

**CITY COUNCIL MINUTES
REGULAR MEETING
AUGUST 4, 2020**

The Winnemucca City Council met in regular session on Tuesday August 4, 2020 at 2:06 p.m. in the City Hall meeting room. Present (at the meeting room): Mayor Richard Stone; Council members Theresa Mavity, Vince Mendiola, and Paige Brooks; and, City Manager/Engineer Alicia Heiser, City Clerk Lorrie Haaglund and City Attorney Kent Maher. Present (via teleconference): Council member Jim Billingsley. Absent: Council member Mike Owens.

CALL TO ORDER:

Mayor Stone called the meeting to order at 2:06 p.m.

PUBLIC COMMENT-PERSONAL COMMUNICATION-CORRESPONDENCE:

There were no public comments, personal communications or correspondence.

MINUTES:

The July 14, 2020 City Council regular meeting minutes were reviewed and Council member Mavity moved for approval as submitted. 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:

The Fire Department retirement presentations will be made at a future meeting.

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 Mendiola 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.

REQUEST TO LEASE CITY-OWNED PROPERTY (SCOUT HUT) / AMERICAN LEGION

City Manager Heiser commented that the American Legion Post 5 submitted an inquiry about the American Legion possibly leasing the City-owned scout hut property at the corner of Harmony Road and South Street for the purpose of constructing a 3,000 to 3,500 square feet meeting hall which could be used by all local American Legion, Veterans and Scout groups. American Legion Commander Lewis Trout explained that the existing building on the property could either be incorporated into a new building or removed. The American Legion does not have enough funds to acquire the property and construct a building, but if they have an identified site which is pending acquisition through a lease or purchase, they may be able to obtain grant funds. They desire to have a 40-year ground lease with the City. City Attorney Maher said in order to comply with state law, the property must be appraised to determine the value. Mayor Stone noted this agenda item is for the limited purpose of determining if the Council has an interest in considering the proposal. Heiser said the cost of the appraisals will be

an unbudgeted expense. Council member Mendiola recommended that staff investigate the cost of the appraisals. Mayor Stone tabled this item until additional information is available.

DEFERRAL OF WATER AND SEWER CONNECTION FEES / SCHOMMER

City Manager Heiser explained that Patrick Schommer is requesting deferral of the water and sewer connection fees for a proposed single-family home construction project on six lots located on Lonnie Lane. Schommer currently has several homes under construction in the Winnemucca area in response to the housing shortage. By deferring the connection fees payment until the final inspection or six months, whichever happens first, Schommer can continue construction on a more accelerated basis. Jan Morrison, Humboldt Development Authority, advised she has been working with Schommer and other developers in the City, and she believes deferring payment of the connection fees could benefit the developers-contractors. Council member Mavity said the City needs to ensure there is a finite timeline for payment of the fees and be cautious because it sounds like the City could potentially receive similar requests. Council member Brooks agreed and said the City does not want to be a bank. Council member Mendiola moved to allow Schommer to defer payment of the water and sewer connection fees for the construction proposed on the six Lonnie Lane lots as requested with twenty percent (20%) of the connection fees paid when the building permit is issued and the remaining eighty percent (80%) of the fees paid on the sooner of the request for a Certificate of Occupancy or six months after the permit is issued. Motion carried unanimously.

DONATION OF PROPERTY TO CITY / GLENN

City Manager Heiser commented that Doug Glenn wants to donate to the City a parcel of land identified as APN 15-0042-08 that runs along the west side of Welch Drive from Summit Avenue to Ross Street. There is a City storm drain in the property that starts near the northwest corner of the National Avenue and Welch Drive intersection and continues south along Welch Drive. The parcel has no use to Glenn or any of the adjacent property owners. Council member Brooks moved to accept the offer of the APN 15-0042-08 property for donation to the City by the Douglas E. Glenn Trust. Motion carried unanimously.

POLICE DEPARTMENT PROPERTY-EVIDENCE VAULT AUDIT AGREEMENT

Police Chief Garrison explained that Legal and Liability Risk Management Institute (LLMRI) is available to conduct an audit of the police department property and evidence vault operations to help ensure that the practices and protocols are appropriate and legally compliant. A proposed agreement is included in the meeting packet. The cost of the audit is \$15,000. The Pool/Pact (the City liability insurer) risk management department indicated Pool/Pact will pay half the cost (\$7,500) as a risk mitigation incentive. The City portion will be paid from the police department budget. Council member Mavity moved to approve the proposed agreement as presented with Legal and Liability Risk Management Institute to conduct an audit of the police department property and evidence vault for the sum of \$15,000 and authorize Police Chief Garrison to sign the agreement. Motion carried unanimously.

COMMUNICATIONS EQUIPMENT-SERVICES PURCHASING AGREEMENT / NASPO VALUEPOINT-VERIZON WIRELESS-STATE OF NEVADA

City Manager Heiser noted the City has a services-equipment purchasing agreement dated April 10, 2012 with Verizon Wireless under the NASPO ValuePoint Contract Purchasing Agreement through the State of Nevada which expires December 31, 2020. A new agreement was entered into between NASPO ValuePoint LLC, Verizon Wireless and the State of Nevada which the City

can participate in and continue taking advantage of the savings for services-equipment purchases. Council member Brooks moved to enter into the Purchasing Entity Agreement as presented with NASPO ValuePoint and Verizon Wireless and authorize the Mayor to sign the agreement. Motion carried unanimously.

AURA IDENTITY GUARD SERVICE PROTECTION FOR CITY EMPLOYEES

City Manager Heiser said several public sector employers throughout the State, including the City of Winnemucca, received fraudulent unemployment claims from the Nevada Department of Employment, Training and Rehabilitation (DETR). The scammer/hacker must have access to personal identifying information such as a social security number to submit a claim. It is now a problem among Pool/Pact members and the Pool contracted with AURA to secure and offer group pricing for their Identity Guard product. Although the security breach does not appear to be through the City system, Heiser suggested it may be in the best interest of the City to purchase the Identity Guard protection for one year. The group pricing for one year of identity protection monitoring is \$59 per employee. The City currently has 66 employees in the payroll system and the total cost will be \$3,894. The County approved purchasing the AURA Identity Guard product for their employees. Heiser suggested the service be limited to active employees and not retirees. Council member Mendiola said he agreed and moved to authorize the purchase of the AURA Identity Guard service for active City employees for one year in the amount of \$3,894. Motion carried unanimously.

BLM RIGHT-OF-WAY GRANT / RAILROAD SPRING PIPELINE

City Manager Heiser explained the terms of the BLM right-of-way use permit grant for the Railroad Spring pipeline project include an option of paying for 10-year periods or paying for the entire thirty-year term of the grant. The ten-year cost is \$921.57, and the thirty-year cost is \$2,896.37. There is no interest and there is a \$130.00 processing fee. Heiser foresees the City using the right-of-way indefinitely and there are funds in the Railroad Spring project budget and the water fund capital improvement budget line item available to pay for a thirty-year term. Council member Mavity moved to accept the terms of the BLM right-of-way use permit grant for the Railroad Spring pipeline, authorize the Mayor to sign the grant agreement and authorize payment of the right-of-way fees in the amount of \$2,896.37 plus the \$130 processing fee. Motion carried unanimously.

PRIVATE ACTIVITY VOLUME BOND CAP TRANSFER REQUEST / NRHA

City Manager Heiser stated the Nevada Rural Housing Authority (NRHA) annually requests the City to authorize transfer of the unused City portion of the tax exempt private activity bond cap to the NRHA to use to finance single family residences for low to moderate income families. The bond cap transfer does not create any financial or other obligations for the City. Council member Brooks moved to approve the request to transfer the unused portion of the City 2020 tax exempt private activity volume bond cap allocation to the Nevada Rural Housing Rural Housing Authority. Motion carried unanimously.

CORONAVIRUS RELIEF FUND ELIGIBILITY CERTIFICATION

City Manager Heiser said the City was allocated \$1,416,040 from the Coronavirus Relief Fund. The initial one-half of the allocation is required to be spent or planned to be spent in a detailed spending proposal by September 1, 2020 in order to request a second allocation. The County received \$1.6M in funds. Heiser is working with Humboldt County Comptroller Gina Rackley and Humboldt County Grants Coordinator Rachelle Piquet to form a joint committee to accept

applications from small businesses, non-profits, the school district, hospital, and other eligible recipients to help persons impacted by the coronavirus pandemic. So far, the City has spent \$32,855 in coronavirus related expenses: \$6,825 for disinfection, sanitation and personal protection; \$15,813 for contact tracing; and, \$10,216 for paid family medical leave. Once the funds are accepted, the recipient must follow the Governor directives. In order to receive the second allocation, a plan for use must be submitted and there must be a showing of how the first half of the funds were spent or planned to be spent. The Humboldt County School District and the Winnemucca Boys and Girls Club have both submitted a letter of interest to request funds and present ideas on use of the requested funds. Council member Mendiola moved to approve and authorize the Mayor on behalf of the City to sign the Coronavirus Relief Fund Eligibility Certification and the Coronavirus Relief Fund Terms and Conditions for Local Governments. Motion carried unanimously.

PROPOSAL TO REDUCE FEES FOR PRIVATE FIRE PROTECTION SERVICE

City Manager Heiser explained that after the recent significant increase in the regular monthly water meter fees for private fire protection line services there was discussion about lowering the monthly fees or returning to the rates existing prior to the July 1, 2020 meter fee increase and implementing a per incident basis fee for the mostly unused meters. There are 23 fire protection service only meters in the City. The change will require an ordinance amendment of Section 13.08.230 of the Winnemucca Municipal Code. After discussion, it was the consensus of the Council to consider the proposal to revert the monthly fees for private fire protection line service to the former base rates and to impose a per incident fee if the system is used. The Mayor directed staff to proceed with the proposal.

BODE HOWARD MEMORIAL POOL

City Manager Heiser reported there are no major updates. Aquatic Design Group completed an on-site assessment at the Bode Howard Pool and looked at the recreation complex for the proposed site if the recommendation is to go with a new pool at a new site. Heiser said she is still waiting on the finished report with recommended design options. No action was taken.

STAFF-COUNCIL REPORTS

City Manager Heiser reported: (i) the Railroad Spring pipeline project will be advertised for bids once the executed right-of-way grant is received from the BLM; (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 sealing project is complete and was very successful; (v) the curb and gutter project was advertised for bids on August 12, with proposals due August 28 and the award anticipated at the September 8, 2020 City Council meeting; (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 the latest expansion at the Airport and staff is working with Desert Mountain Surveying to obtain a new legal description and the City Attorney on an amendment to the license agreement; and, (viii) the second Mormon cricket treatment was very successful, and the cricket population has decreased substantially.

Council member Mavity reported: (i) on the July 20, 2020 landfill committee meeting; (ii) the City is realizing the value of the relationship with Pool/Pact; and, (iii) she received some negative comments on the recent 44-hour softball tournament and suggested caution going forward with this tournament.

Council member Mendiola reported: (i) on the HDA meeting; (ii) the BuildNV Core Construction Program is still looking for participants and there are scholarships available; (iii) the Explore Your Future 2020 event was cancelled and plans for the 2021 event will combine Sophomores and Juniors; and, (iv) the NNRDA does not yet know what kind of budget cuts they may experience and if the cuts are 25% or more it will probably mean the loss of Jan Morrison, but County Manager Mendiola is working on potential ways to keep Morrison.

Council member Brooks attended and reported on the Superior Livestock Auction event.

Chief Garrison reported: (i) the Legal and Liability Risk Management Institute (LLMRI) will be on site Monday to begin the audit of the police department property and evidence vault operations; (ii) the department will be testing for two new Sergeants positions tomorrow and testing on August 15, 2020 for new officer positions; and, (iii) there has been a significant increase in tagging in the City and vandalism of City property.

Chad Peters commented there were a lot of problems with the adult 44-hour softball tournament and commended the youth softball leagues for the excellent job they do with their tournaments.

Mayor Stone signed a Mayor's challenge that supports suicide prevention and makes grant money available to local groups. The Humboldt Foundation awarded several scholarships. The NV League of Cities is cancelled this year. LUCID has a final State inspection scheduled for July 29, 2020 and they are hoping to open by the middle of August.

PUBLIC COMMENT:

There was no public comment.

The meeting was adjourned at 4:20 p.m.

Respectfully submitted,

Lorrie Haaglund
City Clerk

PASSED AND ADOPTED: August 18, 2020

VOTE OF COUNCIL:

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

APPROVED:

ATTEST:

Richard Stone
Mayor

Lorrie Haaglund
City Clerk