

**CITY COUNCIL MINUTES
REGULAR MEETING
DECEMBER 12, 2017**

The Winnemucca City Council met in regular session on Tuesday, December 12, 2017 at 2:00 p.m. in the City Hall meeting room. Present: Mayor Di An Putnam, Theresa Mavity, Vince Mendiola, Jim Billingsley and Paige Brooks. Absent: Councilman Mike Owens. 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, personal communication or correspondence.

MINUTES:

The November 21, 2017 regular City Council meeting minutes were reviewed and Councilman Brooks moved for approval as submitted. Motion carried unanimously.

WARRANTS:

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

PROCLAMATION-AWARDS:

Mayor Putnam presented WPD Officer Dulce Obregon with a 5-year service award and commended her for participation in community events.

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 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.

VARIANCE APPLICATION VW-17-13 / REAR YARD SETBACK DECREASE / LAGE

Betty Lawrence, Planning Department, presented a variance application submitted by Robert Lage to reduce the required rear yard setback from five (5) feet to three (3) feet to allow the construction of an 18'x26' carport at 608 Oreana Avenue; Assessor's Parcel No. 16-0241-16. There were no comments or objections received by the planning department. Property owner Lage said the carport will be constructed alongside the existing garage. Councilman Billingsley moved to approve the variance request to decrease the rear yard setback from five (5) feet to three (3) feet at 608 Oreana Avenue based on staff findings and recommendation. Motion carried unanimously.

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ZONING DISTRICT RECLASSIFICATION / GC TO R-1-6 / N. BRIDGE ST. / LEHMAN

Betty Lawrence, Planning Department, commented that the Regional Planning Commission at their November 9, 2017 meeting voted to recommend approval of this zone change application as the properties immediately adjacent to this property have similar designations. The planning department received no comments. Mayor Putnam called for public comment. There was no public comment. Councilman Brooks moved to approve the zoning district reclassification from G-C (General Commercial) to R-1-6 (Single-family residential 6,000 square foot minimum lot size) for property owned by Lynn Lehman located at 143 N. Bridge Street. Motion carried unanimously.

WINNEMUCCA CONVENTION CENTER WEST HALL BUILDING RENAME PROPOSAL

Kim Petersen, Winnemucca Convention and Visitors Authority Director, read a proclamation with respect to William T. Macdonald (Bill Macdonald) highlighting Macdonald's contributions to Winnemucca over the past decades which have greatly influenced and strengthened the community growth, progress and prosperity. Petersen requested the City authorize the Winnemucca Convention Center West Hall to be renamed for Macdonald. Mayor Putnam said Macdonald has truly been a great contributor to the community. The Council members were in agreement, commenting Macdonald is very worthy of this honor. Councilman Brooks moved to approve the naming of the West Hall of the Winnemucca Convention Center to the William T. Macdonald Convention Center. Motion carried unanimously.

SEWER PLANT AERATORS NON-USE DECLARATION / DONATION

Assistant City Engineer Heiser commented that in January 2017 the Council took action to authorize the donation of six aerators from the old sewer plant to the Urban Pond project. This donation request is for the two larger aerators which were purchased by the City in 2014 for approximately \$20,000. The City will not be using them again. The Nevada Department of Corrections is requesting the aerators be donated to them for use at their honor camp sewer ponds. Councilman Mavity moved to find that the two large aerators from the old sewer plant have no further public use by the City and to authorize donation of the aerators to the State of Nevada Department of Corrections as requested. Motion carried unanimously.

DISPOSITION OF THE FORMER CITY SEWAGE TREATMENT PLANT PROPERTY

City Attorney Maher explained there are approximately 19 plus acres the City will no longer have use for at the former sewer plant. The property is located in the flood plain; nothing can be built at that location. Maher explained some options the City could take: 1) retain ownership of the property; 2) attempt to sell the property which will require the City to obtain two separate appraisals which could possibly cost more than the property is worth; or, 3) enter into an arrangement with the abutting property owner (Guy Tipton), such as a lease or licensing agreement, for the use of the property which could eventually be used for grazing purposes. There was discussion about maintaining the current City easement and any future easements the City may require for sewer purposes. Mayor Putnam acknowledged that the adjacent property owner has worked with the City for access to his property in the construction of the new wastewater plant. The consensus of the Council was to direct staff to work with the property owner to map out what property would be feasible to stay with the City and what would be feasible to exchange for any right-of-ways the City may need.

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FLOOD PLAIN SEWER MAIN PROJECT BIDS

Mayor Putnam said only one bid was received for the 2017 Flood Plain Sewer Main Project from Hunewill Construction in the sum of \$1,287,090, which was comparable to the engineer's estimate of \$1,206,195. Assistant City Engineer Heiser said that Hunewill will begin clearing brush as soon as the notice to proceed is issued. Council Mavity moved to accept the Hunewill bid in the sum of \$1,287,090 for the 2017 Flood Plain Sewer Project. Motion carried unanimously.

APPOINTMENT OF CITY MANAGER / ENGINEER

Mayor Putnam commented that she has worked with the current Assistant City Engineer Heiser who has done a good job and fits in with every aspect of the City. Heiser excels in the engineering part of the job and is becoming accustomed with the managerial and human resource duties. Councilman Billingsley moved to confirm the appointment of Assistant City Engineer Heiser to City Manager/Engineer effective January 1, 2018. Motion carried unanimously.

CITY COUNCIL 2018 MEETING SCHEDULE

Mayor Putnam stated the proposed City Council meeting schedule for the 2018 calendar year will have one meeting in July and one meeting in December. Meetings are scheduled on the first and third Tuesdays of months that have four Tuesdays and the second and fourth Tuesdays of months that have five Tuesdays. Councilman Mendiola moved to approve the 2018 City Council meeting schedule as presented. Motion carried unanimously.

STAFF-COUNCIL REPORTS

Assistant City Engineer Heiser reported: (i) the concrete block retaining wall is nearly complete on the Cemetery Expansion project; (ii) the sewer portion of the First Street Utility Mains project should be complete by the end of this week and then Hunewill will begin the water line work which will be coordinated with the new gas line; (iii) the River Floodplain Sewer Main project bid awarded to Hunewill at this meeting is expected to start just after the first of the year with an expected completion within 90 days; and, (iv) the ribbon cutting ceremony was held December 6, 2017 for the new Wastewater Treatment Plant with only a 1% retainage fee remaining. There are a couple of components that must be fixed prior to releasing the final payment.

Councilman Mavity thanked Public Works Supervisor Sutton and his staff for their hard work in installing the City's Christmas decorations. Mavity attended the Chamber lunch and reminded that the Parade of Lights will be held this Saturday.

Councilman Mendiola attended the NNRDA meeting and the Humboldt Foundation meeting Monday, and noted HDA will meet next Wednesday.

Councilman Billingsley attended the Humboldt Foundation meeting.

Councilman Brooks attended the ribbon cutting at the Wastewater Treatment Plant, a luncheon sponsored by Barrick and the Chamber luncheon today.

Police Chief Dalley reported that the Winnemucca Police Department currently has two vacancies. A conditional job offer was submitted to a Lander County sheriff's deputy who will

begin January 1, 2018. Dalley reported they have several individuals in background check for the other position. The new vehicle for the School Resource Officer has been ordered.

Mayor Putnam said she administered the oath of office to Chukuma Jones (SRO officer). The Mayor and Assistant City Engineer Heiser met with PC Computing on internet issues. Putnam attended the Barrick luncheon.

PUBLIC COMMENT:

There were no public comments, personal communication, or correspondence.

The meeting was adjourned at 3:03 p.m.

Respectfully submitted,

Lorrie Haaglund
City Clerk

PASSED AND ADOPTED: January 23, 2018

VOTE OF COUNCIL:

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

APPROVED:

ATTEST:

Di An Putnam
Mayor

Lorrie Haaglund
City Clerk