



CITY OF WEST WENDOVER

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WEST WENDOVER CITY COUNCIL MINUTES OF THE REGULAR MEETING OF DECEMBER 15, 2009

The West Wendover City Council met for a regular meeting on December 15, 2009. The meeting was held at the West Wendover City Hall, Council Chambers #137. Mayor Andersen presided.

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

Others Present: Kim Lambourne, Dixie Melville, Bryce Kimber, Michael Michelsen, Tammera Weyland, Scott Weyland, Ron Supp, Jeff Knudtson, Sondra Schmidt, Chris Melville and Anna Bartlome

The following proceedings were had.

1. CALL TO ORDER AND ROLL CALL

Mayor Andersen called the meeting to order at 7:05 p.m. All those present and excused are noted above.

2. PLEDGE OF ALLEGIANCE

Mayor Andersen 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 Blake had some changes to the minutes of December 1, 2009.

Under New Business the changes are as follows:

Item a: *“Chris Melville explained that as per the code requirements Mr. Bangarter had submitted final plan for repainting the building.”*

“Scott Bangarter stated that the repainting will improve the whole area and he would like to begin painting as soon as the weather is warm enough to painted.”

Council Member Carter made the motion to approve the minutes of the regular meeting of December 1, 2009 with the changes as noted above. The motion was seconded by Council Member Gorum and passed unanimously.

5. CONSENT CALENDAR

***a. Discussion and Decision to Consent to the Mayoral Proclamation Declaring a Half-Day Holiday on Christmas Eve, December 24, 2009**

Mayor Andersen read the above entitled proclamation (see attached). General discussion was had regarding whether the half-day should be given every year and what type of cost there would be with the half-day holiday. It was explained that the only increase in cost would be for those employees such as the Police and Public Works who would be working. Council Member Carter had a change to the proclamation, on sentence two the word are should be changed to our. Council Member Gorum made the motion to consent to the Mayoral

Proclamation declaring a half-day holiday on Christmas Eve, December 24, 2009 with the change as noted above. The motion was seconded by Council Member Briggs and passed unanimously.

Due to there being a technical issue with the video recording system a break was asked for in order to fix the system. Council Member Blake made a motion to take a break at 7:13 p.m. The motion was seconded by Council Member Carter and passed unanimously.

Mayor Andersen called the meeting back to order at 7:23 p.m.

6. NEW BUSINESS

***a. Discussion and Decision to Adopt the Energy Retrofit Project Plan List for the City of West Wendover per NRS 338.1907 and Other Matters Appropriately Related Thereto**

Chris Melville explained what requirements would need to be in our plan list. The list by priority is as follows: 1) solar array at West Wendover City Hall, 2) LED conversion of school caution lights on Elko Avenue, 3) Waste Water Phase 2 facility upgrade, 4) conversion of City decorative street lighting to LED, and 5) conversion of cobra-style street lights to LED. Chris explained that the list would be submitted by January 1st. Council Member Gorum made the motion to adopt the Energy Retrofit Project Plan List for the City of West Wendover per NRS 338.1907. The motion was seconded by Council Member Carter and passed unanimously.

***b. Discussion and Decision to Accept the Completed Annual Audit and Other Matters Appropriately Related Thereto**

Michael Michelsen explained that the audit is done on a test basis, the standards under which the audit is done and any significant findings. Michael Michelsen went through the various audit reports, starting with the standard unqualified report, which is what the City wants to receive as part of the audit. Michael Michelsen explained that the audit found three control deficiencies considered to be significant.

Agenda taken out of order, Public Hearing heard next, see below.

Michael Michelsen went through the reports dealing with the audit of Federal funds. Michael Michelsen explained the steps taken dealing with the three control deficiencies discussed above. The first finding was the CFO transferring funds, auditing bank accounts and reconciling the bank statements; the finding has been corrected with some of the functions being separated. The second finding dealt with cash disbursement and that one person had been responsible for the whole process; finding had been corrected with some of the functions being separated. The last finding dealt with the inventory system, issue has been corrected with a new system for fuel being used and other controls being implemented. Michael Michelsen stated that they are required to report on the findings from last year with most of the issues being corrected except two. Those issues were the cash disbursement and not upgrading the accounting program as planned but steps were taken to involve additional people as discussed. Michael Michelsen explained a change from the audit last year. The liability to maintain and close the landfill post closure had to be accrued in the financial statements but the insurance policy transfers all liability to the insurance company. Council Member Carter made the motion to accept the annual audit. The motion was seconded by Council Member Briggs and passed unanimously.

***c. Discussion and Decision for Selection and Approval of a Project for the Community Development Block Grant Program 2010, and Authorization for Staff to Prepare and Mayor to Execute Any Such Applications, Documents or Agreements as Necessary for the Selected Project and Other Matters Appropriately Related Thereto**

Chris Melville explained the six potential projects, which are as follows:

- Pedestrian enhancements including sidewalk, curb, gutter, pavement patch and lighting for the east side of Wells Avenue from Butte Street to Wendover Boulevard, approximately 1,650 feet. Estimated cost of \$170,000.00.
- Pedestrian enhancements including sidewalk, curb, gutter and retaining wall for the east side of Camper Drive from the Library to the connecting sidewalk with the new softball fields and then west side of Camper Drive from the southern property line of Red Garter Hotel & Casino to Wendover Boulevard. Estimated cost of \$200,000.00.
- Pedestrian enhancements including sidewalk on North Gene L. Jones Way. Estimated cost of \$135,000.00.
- Sidewalk repair phase 2 throughout the community. Project would repair damaged areas of sidewalk, curb and gutter in community similar to last construction CDBG project. Estimated cost of \$190,000.00.
- Storm drainage master plan. Project would develop a storm water master plan for the City much like the water, sewer and planning master plans. Estimated cost of \$40,000.00.
- Emergency operations plan. Project would develop an emergency operations plan for the City, which would cover city hazards, emergencies, and evacuations, outline of department responsibilities, duties of employees, agencies and officials. Estimated cost of \$35,000.00.

General discussion was had regarding current and future budgets, whether to do a planning or construction grant, and the need for an emergency operations plan. Council Member Gorum made the motion to select the Emergency Operations Plan for the Community Development Block Grant Program 2010, and authorize the staff to prepare and Mayor to execute any such applications, documents or agreements as necessary for the selected project. The motion was seconded by Council Member Carter and passed unanimously.

***d. Discussion and Decision to Approve Change Orders No. 44, with Regard to the West Wendover Government Complex and Other Matters Appropriately Related Thereto**

Chris Melville explained that this is the final change order and is as follows:

Change Order #44: Provide electrical changes not shown in drawings caused by JAVS (audio/video recording system for Council/Court Chambers) requirements. For an increase of \$7,929.78.

Council Member Carter made the motion to approve change order #44 with regard to the West Wendover Government Complex in the amount of \$7,929.78. The motion was seconded by Council Member Gorum and passed unanimously.

7. OLD BUSINESS

***a. Discussion and Decision for Approval of Final Site Plan for the West Wendover Recreation District Recreation Center and Other Matters Appropriately Related Thereto**

Chris Melville explained that this item had been forwarded from a previous meeting and would ask for approval with conditions. Chris explained the items that the City Engineer said are remaining to be completed, which are submitting a landscape/irrigation plan (has been completed but Engineers copy of plans did not have correct page), construction easement and to reference West Wendover standards not APWA, general details (chain link fence), handicap ramp, sewer manhole, grades entrance walkways, architectural details show a 30” curb and gutter and the civil drawings show a 24” curb and gutter. Council Member Gorum made the motion to approve the final site plan for the West Wendover Recreation Center conditional upon approval from the City Manager and City Engineer. The motion was seconded by Council Member Blake and passed unanimously.

8. PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the City Council of the City of West Wendover intends to vacate a portion of Wendover Boulevard within the S½SE¼ and SE¼SW¼ of Section 8, T. 33 N., R. 70 E., M.D.B.&M. within the City of West Wendover, Nevada, and cause title to

revert to **Wendover Project, LLC, a Nevada limited liability company**, owner of the abutting property and successor of the granting party. The portion of said street being vacated is more particularly described as follows:

A parcel of land located in Section 8, T.33N., R. 70E., M.D.B.&M., City of West Wendover, Nevada more particularly described by metes and bounds as follows:

Commencing at the southeast corner of said Section 8 which the southwest corner of the southeast quarter (SE ¼) of said Section 8 bears S89 04'47"W, a distance of 2642.45 feet; thence S89 04'47"W, along the southerly boundary line of said Section 8, a distance of 574.54 feet to the Point of Beginning, said point being 60.00 feet southwesterly and perpendicular to the centerline of Wendover Boulevard; thence continuing S89 04'47"W, along the southerly boundary line of said Section 8 a distance of 631.17 feet to a point being 200.00 feet southwesterly and perpendicular to the centerline of Wendover Boulevard; thence N78 06'18"W along a line 200.00 feet from and parallel to the centerline of Wendover Boulevard, a distance of 2780.86 feet to a point of curvature for a curve to the left, having a radius of 4800.00 feet; thence northwesterly, along said curve, through a central angle of 00 34'21", an arc distance of 47.97 feet to a point on the westerly boundary line of the southeast quarter (SE ¼) of the southwest quarter (SW ¼) of said Section 8; thence N00 56'48"W, along the westerly boundary line of the southeast quarter (SE ¼) of the southwest quarter (SW ¼) of said Section 8, a distance of 143.17 feet to a point on a curve concave southerly, having a radius of 4940.00 feet, a radial line to said point bears N10 58'10"E, said point is 60.00 feet southwesterly and perpendicular to the centerline of Wendover Boulevard; thence southeasterly, along said curve, through a central angle of 00 55'32", an arc distance of 79.79 feet to a point of tangency; thence S78 06'18"E, along a line 60.00 feet from and parallel to the centerline of Wendover Boulevard, a distance of 3396.31 feet to the Point of Beginning. Containing 10.13 acres of land, more or less.

The West Wendover City Council shall further consider the advisability of the vacation of the street parcel and the adoption of a resolution vacating the same with the reversion of title as above stated at a meeting of said Council to be held in the West Wendover City Hall, Council Chambers Room #137, located at 1111 North Gene L. Jones Way, West Wendover, Nevada on December 15, 2009 at 7:30 p.m. All interested persons may appear at the meeting of the Council and be heard.

Mayor Andersen closed the regular portion of the meeting and opened the public hearing portion of the meeting.

Chris Melville explained that the purpose of the vacation is to complete the agreement with Wendover Project LLC. Chris explained that the City would vacate 140' of the original 200' easement originally granted and the remaining easement would cover the utilities in that area. Chris explained some of the benefits for vacating the easement, which included more of the property being able to be developed, additional ROW's granted for the Charboneau property and the future Leppy Hills Boulevard. Chris stated that the notices had been sent out to the adjacent property owners with a question from Scott Bangerter concerning access to the Plaza. Chris explained that the access to the Plaza was one of the permanent accesses that the City kept.

There being no further public comment, Mayor Andersen closed the public hearing portion of the meeting and opened the regular portion of the meeting.

***Discussion and Decision to Adopt Resolution #2009-18; A Resolution and Order Vacating a Portion of Wendover Boulevard within the S½SE¼ and SE¼SW¼ of Section 8, T. 33N., R. 70E., M.D.B.&M. within the City of West Wendover, State of Nevada**
Council Member Blake made the motion to adopt Resolution #2009-18, a resolution and order vacating a portion of Wendover Boulevard within the S½SE¼ and SE¼SW¼ of Section 8, T. 33N., R. 70E., M.D.B.&M. within the City of West Wendover, State of Nevada. The motion was seconded by Council Member Carter and passed unanimously.

Agenda taken back in order, New Business item b continued, see above.

9. COMMUNICATIONS

Chris Melville explained that the City will be receiving funding for the clinic from the transportation bill just passed by the Senate. Chris explained that the judging for the Christmas lighting program would be on December 22, 2009. Chris went through some of the donations received for the Christmas lighting program, which included power credits from WREC, 8 buffet tickets from Peppermill, Montego Bay and Rainbow, 4 buffet and 4 coffee shop tickets from Wendover Nugget, 2 ATV rides from Intermountain Guide, 4 rounds of golf from Toana Vista Golf Course and a \$40.00 certificate from Smith's. Those prizes are in addition to cash from the City. Chris stated that the second round of tourism grants had been received. Chris stated that the carpet in the Council Chambers and conference rooms would be replaced on December 21st. There will be a special meeting on January 5th to open bids for the former City Offices. Chris stated that a response had been received from Nevada Health Centers on the letter from the City. Chris explained that the Johnson Springs staff went to Shafter Well #6 to see what work had been done.

Council Member Gorum asked who was currently doing the mapping throughout the City. It was stated that it might be Wells Rural Electric Company.

10. *APPROVAL OF THE CLAIMS:

Council Member Gorum made the motion to approve the claims of December 15, 2009 and the November hand checks. The motion was seconded by Council Member Carter and passed unanimously.

11. *NEXT MEETING DATE AND ADJOURNMENT

The next meeting date is January 5, 2010 with a special meeting at 6:00 p.m. and a regular meeting at 7:00 p.m. and will be held at the West Wendover City Hall, Council Chambers #137. Council Member Carter made the motion to adjourn at 8:30 p.m. The motion was seconded by Council Member Briggs and passed unanimously.

ATTEST:

Anna E. Bartlome
City Clerk/Records Officer

MAYORAL PROCLAMATION

WHEREAS, Christmas and the holiday season is a time to come together and celebrate;
and

WHEREAS, there are many challenges and uncertainty at this time we should renew our
dedication to each other and our traditions; and

WHEREAS, Christmas and the holiday season is a time to spend in the company of
family and friends; and

WHEREAS, the Mayor wishes to show appreciation for all of the hard work of the City
Employees by declaring a half work day on Christmas Eve as a holiday;

NOW, THEREFORE, I, Donald H. Andersen, Mayor of the City of West Wendover,
with consent of the City Council do hereby declare from 12:00 p.m. on December 24th
2009 as **Christmas Eve Holiday**.

In Witness Thereof, I have hereunto set my hand and caused the Seal of the City of
West Wendover to be affixed this 15th day of December 2009.




Mayor Donald H. Andersen