

**CITY COUNCIL MINUTES
REGULAR MEETING
AUGUST 18, 2020**

The Winnemucca City Council met in regular session on Tuesday August 18, 2020 at 2:00 p.m. in the City Hall meeting room. Present (at the meeting room): Mayor Richard Stone; Council members Mike Owens, Theresa Mavity, Vince Mendiola, Jim Billingsley and Paige Brooks; and, City Manager/Engineer Alicia Heiser, City Clerk Lorrie Haaglund, City Attorney Kent Maher and Betty Lawrence, Planning Department (via teleconference).

CALL TO ORDER:

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

PUBLIC COMMENT-PERSONAL COMMUNICATION-CORRESPONDENCE:

American Legion Commander Lewis Trout (via teleconference) commented that an appraisal of City real property is essential to establish a base line for sale negotiations.

MINUTES:

The August 4, 2020 City Council regular meeting minutes were reviewed and Council member Mavity moved for approval as submitted with Council member Owens not voting as he was absent from the August 4, 2020 meeting. Motion carried unanimously.

WARRANTS-EXPENSES:

The reports for payments of warrants and expenses were reviewed and Council member Mendiola moved for approval as submitted. Motion carried unanimously.

PROCLAMATIONS-AWARDS-PRESENTATIONS:

Fire Chief Dendary presented the following Winnemucca Volunteer Fire Department service awards: 5-year - Austin Mayo, Lieutenant Jack Haaglund and Captain Jonathan Cipra; and, 10 year - Lieutenant Ken Howard. City Manager Heiser presented Dendary with a 25-year service award.

The meeting recessed at 2:05 p.m. for Council to look at the recently purchased Fire Department brush truck and resumed at 2:11 p.m.

BUSINESS ITEMS:

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 Council member 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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VARIANCE REQUEST / VW-20-07 / INCREASE FENCE HEIGHT / DIAZ

Betty Lawrence, Planning Department, presented a variance application submitted by Salvador Diaz to increase the allowed fence height from 6' to 9' to construct a 6' retaining wall with a 3' safety rail at 1966 Pearce Street, Assessor's Parcel Number 16-0153-02. There were no comments received from referrals. The Building Inspector will require a 3' safety rail because of the steep drop off. Council member Owens moved to approve, based on staff findings and recommendations, the variance request to increase the allowed fence height from 6' to 9' to construct a 6' retaining wall with a 3' safety rail as requested at 1966 Pearce Street, APN 16-153-02. Motion carried unanimously.

VARIANCE REQUEST / VW-20-08 / DECREASE SIDE YARD SETBACK / MULLEN

Betty Lawrence, Planning Department, presented a variance application submitted by Rhonda Mullen to decrease the north side yard setback from 5' to 3' to construct a new garage at 4080 Myers Lane, Assessor's Parcel Number 16-0543-28. There were no comments from referrals. The Building Inspector will require the side of the garage to have no openings and a fire rated wall and ceiling. Council member Mendiola moved to approve, based on staff findings and recommendations, the variance request to decrease the north side yard setback from 5' to 3' to construct a new garage at 4080 Myers Lane, APN 16-0543-28. Motion carried unanimously.

ORDINANCE INTRODUCTION / REZONE APPLICATION VW-20-08

Council member Brooks moved to introduce and set for public hearing at the next available Council meeting a rezone application to change the G-C (General Commercial) zoning designation to R-2 (Multi-Family Residential) zoning designation at 302/312 W. Fourth Street APN 15-0428-04. Motion carried unanimously.

USED BRUSH TRUCK PURCHASE / FIRE DEPARTMENT

City Manager Heiser commented that state law allows an entity to purchase equipment at a public auction, closeout sale, bankruptcy sale, left after an exhibition, or other similar sale at a reasonable savings over the cost of like merchandise and below the market cost in the community without competitive solicitation. Fire Chief Dendary received notification of the availability of a used brush truck located in Texas at a cost of \$55,000. Dendary thereafter requested two additional quotes for similar used brush trucks. Based on the quotes received and the condition of the Texas truck, it was determined that unit in Texas could be obtained at a significant savings and it was purchased. The City budgeted \$50,000 for the purchase of a used brush truck. Based on the quotes received, the purchase saved the City approximately \$10,000-\$15,000. Council member Mavity moved to ratify the purchase of the 2006 Ford F-550 brush truck per staff recommendations and information provided. Motion carried unanimously.

APPRAISER SERVICES / CITY-OWNED PROPERTIES

City Manager Heiser reminded that at a prior meeting the Council approved the sale of two City-owned residential lots, but the City never moved forward with the required appraisal process because it was not cost effective. With the recent interest in purchasing or leasing the Scout Hut property, Heiser obtained quotes for separate appraisals of the two residential lots and the Scout Hut property. The quotes will include market rent as well as market sale price on the

Scout Hut appraisal. Appraiser John Wright's quote is \$4,950 and Appraiser Scott Griffin's quote is \$6,000. The American Legion has offered to contribute \$1,000 towards the appraisal of the Scout Hut property. Heiser said the Council would need to decide if they want to move forward with the sale or long-term lease and then approve the appraisal. City Attorney Maher commented that with the sale-lease procedure, the appraisals are valid for six months from the date of the appraisal. Mayor Stone explained the Veterans need the appraisal information before they can move forward and apply for grants to acquire the property. It was the consensus of the Council to move forward with the appraisal process. Council member Owens moved to engage the professional services of John Wright for \$4,950 to value City-owned properties at: 3326 Paiute St. (APN 16-0442-08); 3266 Frontier St. (16-0444-07); and, 1120, 1150 and 1182 Harmony Rd. (APNs 16-0046-07, -08, -09, and -10). Motion carried unanimously.

ORDINANCE INTRODUCTION / REDUCTION OF MONTHLY METER FEES FOR PRIVATE FIRE SERVICE LINE

Council member Brooks moved to introduce and set for public hearing at the next available Council meeting a proposed reduction of monthly meter fees per Winnemucca Municipal Code 13.08.230 for private fire service line, to return the monthly fees to the pre-July 1, 2020 rate and implementation of an incident or demand fee which is imposed each time the private fire service is used. Motion carried unanimously.

CORONAVIRUS RELIEF FUND ELIGIBILITY CERTIFICATION

City Manager Heiser reported that the Corona Relief Funds Committee met this morning to discuss Humboldt General Hospital request for funding. The committee decided the County will handle the hospital request and requests from small businesses, and the City will handle the Humboldt County School District and the Winnemucca Boys & Girls Club requests. Upon considering all the requests, the committee will evaluate the availability of funds. The hospital is requesting \$588,000 of which a portion was approved; they will have to submit receipts for some of the funds which will be paid on a reimbursement basis. The committee will meet every Tuesday morning to discuss applications. Next Tuesday they will address the School District and Boys & Girls Club requests. The committee requested a break-down of the costs and justification from each applicant. Heiser noted the original requests from the School District and the Boys & Girls Club total more than the City will receive in the first 50% allocation. The committee asked applicants to only request what they need to get started. Although the committee does both the City and County requests, the accountings are separate. The committee members are Humboldt County Comptroller Gina Rackley, Humboldt County Commissioner Ken Tipton, Humboldt County Grants Coordinator Rachelle Piquet, City Manager Alicia Heiser, Council member Mike Owens, and Mayor Rich Stone.

BODE HOWARD MEMORIAL POOL

City Manager Heiser reported she has received the site assessment and the demographics report for the feasibility study. GreenPlay is working on three design options: (1) renovating the existing Bode Howard Memorial Pool; (2) constructing a new facility at the current Bode Howard site; and, (3) constructing new facility at the recreation complex. The two new facilities will have the same design that will work at either location. Heiser said the full report, including the design options, should be completed in September or October.

STAFF-COUNCIL REPORTS

City Manager Heiser reported: (i) the Railroad Springs pipeline project will be advertised for bids once the executed right-of-way grant is received from the BLM and it is hoped to be bid by the end of the year; (ii) the City is still waiting on the final report from Farr West for Well 8; (iii) the Alleyway sewer project remains on hold until Hunewill Construction assigns a crew; (iv) the Kluncy Canyon Road micro surface project was successfully completed; (v) the West-Side curb and gutter project was advertised for bids on August 12, 2020, with proposals due August 28, 2020 and the award anticipated at the September 8, 2020 City Council meeting—the engineer’s estimate for the project is \$46,000 and will go to the RTC for approval; (vi) discussions are continuing with the party interested in constructing a transloading facility at the Airport Industrial Park; (vii) Jeff Neri, Loon Project Manager, provided a proposed site plan for Loon’s proposed expansion at the airport and staff is working with Desert Mountain Surveying to obtain a new legal description and with the City Attorney on the amendment to the license agreement; and, (viii) the second Mormon cricket treatment was very successful, and the cricket population has decreased substantially.

Council member Owens inquired about the tagging issue around town. Chief Garrison said they have several cases under investigation. Owens asked and Chief Garrison explained how often the evidence locker was purged, the procedure that is followed, and what happens to those items.

Council member Mavity thanked City Manager Heiser for her efforts on the Police Association and Employee contracts which are now completed and valid for FY 20-21 and FY 21-22. Mavity asked about the CTX and Heiser explained revenue is up 17% over last year for May and if approximately \$100,000 is received in June, the budgeted amount will be attained. This is the highest year for CTX funds since 2013.

Council member Billingsley reported that the room tax revenue is down about 50%; the WCVA has not spent a lot of money on events as most have been cancelled.

Council member Brooks commented that the Census for the City is 60% complete and Humboldt County is at 55%. Brooks reported on the FCC meeting she attended today.

Chief Garrison reported that Officer Santos and Officer Polly are fully certified now; Officer Polly is a full working drug dog.

Boys & Girls Club representative Chad Peters commented there is a lifeguard shortage and he is currently working through scheduling issues and getting additional individuals certified.

PUBLIC COMMENT:

There was no public comment.

The meeting was adjourned at 3:33 p.m.

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Respectfully submitted,

Lorrie Haaglund
City Clerk

PASSED AND ADOPTED: September 8, 2020

VOTE OF COUNCIL:

AYES: Owens, Mavity, Mendiola, Brooks
NAYS: _____
ABSTAIN: _____
ABSENT: Billingsley

APPROVED:

ATTEST:

Richard Stone
Mayor

Lorrie Haaglund
City Clerk