



## **CITY OF WEST WENDOVER**

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### **WEST WENDOVER CITY COUNCIL MINUTES OF THE REGULAR MEETING OF OCTOBER 4, 2011**

The West Wendover City Council met for a regular meeting on October 4, 2011. The meeting was held at the West Wendover City Hall, Council Chambers #137. Mayor Pro-tem Carter presided.

Council Members Present: Bryant Blake, Roy Briggs, Emily Carter and Johnny Gorum

Council Members Absent: Izzy Gutierrez

Others Present: Dixie Melville, Mike Crawford, Yvette Waters, Ron Supp, Jeff Knudtson, Bryce Kimber, Chris Melville and Anna Bartlome

The following proceedings were had.

#### **1. CALL TO ORDER AND ROLL CALL**

Mayor Pro-tem Carter called the meeting to order at 7:00 p.m. All those present and excused are noted above.

#### **2. PLEDGE OF ALLEGIANCE**

Mayor Pro-tem Carter led those present in the Pledge of Allegiance.

#### **3. COMMENTS FROM THE GENERAL PUBLIC:**

None offered or received.

#### **4. \*APPROVAL OF THE MINUTES:**

Council Member Gorum made the motion to approve the minutes of the regular meeting of September 20, 2011. The motion was seconded by Council Member Briggs and passed unanimously.

#### **5. CONSENT CALENDAR**

**\*a. Discussion and Decision to Adopt Resolution #2011-17; A Resolution Establishing a Special Revenue Fund for the Stabilization of Operations for the City of West Wendover, Restricting the Funds within the City's Special Revenue Fund in Accordance with the Governmental Accounting Standards Board Pronouncement Number 54 and Other Matters Appropriately Related Thereto**

Chris Melville gave a presentation regarding the proposed resolution for a stabilization fund. The presentation included why a fund like this would be established (if actual revenue falls at least 10% or in the case of a natural disaster), maximum amount that can be in the fund (10% of previous fiscal year general fund balance), and that the fund can be built up over several years does not have to be completely funded at once. General discussion was had regarding the special revenue fund, what circumstances it could be used for, that if a fund like this had been in place the wage cut would not have happened, and when a final decision would have to be made on adopting the resolution. Council Member Blake made the motion to table this item until final budget preparation for fiscal year 2012-2013. The motion was seconded by Council Member Gorum and passed unanimously.

#### **6. NEW BUSINESS**

**\*a. Discussion and Decision for Approval of the 2011 EMPG Grant through the State of Nevada and Other Matters Appropriately Related Thereto**

Jeff Knudtson explained that this grant paid for a quarter of the Emergency Managers wages for the year and needed to be approved by Council. Council Member Gorum made a motion to approve of the 2011 EMPG Grant through the State of Nevada and the 2012 EMPG Grant through the State of Nevada. It was stated that a motion for each item would need to be done. Council Member Gorum made the motion to approve the 2011 EMPG Grant through the State of Nevada. The motion was seconded by Council Member Briggs and passed unanimously.

**\*b. Discussion and Decision for Approval of the 2012 EMPG Grant through the State of Nevada and Other Matters Appropriately Related Thereto**

Jeff Knudtson stated that this item is same as the above item just for the next fiscal year. Council Member Blake made the motion to approve the 2012 EMPG Grant through the State of Nevada. The motion was seconded by Council Member Briggs and passed unanimously.

**c. Discussion Regarding the Contract for Services and Lease Agreement (Medical Clinic) Between the City of West Wendover and Nevada Health Centers, Inc. and Other Matters Appropriately Related Thereto**

Council Member Carter stated that the contract with the clinic expired August 31<sup>st</sup> and is now operating month to month. Council Member Carter stated that in conversations with Tom Chase he was interested in having other entities contribute as had been done previously. It was stated that Peppermill was still willing to offer housing.

**7. DEPARTMENT UPDATES**

**Fire Chief** – Jeff Knudtson had nothing to add to memo, which stated that over the month of September there have been no wild land fires worth mentioning. The training for Firefighter 1 practicals is continuing every week but once a month when training for medical response is done.

The department responded to the following incidents from January 1, 2011 to September 28, 2011.

Fires	20
Overpressure rupture, explosion, overheat – no fire	0
Rescue and Emergency Medical Service	171
Hazardous Condition – No Fire	5
Service Call	53
Good Intent Call	23
False Alarm and False Call	9
Severe Weather and Natural Disaster	0
Special Incident Type	48

Agenda taken out of order, Department Updates Public Works Director heard next, see below.

**Police Chief** – Ron Supp stated that a grant had been received for a Domestic Violence Advocate and the program is up and running. Ron also stated that the grant will be up for renewal on the next agenda. Yvette Waters from Harbor House explained that 280 pinwheels will be placed around the Wendover Will monument for each reported incident of domestic violence since January 1, 2011. Yvette explained that Harbor House meets with the victims and helps them through the system. Council Member Gorum stated that he hopes the number of incidents goes down. Council Member Blake thanked those involved for their help. Council Member Briggs asked if there was anything that could be done to make a stronger statement of no tolerance regarding domestic violence. It was stated that October is also Domestic Violence Awareness Month.

The memo stated that there is nothing new to report regarding the Reserve Officer Program but that training is continuing. Interviews for a dispatcher will be conducted October 5, 2011.

The department responded to the following for the month of September.  
September

Calls for Service	651
Adult Arrests	19
Warrants Served	5
Juvenile Arrests	0
Citations Issued	126
Transports	18
Field Interviews	8
Civil Papers Served	52

**City Clerk/Records Officer** – Nothing.

**Chief Financial Officer**

**Public Works Director** – Bryce Kimber had nothing to add to memo, which stated that Aqua Environmental disinfected the 3-mile reservoir and then the necessary bacteria tests were taken. The department installed twenty more residential meters over the month. There had been two sewer plugs this month that have been fixed. The crew erected a monument at Victory Highway for the Transcontinental Phone Line. The garbage department has been busy this month with more cans out on the Salt Flats for races and a cleanup project taking place at Ibapah. Work was done on the residential garbage truck which included a treadle valve and a diesel fuel line. One of the sand filters went down at the Reuse plant but with the help of the Public Works crew it was back up and running in a day and a half. The Waste Water Phase 2 project is moving along well. The floor is poured in the membrane building. All of the new sidewalks have been poured as well as replacing some of the old sidewalks that had to be removed for the construction. The stand by generator and the overhead electric crane have arrived on site.

Agenda taken back in order, Department Updates Police Chief heard next, see above.

**City Manager** – Chris Melville explained that a meeting will need to be set to discuss the CFO recruitment (October 13<sup>th</sup> at 4:00 p.m.). Chris reminded the Council of the evaluation meeting on October 14<sup>th</sup>, the evaluations are for the Police Chief, Public Works Director and City Clerk. Chris also explained that a draft of the personnel policy would be going out to be reviewed before final adoption the first part of November.

The memo stated that the Waste Water Phase 2 project is 40% completed and expenditures approaching three million. The ribbon cutting ceremony for the EECBG City Hall Solar Project was held September 29<sup>th</sup>. With the landscape plan approved for the Wendover Boulevard Enhancement Phase 1 the 90% drawings are wrapped up. After the meeting with NDOT on October 3<sup>rd</sup> with regards to the widening of the access/easement on the south side of Wendover Boulevard between Pizza Hut and Blue Boutique, we will be able to proceed with final approval from NDOT and get the plans wrapped up before the end of the year. Audit preparation work for the 2010-2011 fiscal year budget continues with onsite work to begin mid-October. The consolidated tax is up from the previous year's number and was the highest July number in the past five years. An audit of the Waste Water Upgrade Phase 1 (Headworks) was completed today with a final report out in a couple of months. The TIGER Grant was presented to Wendover Utah which then voted to participate in the project. The DOT has selected the grant awards for the 2011 Small Community Air Service Development Program and we were not selected but we will prepare and file again next year. The Elko County Economic Diversification Authority (ECEDA) was in town shooting footage for a new video they plan to have out at the end of October. Chris attended a CDBG forum which set the dates and provided information for this year's program.

**8. COMMUNICATIONS**

None offered.

**9. \*APPROVAL OF THE CLAIMS:**

Council Member Gorum made the motion to approve the claims for October 4, 2011. The motion was seconded by Council Member Briggs and passed unanimously.

**10. \*NEXT MEETING DATE AND ADJOURNMENT**

There is a special meeting on October 13, 2011 at 4:00 p.m. at the West Wendover City Hall, Conference Room #115 regarding the CFO recruitment. There is a special meeting on October 14, 2011 at 4:00 p.m. at the West Wendover City Hall, Conference Room #115 for evaluations of the Police Chief, Public Works Director and City Clerk. The next regular meeting is October 18, 2011 at 7:00 p.m. at the West Wendover City Hall, Council Chambers #137. Council Member Blake made the motion to adjourn at 7:55 p.m. The motion was seconded by Council Member Briggs and passed unanimously.

ATTEST:

Anna E. Bartlome  
City Clerk/Records Officer