

**CITY COUNCIL MINUTES
REGULAR MEETING
APRIL 23, 2013**

The Winnemucca City Council met in regular session on Tuesday, April 23, 2013 at 2:00 p.m. in the City Hall meeting room. Present: Mayor Di An Putnam, Councilmen Michael Owens, Doug Cain, Ken Tipton, Jim Billingsley and Paige Brooks. Staff present: City Manager Steve West, City Attorney Kent Maher and Administrative Assistant Lorrie Haaglund.

CALL TO ORDER:

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

APPROVAL OF MINUTES:

The April 9, 2013 minutes of the regular City Council meeting were presented for review. Councilman Cain made correction to his comment in the Staff-Council Report section that the LEPC will hold a shot clinic in addition to the table top exercise, but not at the Event Center. Councilman Brooks moved for approval as corrected. Motion carried unanimously.

APPROVAL OF WARRANTS:

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

PROCLAMATIONS / EMPLOYEE AWARDS:

Mayor Putnam recognized and thanked Public Works Director Roger Sutton for his time, diligence and dedication to the City with 5 years of service.

PUBLIC / PERSONAL COMMUNICATION / CORRESPONDENCE:

There were no public or personal communications or correspondence.

DISCUSSION / ACTION ON ITEMS OF BUSINESS & 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 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. Councilman Cain 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.

VESCO CITY PARK USE REQUEST / JULY 4th CELEBRATION / LIONS CLUB

Mayor Putnam said the request was an annual request without any changes from last year. Councilman Brooks moved to approve the request to use Vesco City Park on Thursday July 4 2013 for the annual Fourth of July activities and fireworks celebration hosted by the Winnemucca Host Lions Club. Motion carried unanimously.

STREET CLOSURE REQUEST / NORTHERN NEVADA RACING ASSOCIATION (NNRA)

Mayor Putnam stated the NNRA wants to continue the monthly Winnemucca Cruise Night, which in the past was hosted by the Chamber of Commerce. The request is for temporary closure of Bridge Street from Second Street to Fourth Street one time a month beginning May 9. The August 1 cruise night will be held in conjunction with the Fifties Fever event. City Manager West said in the past there were minimal problems with the event, and although the NNRA plans to have a different organization in charge of each monthly cruise, the NNRA will be responsible for coordinating each event. The Bridge Street closure will not block any of the cross streets. Councilman Billingsley moved to approve the temporary street closure of Bridge Street from Second Street to Fourth Street for Winnemucca Cruise Night on May 9, June 6, July 11, August 1 and September 12. Motion carried unanimously.

AGREEMENT FOR PROFESSIONAL SERVICES / FIRE STATION PROJECT DESIGN

Don Smit, Project One, said the new city fire station project can move forward, with Council approval, to prepare bid documents. Councilman Billingsley asked if all costs were included in the \$1.6 million estimate and Smit replied yes. Councilman Brooks asked what the next step will be. Smit said the next step is preparation of an AIA (American Institute of Architects) design services agreement for execution. Smit believes it may be useful to appoint a committee consisting of the fire chief, two firemen, the Mayor and the city manager to approve small changes as the project proceeds to avoid the delay of coming to the Council on minor matters. Billingsley agreed and asked if there was a timeline for construction. Smit said the schematics should be back in 10 to 14 days and then it will be 9 to 12 weeks for documents and specifications to be completed. Billingsley asked about construction time. Smit said that cannot be determined until there is a successful bidder, but it should be completed this year. Smit noted the geotechnical consultant has to be on site to do soil reports, and the site plans should be completed today by Desert Mountain Surveying. Councilman Cain moved to approve the city fire station project proposal as presented and to authorize the Mayor to sign the AIA agreement to move forward with the project. Motion carried unanimously.

FAA GRANT APPLICATION AUTHORIZATION / AIRPORT PERIMETER FENCING

City Manager West explained this is the third grant application submitted to FAA for airport improvements: the first was for land acquisition, the second for update to the Airport Layout Plan, and this one for fencing the last piece of property after it is purchased. Staff recommends submitting the grant application. Mayor Putnam stated the \$6,625 City contribution is minimal for the benefit of fencing the additional acreage. The federal funding portion will be \$99,375, for a project total of \$106,000. Councilman Cain moved to proceed with submitting the FAA grant application for the South end perimeter fencing at the airport. Motion carried unanimously.

SEPARATION OF THE OFFICES OF CITY CLERK AND CITY TREASURER

Mayor Putnam said the Council, by resolution unanimously adopted, may elect to combine the offices of City Clerk and City Treasurer into one office or to separate the combined office into two separate offices. City Attorney Maher stated that any appointments made today will not be effective until May 1, the effective date of the ordinance which allows the combining or separation of the offices. Councilman Owens moved to separate the combined office of City Clerk/City Treasurer into two separate offices of City Clerk and City Treasurer. Motion passed unanimously.

APPOINTMENT-CONFIRMATION OF CITY CLERK AND CITY TREASURER

Mayor Putnam appointed current City Administrative Assistant Lorrie Haaglund as City Clerk. Councilman Cain moved to confirm the appointment of Lorrie Haaglund as City Clerk. Motion carried unanimously.

Mayor Putnam stated several excellent candidates were interviewed for the position of City Treasurer, and current Humboldt County Comptroller Office employee Jesse Lindsey was appointed as City Treasurer. Lindsey has over 25 years in accounting and finances and has been with the County Comptroller's office for the past three years. She is familiar with the AS 400 system and has worked with payroll and governmental budgets. Councilman Cain (a County employee) said, based on his experience, Lindsey is very competent and will be a good addition to the City. Councilman Owens moved to confirm the appointment of Jesse Lindsey as City Treasurer. Motion carried unanimously.

Mayor Putnam stated the oaths of office for City Clerk and City Treasurer will be administered after May 1, the effective date of their appointments.

STAFF / COUNCIL REPORTS

Manager West reported: (i) he plans to attend the next school board meeting to request the proposed street and utility right-of-way for the Great Basin Drive extension project located adjacent to Lowry High School; (ii) he will attend the POOL/PACT annual board meeting in Reno this Thursday and Friday; and, (iii) the Water Canyon Road project has been changed from two twelve feet in width lanes to two fifteen feet in width travel lanes with a two feet in width shoulder along the west side and an eight feet in width aggregate base shoulder on the east side for walkers and bicyclists to use. It is anticipated the plans will be completed and the project will go to bid in the next few weeks.

Councilman Owens said he attended his first Landfill Committee meeting.

Councilman Billingsley said he had received an update on the Winnemucca BLM District.

Councilman Brooks said she attended the Bealls Clothing Store grand opening; the yurt in Water Canyon is scheduled to come down on May 18; and, the Every 15 Minutes exercise held at Lowry High School was a success.

Mayor Putnam said she attended a breakfast meeting with Newmont Mining and reported with the recent drop in the price of gold, Newmont is now focusing on safety and management skills in order to keep their costs down. They presented a program on safety and cyanide used in the gold mining process. She attended the Frontier Coalition fund raiser dinner which focuses on helping youth and young adults with drug, alcohol and behavioral issues. She reported the performing arts committee met and scheduled a public meeting on May 4 from 10 a.m. to 2 p.m. in the old gym of the Junior High School to solicit input from the public of the specific needs of a performing arts building. She also attended the grand opening of Bealls.

PUBLIC / PERSONAL COMMUNICATION / CORRESPONDENCE:

There were no public or personal communications or correspondence.

NOT APPROVED

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The meeting was adjourned at 2:45 p.m.

Respectfully submitted,

Lorrie Haaglund
Administrative Assistant

PASSED AND ADOPTED: May 7, 2013

VOTE OF COUNCIL:

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

APPROVED:

ATTEST:

Di An Putnam
Mayor

Lorrie Haaglund
City Clerk