner of the business.

**PROCLAMATION-AWARDS:**

Mayor Putnam presented a proclamation to Chad Peters, Executive Director, and Koralee Bernardo, Assistant Executive Director, of the Winnemucca Boys & Girls Club (WBGC) declaring October 26, 2017 as the "Keeping The Lights On After School" event. Bernardo commented that on October 26 the WBGC will be working and celebrating with thousands of other organizations and after school programs. The WBGC will be hosting kid activity games, tours of the facility and providing light refreshments. Bernardo said it is important to let the community know their purpose is to help kids after school, and to make sure they have a safe place to be, are involved in quality programming in the guidance of youth, and to provide professional mentoring, tutoring and academic support.

Mayor Putnam read a proclamation declaring November 1, 2017 as the "Extra Mile Day" and expressed how important volunteerism is for many organizations serving this community.

**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.

#### **CHILDREN'S GRIEF AWARENESS EVENT / FRONTIER COMMUNITY ACTION AGENCY**

Alaine Nye, Frontier Community Action Agency representative, said that this year's Children's Grief Awareness event will be held November 16 beginning at 5:30 p.m. and they are requesting to use the Nixon Lawn for the event which informs people what they can do to help children who are experiencing grief. Nye said one in five children before the age of eight will be affected by the death of a close loved one and one in twenty children will be affected by a parent dying before the age of eighteen. Nye expects between 30 and 40 participants at the event and asked if the Mayor will do a proclamation for the event. Putnam agreed to present a proclamation. Councilman Brooks moved to approve the use of the Nixon Lawn for the Children's Grief Awareness event on November 16, 2017. Motion carried unanimously.

#### **VARIANCE REQUEST / VW-17-10 / DECREASE SIDE-REAR YARD SETBACKS / CRAMER**

Betty Lawrence, Planning Department, presented a variance application submitted by Martin and Alicia Cramer requesting to decrease the west side and rear setbacks from five (5) feet to zero (0) feet to construct a 16'x20' building on an existing 17'x21' concrete pad at 1390 Mizpah Street, Assessor's Parcel No. 16-0022-03. Lawrence stated no comments were received. Councilman Billingsley moved to approve the variance request based on staff findings and recommendation. Motion carried unanimously.

#### **VARIANCE REQUEST / VW-17-11 / DECREASE SIDE YARD SETBACK / JOHNSON**

Betty Lawrence, Planning Department, presented a variance application submitted by Donna Johnson requesting to decrease the west side setback from five (5) feet to two (2) feet six (6) inches to construct an 18'x20' cover over an emergency evacuation area at 240 Circle Drive, Assessor's Parcel No. 16-0142-15. There were no comments. Councilman Brooks moved to approve the variance request based on staff findings and recommendation. Motion carried unanimously.

#### **FORMER YOUTH CENTER BUILDING USE PROPOSAL**

Mayor Putnam reported the Veterans have declined the use of the Youth Center Building. Putnam asked for direction to move forward and to consider other requests for use of the building. Putnam noted that the Lions Club and Family Support Center are interested, but she has not received anything official. Councilman Mendiola suggested all requests be considered. Councilman Owens said the City needs an occupant that will maintain the building. Putnam commented that an organization whose use of the building will benefit the community is desired. Joyce Sheen asked if it was the City's intent to transfer ownership of the building to an organization. Putnam said they will only have use of the building; the City will maintain ownership. Putnam suggested that the City accept requests/presentations from organizations that are interested in the use of the building and make sure they understand their expected responsibilities for maintenance and upkeep. The Council agreed this item should be tabled until a future agenda.

#### **ELECTRONIC DISTRIBUTION OF MEETING AGENDAS-REPORTS PROPOSAL**

Staff is proposing that Council members be assigned either laptops or tablets for the electronic distribution of the city council meeting agendas and reports. Assistant City Engineer Heiser said

everything contained in the packets can be scanned and delivered via email. Mayor Putnam said some of the electronic devices allow note taking which can be stored for future reference. Heiser said tablets could be taken to other meetings the Council members attend so they have everything in one place. Jake Rorex, Performance Computing, said there are multiple ways to distribute information and explained various features of different devices. The Council agreed it was time to move towards paperless and go with electronic distribution of the packets. Heiser said she felt a base unit with Adobe Reader and Microsoft Office Pro would be appropriate. Councilman Billingsley moved to authorize electronic distribution of City meeting materials and to direct staff to research and present options for hardware and prices at the next meeting. Motion carried unanimously.

### **STAFF-COUNCIL REPORTS**

Assistant City Engineer Heiser reported: (i) the Second Street storm drain is complete with only some paving to be completed; (ii) the First Street project commenced and it was learned a fitting needs to be ordered that has a ten day lead time, which caused some delay; (iii) the first set of drawings has been received for the river floodplain sewer main project and they have been sent back with some revisions, but the bid documents should be ready soon; (iv) the sewage treatment plant is complete except for a small punch list and paving will be completed next week; and, (v) a draft RFP has been written for the playground equipment which will be sent to the City Attorney for review as soon as the site plans are complete.

Councilman Owens attended the Nevada League of Cities (NLC) convention. Mayor Putnam and City Manager West were recognized with awards. Owens attended the Mayor's Ball, the RTC meeting, the LEPC meeting, and the presentation by the Fallon Naval Air Station on the proposed public lands withdrawal.

Councilman Mavity attended the Landfill Committee meeting yesterday.

Councilman Mendiola reported on the Paradise Valley Conservation District meeting and the NNRDA meeting. Pam Borda, Executive Director of NNRDA, is stepping down on December 29 and Sheldon Mudd has been appointed to replace Borda. Mendiola will attend the HDA meeting tomorrow.

Councilman Billingsley attended the WCVA meeting and reported that the footing for the covered arena building has been re-engineered and the building will be here soon. WCVA is working on bringing some new events to Winnemucca.

Councilman Brooks attended the Frontier Community Coalition, the Landfill Committee meeting, the NLC convention and the Mayor's Ball.

Chad Peters, Executive Director of the Winnemucca Boys and Girls Club, invited everyone to the "Keeping The Lights On After School" event on Thursday evening from 7:00 p.m. to 8:30 p.m. The Pumpkin Chunkin Chili Cook-off is this weekend. Peters commented the swimming pool had a health inspection. The outdoor pool is shut down for winter. Peters reports the Boys & Girls Club has 90 kids in attendance from 3:00 p.m. to 7:00 p.m. Youth basketball league will be beginning soon.

Mayor Putnam attended the NLC convention where she was the recipient of the Public Official of the Year award. City Manager West was honored for his 35 years as City Manager/Engineer; a feat that no one else has attained in this position. West was also honored for all the work he has done with POOL/PACT.

**PUBLIC COMMENT:**

Jan Morrison, NNRDA, commented there will be a Canadian Trade Commission visiting the area next week. NNRDA will be hosting over twenty companies that will be looking to relocate along the I-80 corridor.

The meeting was adjourned at 3:26 p.m.

Respectfully submitted,

Lorrie Haaglund  
City Clerk

**PASSED AND ADOPTED:** November 7, 2017

**VOTE OF COUNCIL:**

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

**APPROVED:**

**ATTEST:**

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Di An Putnam  
Mayor

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Lorrie Haaglund  
City Clerk