

**CITY COUNCIL MINUTES  
REGULAR MEETING  
FEBRUARY 20, 2018**

The Winnemucca City Council met in regular session on Tuesday, February 20, 2018 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; and, City Attorney Kent Maher, City Manager/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:**

Niki Linn, Humboldt County Human Services Coordinator, reported that Greyhound bus service from Reno to Salt Lake City will be halted beginning tomorrow, which will have a huge impact on the local indigent services office. The bus service is used a lot for individuals being released from jail, that are homeless, and who are stranded, etc. Linn said her office averages ten indigent bus tickets a month during the summer months. Linn said she is not sure what will happen.

Harold Gudmundsen said many residents displayed the American flag for President's Day, which made a difference in the look of the community and we should all be proud.

**MINUTES:**

There were no minutes for approval.

**WARRANTS:**

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

**PROCLAMATION-AWARDS:**

Mayor Putnam presented a proclamation to Adrienne Openlander, Winnemucca Domestic Violence Services representative, recognizing the month of February as National Teen Dating Violence Awareness and Prevention Month.

**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 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.

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### **IMPROVEMENT STANDARDS WAIVER / PRIVATE ACCESS EASEMENT / RANDOLPH SMITH FAMILY TRUST**

John Milton, Desert Mountain Surveying, representing property owner Randolph L. Smith Family Trust, requested a waiver from the construction requirements of the apron and road base for the proposed private road. Milton said the City will probably not be comfortable in approving this request and asked Council if they might consider allowing the property owner to fulfill the requirements for a private access road at the time the lots sell. Milton suggested the property owner could post a cash bond to assure construction of the improvements. The property owner doesn't want to put the improvements in if the property doesn't sell. City Attorney Maher noted there are four applicable standards for the construction of a private access easement such as this, that is: i) a 12' x 20' asphalt or concrete apron from the existing paved roadway to the private easement roadway, ii) a 6" aggregate base is required for a 12' wide easement, iii) the road base has to be dust free; and, iv) there has to be adequate drainage. Maher said the question is which of the requirements does the property owner want waived; he needs to specify exactly what is being requested. Maher said if there is a waiver or a delay in constructing the improvements, the City should require a condition be placed on the property map indicating the waiver or delay. Milton said he could place notes on the parcel map to the effect that a 60' wide private road must be built to City Standards at such time the lots are occupied. Councilman Owens moved to postpone the improvement standards requirement for the private access easement road on the Smith Trust property until a building permit is issued and that notes, as suggested by Desert Mountain Surveying, be placed on the final map. Motion carried unanimously.

### **FORMER YOUTH CENTER BUILDING USE PROPOSAL / FRONTIER COMMUNITY ACTION AGENCY**

Alaine Kliewer and Lily Avalos, representatives of Frontier Community Action Agency (FCAA), proposed using the building once a month for the Food Bank of Northern Nevada commodities distribution program held the third Friday of every month. The building will also be used Monday through Friday between 10:30 a.m. and 1:30 p.m. during June, July and August for the USDA Summer Food Service Program. There will also be additional dates and times for meetings or trainings. Avalos commented they will have a minimum of 2 staff members present at all times during public use of the building for FCAA activities. FCAA could coordinate and schedule use of the building by other community groups or individuals who provide liability insurance coverage. FCAA will provide monthly cleaning service for the building and will perform light maintenance. Mayor Putnam said prior use of the building by multiple agencies became an issue. City Attorney Maher said he has liability concerns with the FCAA subletting the building. Avalos said that other clubs or organizations using the building would have to provide their own certificate of insurance for use of the building. Avalos commented FCAA would ask for donations for use of the building by other organizations to help defer the cost of the utilities. FCAA is requesting either an in-kind grant for use of the building, or use at a reduced yearly cost. FCAA proposes to contribute \$125 per month towards the utilities. Councilman Mendiola asked what repairs the City needs to do to the building. Public Works Director Sutton said the building needs a new roof, replacement of a couple of broken windows and stucco repair. The inside of the building is in good shape. Kliewer said FCAA is running 15 programs from their current space. Putnam commented that the Lions Club is interested in using the building and asked that FCAA work a schedule out with the Lions Club. Maher said his primary concerns are: if insurance coverage is in place; and, if the Council concurs, to have an agreement for payment of the \$125 per month for utilities. Councilman Brooks moved to

approve FCAA's continued use of the building until the end of the fiscal year and then review the situation and discuss how to go forward for the next fiscal year. Motion carried unanimously.

### **iPERL WATER METERS NON-USE DECLARATION / DONATION REQUEST**

Public Works Supervisor Sutton reported that the City has seventy two (72) ¾" iPERL water meters that are not being used. The City has converted to a drive-by reading system which uses Badger meters. In order to standardize their water meters in McDermitt and Golconda, the County has requested the donation of the iPERL meters. Councilman Mavity moved to find that the seventy two (72) ¾" iPERL water meters will have no further public use by the City and to authorize donation of the iPERL meters to the Humboldt County Public Works Department. Motion carried unanimously.

### **STAFF-COUNCIL REPORTS**

City Manager Heiser reported the fence and stairway work is ongoing at Highland Park. Some of the final fence and stairway work will be coordinated with the Playground Equipment project. The Playground Equipment project RFP has been finalized and proposals will be solicited only for Vesco Park and Highland Park in an attempt to stay within the approved budget. When the costs for the first two parks are known, the budget for the additional parks can be assessed. The old playground equipment poses a liability issue and will be removed and disposed of. The water line has been installed under Melarkey Street for the First Street Utility Mains project. Most of the water line has been charged and treated with chlorine. The bore under I-80 is complete for the River Floodplain Sewer Main project. NDEP requires one overall Operating and Maintenance (O&M) manual for the Sewage Treatment Plant. There are a few warranty items at the plant that will be fixed in the coming weeks/months. The asphalt construction work for the Airport Taxiway Overlay project will take place this spring. Armstrong Consultants is working on an offer letter and contract for use in the Airport Property Acquisition project for the Washington properties. Staff received three estimates for the splash pad for the Recreation Complex project.

Councilman Owens attended an Airport Board meeting on February 12 and an RTC meeting today.

Councilman Mavity attended the Chamber Luncheon on February 13 and commented Mayor Putnam's State of the City address was well done and very interesting. The Boys and Girls Club will be having a spring fundraiser.

Councilman Mendiola attended the Paradise Valley Conservation District meeting and reported they received two grants: \$80,000 from the Forrest Service for weed control and reseeding (which will be coordinated with the Paradise Valley Weed Board); and, \$35,000 from NDOW. A grasshopper needs assessment will be held March 8, 2018 in Paradise Valley. Mendiola attended the Humboldt River Water Basin meeting and reported that a water storage area was discussed. The Humboldt Foundation will be receiving \$30,000 for the Boys and Girls Club through the Whitworth Foundation matching fund program.

Councilman Billingsley reported the WCVA will meet tomorrow. The new Event Center is on schedule to be completed in time to host the Ranch Hand Rodeo.

Councilman Brooks attended the Chamber Luncheon on February 13. The NNRC will host a ladies day on March 24 and will be conducting a membership drive next September. Brooks attended the Frontier Community Coalition meeting today.

Mayor Putnam commented that she visited with Congressman Mark Amodei and Senator Dean Heller regarding the Amtrak train service and Greyhound Bus situation for Winnemucca. Putnam attended the Age Friendly Winnemucca meeting and commented that Winnemucca has a great advocate in Gini Cunningham. Putnam presented her State of the City address at the Chamber Luncheon February 13. The Debt Management meeting is scheduled for tomorrow.

**PUBLIC COMMENT:**

There were no public comments.

The meeting was adjourned at 3:24 p.m.

Respectfully submitted,

Lorrie Haaglund  
City Clerk

**PASSED AND ADOPTED:** March 6, 2018

**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