

**CITY COUNCIL MINUTES
REGULAR MEETING
January 18, 2011**

The Winnemucca City Council met in regular session on Tuesday, January 18, 2011 at 2:00 p.m. in the City Hall meeting room. Present: Mayor Di An Putnam, Councilmen Richard Stone, Doug Cain, Joyce Sheen, Jim Billingsley and Paige Brooks. Staff present: City Manager Steve West, City Attorney Kent Maher and City Clerk Eddy Davis.

CALL TO ORDER:

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

APPROVAL OF MINUTES:

The January 4, 2011 regular City Council meeting minutes were presented for review and Councilman Sheen moved for approval as submitted. Motion carried unanimously.

APPROVAL OF WARRANTS:

The warrants were presented for review and Councilman Stone moved for approval as submitted. Motion carried unanimously.

PROCLAMATIONS / EMPLOYEE AWARDS:

Mayor Putnam read a proclamation stating that January 2011 is "Stalking Awareness Month" in Winnemucca.

PUBLIC / PERSONAL COMMUNICATION / CORRESPONDENCE:

There were no public, personal communications or correspondence.

DISCUSSION / ACTION ON ITEMS OF BUSINESS & OTHER REPORTS:

BUSINESS IMPACT DETERMINATION

City Attorney Maher and the Council reviewed and discussed briefly the agenda items and the effect each item could potentially have on a "business" as the term is defined by statute. The Council agreed 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. Councilman Sheen 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.

RECREATIONAL FACILITIES–PUBLISHING SERVICES TRADE / WINNEMUCCA PUBLISHING

Holly Rudy James, General Manager of the *Humboldt Sun* (Winnemucca Publishing), presented a proposal to trade the use of the City recreational facilities by *Sun* employees in exchange for a credit against the publishing costs of the City semi-annual recreation guide. James said that in the past the recreation guide was printed in a larger size, but to continue to do so (in the larger size) will mean additional costs to the City (folding them to fit the smaller format of the *Humboldt Sun*). The Postal Service established new regulations that require news publications and

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inserts to be smaller in size and Winnemucca Publishing newspapers are now being printed to meet that mandate. The recreation guide generally costs \$880 per 8,000 copies (\$1,760 annually) plus an additional \$278.78 per edition (\$557.56 annually) for inserting the guides, or a total of \$2,317.56 per year. Recreation Director Swecker said the smaller size is acceptable. James advised that Winnemucca Publishing is trying to create a wellness program for their employees. An employee survey revealed they want to have the use of the City swimming pools and weight room facilities. James suggested offsetting the cost of printing the recreation guides for the City against the cost of providing annual passes to the swimming and weight room facilities for the *Humboldt Sun* employees. The passes could be recorded as a credit against the billing to the City for printing. Councilman Brooks moved to authorize the trade of services with Winnemucca Publishing (printing and associated costs related to the recreation guide publication) in exchange for the distribution of recreation passes to Winnemucca Publishing employees, with the passes provided by the City Recreation Director at James' request. Motion carried unanimously.

SEWER BACK-UP POLICY AND PROCEDURE

Mayor Putnam referenced the draft resolution provided by City Attorney Maher that explains the content of the proposed sewer back-up policy and procedure. Maher said changes were incorporated into the draft, but wanted to know how the Council felt about setting a limit on reimbursable costs. Putnam said it had been discussed to create a limit of \$1,000 for the reimbursable costs to the property owner. Putnam also noted the draft language included clarification that the reimbursement policy applied only to blockages in the City sewer main lines, not in the property owner lateral lines. City Manager West added that the City knows where sewer blockages occur most of the time, but sometimes the blockages clear themselves before the location is determined. Further discussion was held concerning the reimbursable cost limit. Councilman Sheen said she liked the language in the document stating "up to \$1,000" in reimbursable costs. The City insurance will not pay anything on this type of problem because the City is not liable. Councilman Stone said the proposed policy and reimbursement procedure is fair. Councilman Sheen moved to approve the implementation of the sewer back-up policy and procedure in accordance with the draft resolution to provide utility customer information, guidance and procedures regarding sewer system failures and intrusion. Motion carried unanimously. Resolution Number 2011-02.

Mayor Putnam directed staff to prepare a brochure explaining the policy and procedure in detail for distribution to the public.

INVOLUNTARY ANNEXATION PROPOSAL

City Manager West reported that three small islands of county property are currently located within the City limits. In an effort to clarify City boundaries, especially for emergency response personnel, as well as to be fair to the surrounding City taxpayers, West recommended the Council consider annexing the islands. Owners of the properties had been given the opportunity to annex into the City in the past, but chose not to do so at that time. West feels that the appropriate first step is to send a letter requesting voluntarily annexation. The letter should also notify property owners that the City intends to annex involuntarily, if necessary. He reported that at least one involuntary annexation had been done by the City in the past (in June 1993). City Attorney Maher said the annexation process includes notifications and public hearings and agreed the appropriate first step is to send a letter requesting voluntary

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annexation. The two properties with improvements will experience a substantial property tax increase if annexed. With no objection from the Council, Mayor Putnam directed staff, with the assistance of the City Attorney, to proceed with drafting a letter to the three property owners requesting voluntary annexation and putting them on notice that the City intends to annex the property involuntarily, if necessary.

UPDATE ON NUISANCE LOCATED AT 231 WEST SHEPARD STREET

City Attorney Maher reported a final notification of the nuisance to the property owner has been made. The resolution has been drafted and notification was sent to the last known address on record. Once a response is received, or if it is returned as undeliverable, the City can proceed with clean-up of the property on a date of their choosing. City Manager West said a lien will be placed on the property for any clean-up costs incurred by the City.

STAFF / COUNCIL REPORTS

City Manager West reported that the sewer line project located on Mizpah and Minor Streets is near completion. The main on Parkview Drive has been exposed and a dislocated pipe was found. Approximately ten feet of the orangeburg main line will be replaced and a manhole will be constructed at that location. The 18-inch water line split on Haskell Street has been repaired. A small water main break on a 2-inch line was repaired in the alleyway near Bridge and Mizpah Streets. Two of the Haskell Street lamp poles were knocked over by a vehicle. Replacements have been ordered and the driver's insurance should cover a portion of the cost.

Councilman Stone attended the HDA meeting last week, but a quorum was not present. A report was given concerning the new senior housing project to be constructed on Minor Street with a hopeful starting date early this year.

Councilman Cain attended the January 10 Airport board meeting where the rules and regulations were finally adopted (following many meetings).

Councilman Sheen will be attending the WCVA and Landfill Committee meetings tomorrow.

Councilman Billingsley will be attending his first RAC meeting in the near future.

Councilman Brooks said the RESPECT group is painting over graffiti around town. Approximately 75% of the funds have been received for the graduation party. Brooks asked about grading and general cleaning of the Bloody Shins Trail parking lot. A prayer walk was held recently and over 100 parents and students participated. Brooks toured the Ambulance facility with EMS Director Pat Songer, who expressed a desire to work more closely with other entities in the community. Local wrestlers took first out of 22 teams and fourth out of 52 teams in their recent tournaments.

Mayor Putnam said local citizens have been contacting NDOT concerning the need for a traffic signal at the intersection of Bridge and Haskell Streets. So far NDOT is not cooperating, as the department still believes that a "round-a-bout" is the answer for the intersection. The EMTs at Humboldt General Hospital are offering a course on Incident Management Strategies and Targeted Audiences for Supervisory Roles in Incidents. A discussion was held concerning the latest teen suicide and teen attempted suicide. The community is moving forward with efforts to

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better educate everyone about the needs of the youth, with help from the Community Coalition, the School District and other interested parties. The City is very interested in becoming involved where it can help.

Mayor Putnam adjourned the meeting at 3:02 p.m. until the next scheduled regular meeting on February 1, 2011.

Respectfully submitted,

Eddy D. Davis
City Clerk

PASSED AND ADOPTED: February 1, 2011

VOTE OF COUNCIL:

AYES:	Councilmen	<u>Stone, Cain, Sheen, Billingsley, Brooks</u>
NAYS:	Councilmen	_____
NOT VOTING:	Councilman	_____
ABSENT:	Councilman	_____

APPROVED:

ATTEST:

Di An Putnam
Mayor

Eddy D. Davis
City Clerk