

City of Elko)
County of Elko)
State of Nevada)

SS February 24, 2015

The City Council of the City of Elko, State of Nevada met for a regular meeting beginning at 4:00 p.m., Tuesday, February 24, 2015.

This meeting was called to order by Mayor Chris Johnson.

NOTE: The order of the Agenda has been changed to reflect the order business was conducted.

Mayor Present: Chris J. Johnson

Council Present: Councilman John Rice *arrived at 4:51 pm*
Councilwoman Mandy Simons
Councilman Robert Schmidlein
Councilman Reece Keener

City Staff Present: Curtis Calder, City Manager
Scott Wilkinson, Assistant City Manager
Ryan Limberg, Utilities Director
Dawn Stout, Administrative Services Director
Shanell Owen, City Clerk
James Wiley, Parks and Recreation Director
Doug Gailey, Human Resources Manager
Dennis Strickland, Public Works Director
Mark Gibbs, Airport Director
Jeremy Draper, Development Manager
Dave Stanton, City Attorney
Matt Griego, Fire Chief
Ben Reed Jr., Police Chief
Rich Genseal, Police Lieutenant
Bob Thibault, Civil Engineer
Rick Magness, City Planner
Ted Schnoor, Building Official
Diann Byington, Recording Secretary

ROLL CALL

PLEDGE OF ALLEGIANCE

COMMENTS BY THE GENERAL PUBLIC

Pursuant to N.R.S. 241, this time is devoted to comments by the public, if any, and discussion of those comments. No action may be taken upon a matter raised under this item on the agenda until the matter itself has been specifically included on a successive agenda and identified as an item for possible action. **ACTION WILL NOT BE TAKEN**

Nichole Oritzson, 535 Morse Lane, spoke about Relay for Life and the upcoming scheduled events.

Yvette Waters, Committee against Domestic Violence (CADV), came to honor Shanell Owen for all her work and dedication to their cause over the years. Ms. Waters introduced her board members and presented Ms. Owen with a gift.

Shanell Owen, City Clerk, said a few words regarding her experiences with CADV.

APPROVAL OF MINUTES: February 10, 2015 Regular Session

The minutes were approved by general consent.

II. PERSONNEL

A. Employee Introductions:

1.) Heather Sanders, Records Technician

Present and introduced.

2.) Jeff Ford, Building Inspector

Present and introduced.

I. PRESENTATIONS

A. Presentation and possible approval of the Consolidated Annual Financial Report and Audit for the City of Elko for the Fiscal Year ending June 30, 2014, and matters related thereto. **FOR POSSIBLE ACTION**

Teri Gage with Eide Bailly, LLP will be in attendance to present the City of Elko's Fiscal Year 2013/2014 Financial Report. DS

Dawn Stout, Administrative Services Director, introduced Teri Gage.

Teri Gage, Eide Bailly, LLP, 975 5th Street, explained she wanted to present the audit report. She gave a presentation and explained their findings, violations and opinion. (Exhibit "A" Financial Statements) (Exhibit "B" Charts) (Exhibit "C" Letter) It was a pretty flat year for the city. Expenditures were very comparable to the prior year. Revenue and expenses were flat compared to a year ago. Revenue started to taper off and C-Tax decreased about \$1.3 million. Room taxes decreased about \$300,000. The number of employees stayed consistent with the previous year. When you see a change in expenses it was mostly in the salaries and benefits. The new accounting system was implemented this last year which was a huge endeavor. The Peace Park was donated to the city and that added about \$1 million to the assets. There were some statute violations: there were two over-expenditures where expenses exceeded what was budgeted and two funds that had deficit balances. Some standards were changed for auditors a few years back and they are required to report material items in the audit. Material items could be line items that were put in wrong. Government accounting standards keep getting more and more complicated. It is difficult for entities to keep up with all the new standards.

Mayor Johnson didn't agree the Youth Recreation Fund deficit should be an NRS violation.

Ms. Gage explained if your expenses exceed what you have budgeted, and then you don't transfer money over to that account in time, you will have an NRS violation. This audit had the fewest statute violations that the city has ever had.

Ms. Stout reminded council the budget is an estimate and that is what we try to meet but you never know when revenues are going to exceed or not exceed what you budget. In this instance we had a significant loss in revenue. There is no augmentation for that. Contingency is typically in the General Fund and we would have taken action to transfer contingency from the General Fund to the Youth Recreation Fund.

Ms. Gage said this is probably the most common type of NRS violation across the state.

Mayor Johnson asked what were the changes that made this audit more difficult.

Ms. Gage answered the new accounting system. They had to come in and retest controls over disbursements, payroll, utility billings and making sure that New World was recording things in the proper accounts, etc. In the last year, Ms. Stout and her staff have spent numerous hours just making sure everything is linked into the right accounts. We also had the implementation of GASB 65 this past year.

**** A motion was made by Councilman Keener, seconded by Councilwoman Simons, to accept the City of Elko Financial Report for 2013/2014 as submitted.**

The motion passed unanimously. (4-0)

IV. APPROPRIATIONS

- C. Review, consideration, and possible award of a contract for the construction of the City of Elko Police Station, and matters related thereto. **FOR POSSIBLE ACTION**

At the December 9, 2014 City Council meeting Staff was authorized to advertise for the construction of the Elko Police Station. Bids for the project were opened on February 17, 2015, a bid tab will be provided. JD

Jeremy Draper, Development Manager, explained they received seven bids and all the bids were close and competitive. We thought there were some issues with the apparent low bid. The City Attorney reviewed that and there was a memo prepared by Mr. Calder. We would like to award the project to MGM Construction along with all of the add alternates. We will bring the contract back to council to look at the power lines being moved.

David Stanton, City Attorney, said there was one issue that needed to be raised. The MGM bid had an irregularity where there was a page that indicated that the numbers needed to be written in numeric format and then written out. The other bids did both. The MGM bid just had the numbers. Council needs to consider that even though this is an irregularity, there is an obligation in statute to award the contract to the lowest responsive bidder with some other criteria being considered as well. The statute doesn't spell out how to go about analyzing an irregularity in the

bid like this one. There is a generally accepted test that courts have considered that City Council needs to consider when discussing that particular issue. It says in deciding whether a non-compliant bid for public works projects may be accepted or not, whether a defect would be waived, is; 1) whether the effect of the waiver would be to deprive the city of its assurance that a contract will be entered into, performed and guaranteed according to the specifications, and, 2) whether it is of a nature that a waiver would adversely affect competitive bidding by placing a bidder in a position of advantage over other bidders or by otherwise undermining the necessary standard competition. Does not having written the numbers out place that bidder at an advantage over the other bidders? These criteria need to be considered and resolved.

Councilman Rice arrived.

Mayor Johnson disclosed that as owner of Charles Chester Plumbing and Heating, he has been and is currently a subcontractor for MGM on the Wells Elementary School. They are also a subcontractor to MGM on the Elko County Office Complex and Adobe Middle School and Eureka. He is also a subcontractor for Ormaza Construction on the Jail Project. There is a bid invite for West Wendover and B&H has sent him an invitation to bid on that. The way competitive bidding works the general contractor has to take the low bid. He did not bid on the Police Station Project; therefore, he just wanted to disclose his business relationship with MGM. He will vote on the matter today. He asked Mr. Stanton to explain the issue to Councilman Rice who just arrived.

Mr. Stanton explained again. He suggested that council look at the numbers and determine if the numbers are legible. He couldn't find a single case that dealt with that issue specifically. The reason you spell it out and write the numbers is if there is a legibility problem then you have another number to rely on.

Councilman Schmidlein disclosed that Canyon Construction pulled drawings on the Police Station and submitted bid proposals to Ormaza Construction. He did not feel the effect of looking at the drawings has anything to do with any issues with awarding this to MGM.

Mr. Draper noted that when he opened up MGM's bid proposal he had no issue with reading the numbers. Ms. Owen left the room to make copies of the proposal numbers for council to look at. (Exhibit "D")

Councilwoman Simons asked about relocating the power lines.

Mr. Draper answered council will not consider that today.

Mayor Johnson called for public comment.

Council members reviewed MGM's bid sheet.

Dave Muhlestein, President MGM Construction, explained that when they are doing a bid and there is an error on the bid document it is typically in the written number. People are not used to writing the bigger numbers. Over the last 40 years they have not filled in that written form and

have been awarded 100's of contracts. In their opinion it is an option to fill in that written form even though some feel it is mandatory.

Councilman Schmidlein felt the numbers were very clearly written and there is no basis to throw the bid out. From an appeal standpoint a contractor will not have merit to argue this.

**** A motion was made by Councilman Rice, seconded by Councilman Keener, that upon review of the bid documents and listening to staff and the City Attorney's opinion on this, we find that the MGM bid, in spite of the irregularity, is declared as responsive and that declaration does not deprive us assurance that a contract will be entered into, performed and guaranteed according to its specific requirements, nor does it adversely affect competitive bidding by placing a bidder in a position of advantage over other bidders by otherwise undermining the necessary standard of competition and the base bid submittal form is clearly legible and shows that the base bid amount is \$4,598,433.**

The motion passed unanimously. (5-0)

**** A motion was made by Councilwoman Simons, seconded by Councilman Keener, to award the Police Station Project to MGM Construction with all additive alternates in the amount of \$5,377,979 pending a 5-day bid protest period.**

The motion passed unanimously. (5-0)

D. Review, consideration, and possible award of a contract for the Silver Street CDBG Project, and matters related thereto. **FOR POSSIBLE ACTION**

At the December 9, 2014, Council meeting, council rejected all bids received for the CDBG Silver Street Project and authorized staff to rebid the project. Bids were opened on February 13, 2015, a bid tabulation has been provided. JD

Mr. Draper explained they want to award the bid to Remington Construction for the base bid only in the amount of \$365,062. Remington had an error in their arithmetic and that increased the price of their bid. We visited with Mr. Stanton about this issue too. The safe thing to do is to base the award on what the bid total actually came out to and not what they wrote out on the bid form.

Councilman Schmidlein disclosed that his partners in Great Basin Engineering Contractors pulled drawings on this and provided a bid but he didn't feel that would have any effect on who they were trying to award this project to tonight.

Mayor Johnson called for public comment without a response.

**** A motion was made by Councilwoman Simons, seconded by Councilman Schmidlein, to award the Silver Street CDBG Project to Remington Construction with only the base bid without any alternates in the amount of \$365,062 pending a 5-day bid protest period.**

The motion passed unanimously. (5-0)

VII. PETITIONS, APPEALS, AND COMMUNICATIONS

- A. Ratification of the Police Chief issuing a 90-day temporary retail liquor and catering liquor license and issuing a regular retail liquor and caterer liquor license to Ginny Diaz, dba Sinfully Delicious, located at 780 W Silver Street, Suite 106, Elko, NV 89801, and matters related thereto. **FOR POSSIBLE ACTION**

Ben Reed, Jr., Police Chief, explained the applicant was present in the audience. Her background check was not problematic and they are good to go.

**** A motion was made by Councilman Keener, seconded by Councilman Schmidlein, to ratify the 90-day temporary retail liquor and catering license and issue a regular retail liquor and catering liquor license to Ginny Diaz, dba Sinfully Delicious, located at 780 W. Silver Street, Suite 106.**

The motion passed unanimously. (5-0)

V. NEW BUSINESS

- A. Review, consideration, and possible action to approve an Interlocal Agreement between the City of Elko and the Elko Band of the Te-Moak Tribe of Western Shoshone Indians to utilize the services of the Elko Building and Fire Departments, and matters related thereto. **FOR POSSIBLE ACTION**

Representatives from the Elko Band of the Te-Moak Tribe of Western Shoshone Indians have approached Staff requesting the City's cooperation in reviewing submitted plans and specifications, issuing appropriate permits and providing inspections of the construction in progress to verify that the construction is completed in accordance with applicable building codes and standards used by the City of Elko.

This request is for this single project to construct a seven (7) lot Modular Home Subdivision located at the Elko Colony. The Elko Band is willing to pay for all standard associated fees and a onetime fee for legal services in conjunction with the preparation of the agreement. Staff supports the request and feels we can facilitate the requested services without compromise to our current work-load. TS

Ted Schnoor, Building Official, explained this Interlocal Agreement is exactly the same agreement we had when they did the education center a few years back. Mr. Stanton has gone over the document. We have no concerns with following through with it.

**** A motion was made by Councilman Schmidlein, seconded by Councilman Rice, to approve an Interlocal Agreement between the City of Elko and the Elko Band of the Te-Moak Tribe of Western Shoshone Indians to utilize the services of the Elko Building and Fire Departments.**

The motion passed unanimously. (5-0)

- B. Review and Authorize Elko Regional Airport to enter into a reimbursable agreement to replace Runway 5/23 Visual Approach Slope Indicators (VASIs)

with Upgraded Precision Approach Path Indicator (PAPIs), and matters related thereto. **FOR POSSIBLE ACTION**

The airport's current VASIs were installed in 1976 and are slated for replacement by the Federal Aviation Administration Air Traffic Organization (FAA ATO). Authorization to enter into a reimbursable agreement with the FAA allows the airport to upgrade the precision approach navigational aids with modern PAPIs. This agreement will be associated with FAA AIP grant 46 already approved by Elko City Council on February 10, 2015. This will not increase the cost of the grant and costs associated with the PAPI replacement will be reimbursed by the FAA ATO to the City of Elko in full. New PAPIs will improve safety for pilots using Elko Regional Airport. The final reimbursable agreement with the FAA will be presented to Elko City Council in March upon final draft. MG

Mark Gibbs, Airport Director, gave a presentation (included in the packet). This navigational aide is the most important and utilized navigational aide for pilots into our airport. It is also required from the standard operating procedures for our passenger service airline Skywest, as well as our cargo carrier. Should this system go down those two operators could not operate from our airport. This navigational aide was installed in 1976. They are at the end of their useful life. The FAA no longer supports the technology that we currently have installed and recommend replacement. We want to use the best opportunity available to us for the closure of the runway to also replace the PAPIs. If we wait for the FAA to replace these themselves on their own dime without this reimbursable agreement, we then are looking at another 3 week shutdown and a suspension of passenger/cargo airline service for three weeks in the summer of 2016.

Councilwoman Simons asked if there is a match.

Mr. Gibbs answered there is no match. This is an FAA project and we are trying to use the window of opportunity with the runway closure to complete it.

Councilwoman Simons asked when we would be paid back.

Mr. Gibbs answered we would be paid back in June 2015. The first drawdown on this agreement will be to pay this \$250,000 reimbursable agreement for the PAPI. We will be floating this amount for a 3 month period.

Councilman Schmidlein asked if the FAA will be furnishing the PAPI. (Yes)

Councilman Keener asked if the new system, when it is installed, would allow a commercial aircraft to come in and land when we have low ceiling visibility.

Mr. Gibbs answered it will not change the procedures. We will not have any lower minimums because of this new technology.

**** A motion was made by Councilman Schmidlein, seconded by Councilman Rice, to authorize staff to coordinate PAPI Replacement Reimbursement Agreement with the Federal Aviation Administration Air Traffic Organization.**

The motion passed unanimously. (5-0)

- C. Review, consideration, and possible approval of a request from Great Basin Engineering Contractors, LLC to renew and/or extend the term of their T-Hangar Lease Agreement, and matters related thereto. **FOR POSSIBLE ACTION**

Great Basin Engineering Contractors, LLC T-Hangar Lease Agreement for airport hangar B12 will expire on June 30, 2015. The City of Elko has an established past practice of renewing and/or extending T-Hangar Leases that have previously expired, as long as the leases have remained in good standing. Additionally, airport ground leases of less than one-half an acre are no longer subject to appraisal/auction process for cities whose population is less than 25,000 (NRS 496.080). MG

Councilman Schmidlein disclosed that his partners that are owners of Great Basin Engineering Contractors are also partners of his with Canyon Construction and he recused himself from voting.

Mr. Gibbs said this is a straightforward renewal of a lease requested by the tenants.

**** A motion was made by Councilwoman Simons, seconded by Councilman Keener, to approve a 20-year T-Hangar Lease Extension to Great Basin Engineering Contractors, LLC.**

The motion passed. (4-0 Councilman Schmidlein abstained.)

- D. Review, discussion, and possible authorization for the Elko Municipal Court to retain administrative assessments and court facility fees, and matters related thereto. **FOR POSSIBLE ACTION**

A letter from Brent Goulding, Court Administrator has been included in the agenda packet for review. CC

Curtis Calder, City Manager, explained this is similar to previous action taken by the City Council for the previous two fiscal years. This is a routine item.

Councilwoman Simons disclosed her husband is the Judge of this Court, however, this is routine, we do it once a year and we get no financial benefit from this. This money by statute goes to the court. She will vote on it.

**** A motion was made by Councilman Keener, seconded by Councilman Rice, to continue to retain administrative and court facility fees for the ongoing and exclusive use of the Elko Municipal Court.**

The motion passed unanimously. (5-0)

- E. Review, consideration and possible approval of the 5-Year Capital Improvement Plan, and matters related thereto. **FOR POSSIBLE ACTION**

Each of the departments at the City of Elko met to provide coordination between the departments for projects over the next 5-years. The department heads prioritized their projects and set a budget for their projects to determine funding needs for each year. This coordination was then summarized on the attached 5-year Capital Improvement Plan for Council's consideration. JD

Mr. Draper explained this has been a good tool for the departments. They can use it to coordinate their projects and determine their budgets.

Councilman Schmidlein felt within four years and possibly five years, Errecart Blvd. needs to be considered because of the congestion and bottlenecking that occurs in that area. It would be a huge project but it needs to be considered.

Mr. Draper agreed that was a good project. We do have a lot of interest in development there.

Councilman Rice said that is something that is discussed regularly at the RTC but he will bring that up again at the next meeting.

Councilman Keener noted on the Centennial project, in the General Fund, there is nothing in there for 2016 and then in 2017 there is \$50,000. 2017 is when the anniversary of the Centennial is. He noticed the RDA has funding in there for 2016 in the amount of \$10,000 and then in 2017 in the amount of \$100,000. What is the methodology on arriving at those dates?

Mr. Draper explained one thing to remember is that this is for fiscal years. This does start in July so fiscal year 2016 will start July 1 of this year. Our thoughts for 2016 for that project is to do the design work during that year. Then fiscal year 2017 would be when we complete the construction project.

Councilwoman Simons noted there is a splash pad as a low priority five years out. Mr. Pinkston has talked about putting one in at his facility. If that happens are we still looking at doing an additional one?

James Wiley, Parks and Recreation Director, answered maybe not. There is also talk about one going into the Downtown Corridor. The splash pad comes up regularly. We put it in the plan as a placeholder knowing there are other options in the works right now.

Councilwoman Simons said the Youth Recreation doesn't have any kind of priority but you are budgeting \$50,000 in fiscal year 2016. Is that all the after school fun factory?

Mr. Wiley answered no. At the last council meeting you approved a budget transfer from the Recreation Fund up to \$50,000. That is to offset our deficit situation. That is what that is.

Councilwoman Simons was looking at how he prioritized the capital projects. To her the Sports Complex is something that would be amazing but if it doesn't get completed for 10 or even 15 years, we can squeak by. The Aquatics Center is something that in 10 years we may be at a point

where we will have to close it. Why one is a high priority and the other is a low priority. Should we be stashing away money for a new swimming pool instead of putting money towards a new sports complex?

Mr. Wiley said that decision goes back quite a few years. When we were first looking at a Recreation Center along with a new pool facility we spent quite a bit of time master planning and trying to land on a location for the facility. We landed on the location of the two existing softball fields. With the understanding that we are already in a shortage for field space, in order to get to that point we had to add at least two more sports fields to make the move to build that Aquatic Recreation Center Facility.

Councilwoman Simons acknowledged if we wanted to build the pool before the sports complex we would have to find another location.

Councilman Schmidlein asked, in reference to the capital projects, is 14th Street being considered on being redone in the next couple of years. River Street is on the list. Do we have any other streets in the city that need to be considered before or after River Street?

Dennis Strickland, Public Works Director, answered that has not been evaluated as a high priority. We are trying to pick them off one at a time.

Mr. Draper said the Street Department, under their sub-category, is allocated \$200,000 for the annual paving project. That can pick up some of the smaller streets to get those projects done. We are hoping to bring 14th Street back to council, along with the completion of Silver Street up to 15th Street.

Mayor Johnson asked about the expenses to the pool. Are those \$100,000 budgets because it is an old pool or is that a normal expense to any pool?

Mr. Draper answered it is partially because it is an old pool. The \$200,000 is a roof rehab. The de-humidification equipment for the swimming pool is \$200,000. There are soft spots on the roof that we need to address. The rest of that is based on the historic maintenance of the pool.

Mr. Wiley said a lot of that is due to the age of the facility. Historically, if we go back ten years, we have budgeted \$100,000 because we just didn't know what may come up. We were planning on doing a shower and restroom renovation to clean them up. We had \$100,000 budgeted to look into what that would cost. We got potential issues with boilers, plumbing and all sorts of little things that add up to about \$100,000 every year. The big unknown this year will be the roof. We have pushed the restroom renovation back a year to address the issues with the roof.

Mayor Johnson asked about the building structure and the pool. They had asked that staff take a good look at the pool and determine if it has surpassed its life. Instead of putting money into an old structure, should the city put money into a new structure?

Mr. Draper answered that is something they have started looking at but they do not have a definite determination yet. One thing they see in year 4 is that they are starting to put \$500,000 each year towards that aquatic center.

Scott Wilkinson, Assistant City Manager, wanted a quick discussion on the connectivity of Silver to Manzanita. Maybe have Mr. Strickland talk about what we could do this year. If you look at that we don't have any capital budgeted for the upcoming year but our goal is to have the legal descriptions for that right-of-way back to the council. If we could get some connectivity there that could relieve some congestion that we currently have at 12th and Idaho.

Mr. Strickland said they have thought about that portion of 14th Street. When the Police Station gets done they may have to do something with that section depending on how high that usage is. We are also looking at trying to get that connectivity from Silver to Manzanita. If city forces were involved with the work, we feel we could get at least 30 ft. of pavement across there. We can get that thing roughed in with 30 ft. of pavement at today's prices somewhere around \$300,000 with the city crews doing that work.

Ryan Limberg, Utilities Director, said water and sewer has tried to match up with the timing of the other departments on the capital plan. A change to another department's budget will also change his budget.

Mr. Strickland felt River Street could be a good candidate for CDBG funds. As we finish up some of these other grants we can start applying to CDBG for River Street.

**** A motion was made by Councilman Keener, seconded by Councilman Rice, to approve the Five Year Capital Improvement Plan as presented.**

The motion passed unanimously. (5-0)

VIII. 6:00 P.M. PUBLIC HEARINGS

- A. Review, consideration, and possible action to adopt Resolution No. 05-15, a resolution of the Elko City Council adopting a change in zoning district boundaries from County Open Space to LI (Light Industrial) upon annexation of property to the City, involving approximately 8.875 acres of property located approximately 2,700 feet northeast of the intersection of East Idaho Street and Manzanita Lane, filed by N.A. Degerstrom, Inc. and processed as Rezone No. 1-15, and matters related thereto. **FOR POSSIBLE ACTION**

The Planning Commission considered the subject zone change request during a regular meeting on February 3, 2015. It took action to forward a recommendation to City Council to adopt a resolution which approves Rezone No. 1-15 upon annexation of property to the City. The Commission included findings in support of its recommendation. RM

Rick Magness, City Planner, explained there is a companion item on the agenda that relates to this item. The applicant is present in the audience. We are here to consider this resolution. The applicant wants to annex this property into the city and rezone it LI. There is a difference in acreage between the two items and that is because of the I80 interchange. He recommended this item be approved.

Shanell Owen, City Clerk, said that due to a numbering conflict, she needed to correct the Resolution number to 06-15.

Mayor Johnson called for public comment without a response.

**** A motion was made by Councilwoman Simons, seconded by Councilman Rice, to adopt Resolution No. 06-15 conditioned upon annexation of the property in to the city.**

The motion passed unanimously. (5-0)

VI. RESOLUTIONS AND ORDINANCES

- A. First Reading of Ordinance No. 791, an ordinance increasing the corporate limits of the City of Elko, Nevada, pursuant to the provisions of N.R.S. 268.670 annexing thereto a certain tract of land partially contiguous to and not embraced within the present limits of the City of Elko described as follows: a parcel of land located approximately 2,700 feet northeast of the intersection of East Idaho Street and Manzanita Lane in Section 30, T.35 N., R.56 E., M.D.B. & M., City of Elko, Nevada, consisting of 11.985 acres, more or less, filed by N.A. Degerstrom, Inc. and processed as Annexation No. 3-14, and to direct Staff to set the matter for public hearing, second reading and possible adoption, and matters related thereto.
- FOR POSSIBLE ACTION**

City Council accepted the petition for the subject annexation on January 13, 2015 and directed Staff to continue with the annexation process by referring the matter to the Planning Commission. The Planning Commission considered the annexation on February 3, 2015 and took action to forward a recommendation of approval with findings back to the City Council. RM

Mr. Magness explained Idaho Street is the frontage to an Elko parcel. To the rear of this property is the actual property being considered for annexation. It seems orderly to have this annexation done. Then the applicant will be able to operate the entire parcel under city jurisdiction.

Mayor Johnson called for public comment without a response.

**** A motion was made by Councilman Keener, seconded by Councilman Rice, to conduct the First Reading of Ordinance No. 791 and direct staff to set the matter for Public Hearing, Second Reading and possible Adoption.**

The motion passed unanimously. (5-0)

III. CONSENT AGENDA

- A. Review, consideration, and possible adoption of the remainder of Chapter three Employment policy which includes: 3.7 Limit of Applicant pool to Most Qualified, 3.8 Examination Process, 3.9 Eligible Lists, 3.10 Referral of Applicants for Hire, 3.11 Interviewing Applicants, 3.12 Selection, 3.13 Correction of

Administrative Errors, 3.14 Reference checks, 3.15 Applicant/Employee Investigation, 3.16 Offers of Employment, 3.17 Orientation, 3.19 failure to Appear for Work, 3.20 Transfers, 3.21 Promotions, 3.22 Rehire, 3.23 Casual/Temporary/Seasonal Employment, 3.24 License/Occupational Certification, and 3.25 Volunteer Program, and matters related thereto. **FOR POSSIBLE ACTION**

The Employment Policy is a new policy and has been formatted consistent with POOL/PACT HR recommendations. DG

- B. Review, consideration, and possible adoption of Position Classification Plan Policy, and matters related thereto. **FOR POSSIBLE ACTION**

The Position Classification Plan Policy is a new policy and has been formatted consistent with POOL/PACT HR recommendations. DG

- C. Review, consideration, and possible action to authorize City Staff to give a landfill voucher to adult volunteers that participate in the “*Take Pride in Your Community Cleanup, Greenup, Recycle Event and Prescription Drug Roundup*” event, and matters related thereto. **FOR POSSIBLE ACTION**

This year’s “*Take Pride in Your Community Cleanup, Greenup, Recycle Event and Prescription Drug Roundup*” event is scheduled for Saturday, April 25, 2015. In the past, the City Council has provided one voucher to the adult volunteers that were engaged in cleaning public property/right-of-ways. The voucher concept was very popular with the volunteers and affords them the same opportunity to remove waste from their personal property and dispose of it without having to pay a tipping fee at the landfill. In order to provide these volunteers the same opportunity as other citizens, these vouchers would be good for one day. DS

**** A motion was made by Councilman Rice, seconded by Councilman Keener, to approve the Consent Agenda.**

The motion passed unanimously. (5-0)

IV. APPROPRIATIONS (Cont.)

- A. Review and possible approval of Warrants. **FOR POSSIBLE ACTION**

**** A motion was made by Councilman Rice, seconded by Councilman Schmidlein, to approve the warrants, not specified as anything other than warrants.**

The motion passed unanimously. (5-0)

- B. Review and possible approval of Charles Chester Plumbing and Heating Warrants. **FOR POSSIBLE ACTION**

**** A motion was made by Councilman Rice, seconded by Councilman Keener, to approve the Charles Chester Plumbing and Heating warrants.**

The motion passed. (4-0 Mayor Johnson abstained.)

IX. REPORTS

- A. Mayor and City Council
Mayor Johnson thought Shanell Owen's honor from CADV was great. It takes a lot to make a community. It's great when groups like Relay For Life pick City Council to make announcements for community events. Congratulations to City Staff and Council for the award of the Police Station.
- B. City Manager – 2015 Legislative Update
Curtis Calder reported the first hearing for the air service development bill (SB125) is scheduled for this Friday. There may be a special council meeting in March. Possible dates were discussed.
- C. Assistant City Manager
Scott Wilkinson updated council on the ongoing efforts and negotiations for a waterline at Exit 298.
- D. Utilities Director
Ryan Limberg reported the annual water quality report has been sent out. The water quality was good.
- E. Public Works
- F. Airport Director
- G. City Attorney
- H. Fire Chief
Matt Griego passed out his newsletter. (Exhibit "E") Elko County Fire has made their transition to Central Dispatch and they are in the process of moving the rural departments over.
- I. Police Chief
Ben Reed Jr. reported on the progress of E911.
- J. City Clerk
- K. City Planner
- L. Development Manager
- M. Administrative Services Director
- N. Parks and Recreation Director
James Wiley reported that the Golf Course officially opened today.
- O. Civil Engineer
- P. Building Official

COMMENTS BY THE GENERAL PUBLIC

Pursuant to N.R.S. 241, this time is devoted to comments by the public, if any, and discussion of those comments. No action may be taken upon a matter raised under this item on the agenda until the matter itself has been specifically included on a successive agenda and identified as an item for possible action. **ACTION WILL NOT BE TAKEN**

There were no public comments.

There being no further business, Mayor Chris Johnson adjourned the meeting.

Mayor Chris Johnson

Shanell Owen, City Clerk