

**CITY COUNCIL MINUTES  
REGULAR MEETING  
April 19, 2011**

The Winnemucca City Council met in regular session on Tuesday, April 19, 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 April 5, 2011 regular City Council meeting minutes were presented for review and Councilman Cain moved for approval as submitted with a minor correction. Motion carried unanimously.

**APPROVAL OF WARRANTS:**

The warrants were presented for review and Councilman Cain moved for approval as submitted. Councilman Billingsley abstained from voting on the warrant for Jim Dandy Productions, which is owned by him. Motion carried unanimously.

**PROCLAMATIONS / EMPLOYEE AWARDS:**

Mayor Putnam read a proclamation announcing May 1-8, 2011 as Nevada Wildfire Awareness Week. Carmen Thomason, Bureau of Land Management's Fire Mitigation and Education Specialist, accepted the proclamation and updated the Council on activities involving wildfire education and awareness in the community.

**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.

**HUMBOLDT COUNTY REGIONAL PLANNING COMMISSION INTERVIEW / ROCK**

Mayor Putnam stated the interview is intended to allow the City learn about a candidate and their background and interests. Putnam noted that Vickie Rock and another person expressed interest in filling the board vacancy on the Humboldt County Regional Planning Commission (HCRPC). Rock explained her reasons for applying, that is, she believes her experience with various planning aspects through past endeavors and her human resources training

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background provide her with a unique skill set to help with updating the master plan. The Council explained there are policies and procedures that must be followed, and parameters within which the board functions. An attitude as a team player is very important to the group. Rock suggested she is flexible person and can work to bring things together. She said she is not presently employed and has the time to contribute to the board. Putnam said a decision likely will be made at the next Council meeting.

### **REQUEST TO USE SPORTS COMPLEX / CROSBY**

Jeremy Crosby said because of his experience and enjoyment of hot air balloons, he and his fiancé want to make them part of their celebration of marriage by lifting off hot air balloons from the softball complex on Sunday, October 16 at 7:00 a.m., the day after their wedding. City Manager West said there is no use conflict with that time and date. Crosby said he had three balloons committed, and there will be a maximum of ten participants. Councilman Sheen moved to approve Jeremy Crosby's request to use the Sports Complex for a hot air balloon launch site at 7:00 a.m. on Sunday October 16, 2011. Motion carried unanimously.

### **TEMPORARY STREET CLOSURE REQUEST / BASQUE PARADE**

Councilman Brooks disclosed that she is a member of the Winnemucca Basque Club. Nicole Bengochea, representative for the Winnemucca Basque Club, requested a temporary street closure for the 33rd annual Basque Parade. Mayor Putnam asked if Bengochea had contacted the Nevada Department of Transportation (NDOT) with the same request. Bengochea said she was in communication with NDOT and was close to acquiring final approval from them. Councilman Cain moved to approve, subject to NDOT approval, the Winnemucca Basque Club temporary street closure request of Winnemucca Blvd. beginning at the Model T Hotel & Casino and ending at Hurst Street for the annual Basque Parade between 11:00 a.m. and 12:00 noon on Saturday June 11, 2011. Motion carried unanimously.

### **TEMPORARY STREET CLOSURE REQUEST / CRUISE NIGHT**

Debbie Stone, Humboldt County Chamber of Commerce representative, said this is the fourth year for the summer cruise nights event which has proved successful for participants, downtown businesses, street vendors and the public. Stone reminded the Council that the City has carried the liability insurance coverage as the sponsor for the event, and put up the street light banners. Councilman Sheen moved to approve the request made by the Humboldt County Chamber of Commerce for the temporary closure of Bridge Street from Fourth Street to Winnemucca Blvd. and from Winnemucca Blvd. to First Street for the Winnemucca Cruise Nights on Thursday June 9, Thursday July 7 and Thursday August 11, 2011 from 5:00 p.m. to 9:00 p.m., and, as sponsor for the event, the City will continue to provide the liability insurance policy and hang the street light banners. Motion carried unanimously.

### **REQUEST FOR PARTIAL STREET ABANDONMENT / WEST WIND LLC**

John Milton, Desert Mountain Surveying, representing West Wind LLC (Tom Fransway), requested abandonment of a portion of Garrison Street (approximately 7.5 feet in width). Milton noted there were two prior abandonments on Garrison Street in proximity to the property. There is a concrete fence within 17 feet of the right-of-way, and approval of the abandonment will square up the property and leave a 4.5 foot gap between the sidewalk and fence. Milton said the streets in the lower part of Winnemucca are 80 feet wide, but 50 to 52 feet is a typical width for this type of street. City Attorney Maher said procedure in this matter requires

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publication of notice of the public hearing, and a public hearing following the notice publication. Councilman Cain moved to proceed with the abandonment request of 7.5 feet (approximately) in width of a portion of Garrison Street adjacent to APN 015-423-01, and to set and publish notice of a public hearing. Motion carried unanimously.

### **ORDINANCE INTRODUCTION / VOLUNTARY ANNEXATIONS INTO CITY LIMITS**

Mayor Putnam said letters were received from four property owners requesting voluntary annexation into the City limits. Councilman Brooks moved to introduce an ordinance for the annexation of APN 10-354-05 (Potato Road), APN 10-411-25 (Patrician Way), APN 10-357-01 (West Railroad Street), and APN 10-354-14 (West Railroad Street), and to set and publish notice of a public hearing. Motion carried unanimously.

### **ORDINANCE INTRODUCTION / AMEND BUILDING CODE FEES**

Councilman Stone moved to introduce an ordinance for the amendment of building code fees in Winnemucca Municipal Code (WMC) Chapter 15.04 and to set and publish notice of a public hearing. Motion carried unanimously.

### **INTERLOCAL AGREEMENT / NEVADA DEPARTMENT OF BUSINESS AND INDUSTRY**

City Attorney Maher said this is typical of previous agreements between the City and the State regarding inspections for manufactured homes. Staff recommends approval. Councilman Cain moved to approve, based upon staff recommendation, the interlocal agreement with the State of Nevada, Department of Business and Industry, Manufactured Housing Division for the inspection and testing of the installation of manufactured homes and commercial coaches, and to authorize the Mayor to sign the agreement. Motion carried unanimously.

### **PURCHASE AGREEMENT / McCOY AIRPORT HANGAR**

City Attorney Maher prepared a proposed resolution to authorize the Mayor to sign documents for the airport hangar purchase with the City Attorney concurrence. City Manager West said the resolution should provide that the \$165,000 purchase price be reduced by the amount of the prepaid 2011 lease payments already paid to McCoy by the BLM. Councilman Stone moved to authorize the Mayor to sign documents related to the purchase of the Randy McCoy airport hangar located at the Winnemucca Municipal Airport, per the proposed resolution with the suggested revisions. Motion carried unanimously. Resolution Number 2011-08.

### **WATER-SEWER WILL SERVE REQUEST / NEVADA RURAL HOUSING AUTHORITY**

City Manager West said that City ordinance requires a water-sewer will-serve commitment letter for larger developments, such as this 30 unit development. The letter is issued upon Council approval of the will-serve commitment. City Attorney Maher added the Building Inspector will retain the letter in the permanent project file. Councilman Cain moved to approve the water-sewer will serve request for Nevada Rural Housing Authority to the new senior apartment complex on Minor Street. Motion carried unanimously.

### **RECIPROCAL EASEMENT AGREEMENT / NEVADA RURAL HOUSING AUTHORITY**

City Attorney Maher said this proposed reciprocal easement agreement with the Nevada Rural Housing Authority (NRHA) relates to the new senior apartment complex to be constructed on

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Minor Street. City Manager West noted the easements pertain to access, parking, sewer and drainage. Maher said the new apartments and the existing Senior Center will share existing parking and additional access will be granted through a driveway on the apartment property. The City will be granting a sewer and drainage easement along their property to Lay Street. The agreement has been revised several times and there are still a couple of items to review with possible changes. Maher requested authorization for the Mayor to sign the final agreement, when it is agreed upon. Councilman Stone questioned if there will be adequate parking between the complex and the Senior Center. West replied both parties have apparently worked out the issues and are satisfied. Councilman Stone moved to approve the reciprocal easement agreement, subject to the City Attorney revisions as agreed to with the NRHA, between the City, Nevada Rural Housing Authority and Senior Citizens of Humboldt County for driveway, parking lot, sewer and drainage system purposes. Motion carried unanimously.

### **FISCAL YEAR 2011-2012 REGIONAL TRANSPORTATION COMMISSION PROJECT PRIORITIES**

City Manager provided a brief history on the Regional Transportation Commission (RTC) funds, and noted due to stagnant gas tax revenues and rapid increases in street project costs over the past few years, the City is no longer able to fund street reconstruction projects with RTC funds. The RTC revenue typically covers only annual street maintenance projects (chip and cape seals). The ending RTC fund balance for June 30, 2011 is estimated to be \$727,000, and approximately \$550,000 in revenues are projected for fiscal year 2011-2012, which is a total of \$1,277,000 available through June 30, 2012. The top priority projects for fiscal year 2011 are approximately \$676,000 in chip/cape seal and valley gutter/curb return repairs. The fiscal year 2012 street sealing and secondary priority street projects total an estimated of \$1,395,000 for collector street cape sealing, residential street chip sealing, two commercial alleyway reconstructions, the Haskell/Bridge Street traffic signal system and the Water Canyon Road reconstruction project. The total projected expenditures for fiscal years 2010-2011 and 2011-2012 priority projects are \$2,071,000. West suggested the Council decide how to spend the available RTC funding, and possibly consider supplementing projects with the Capital Improvement fund street reserves (estimated at \$1,000,000). Various options were reviewed and discussed. A new asphalt blended with chipped tire rubber was discussed, but after reviewing the unknowns about the reliability of the product, staff recommended continuing with the heavy chip seal and slurry seal options for collector streets. Staff also recommended prioritizing the chip, cape and slurry seal projects as shown on the street map. Councilman Stone moved to adopt the priority list as submitted by staff in the form a resolution prioritizing fiscal year 2011-2012 Regional Transportation Commission (RTC) projects. Motion carried unanimously. Resolution Number 2011-09.

### **STAFF / COUNCIL REPORTS**

City Manager West received and immediately sent (to meet the submittal deadline) the grant application for the FAA airport paving/maintenance project (\$465,000 from FAA with a \$24,000 local match). The application will be placed on the next agenda for ratification. An acorn-LED retrofit light has been installed on the corner of Haskell and Bridge Streets for consideration. The lights should be bid soon. The Senior Apartment water main project is out to bid. There is a new police department hire for the Administrative Support I position in the office.

Councilman Stone said that the HDA met last week and accepted a proposal with UNR for Bill Sims and an assistant, and also discussed the Governor's proposal for economic development.

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It is unclear how the proposal affects rural areas. A letter may be sent to the Governor expressing how Winnemucca handles economic development. The State Director for Economic Development said the funding for the rural areas is not currently on the table for discussion. HDA is not sure what will happen at this point.

Councilman Cain attended the latest airport board meeting. The LEPC met but did not have a quorum.

Councilman Sheen said the landfill meeting was cancelled and the WCVA meets tomorrow.

Councilman Brooks reported Red Huber was happy with the way the City handled his sewer backup issue. The Economic Diversity group met and examples of their brochures were provided. The NNRC ordered a "yurt", which is a sheep herder-type tent, for the Water Canyon recreational area. NNRC is also working on the Sonoma connector trails with private owners. An inquiry was received from NNRC concerning the status of the bike trail. West said nothing new was reported in recent months. The Battle Mountain area four-wheeler trail is finished. A group of youth attended a mock party for training on how to handle a youth party in conjunction with the WPD and Frontier Coalition.

Mayor Putnam said a meeting discussing suicide prevention will be held tonight.

Mayor Putnam adjourned the meeting at 3:10 p.m. until the next scheduled regular meeting on May 3, 2011.

Respectfully submitted,

Eddy D. Davis  
City Clerk

**PASSED AND ADOPTED:** April 19, 2011

**VOTE OF COUNCIL:**

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

**APPROVED:**

**ATTEST:**

\_\_\_\_\_  
Di An Putnam  
Mayor

\_\_\_\_\_  
Eddy D. Davis  
City Clerk