



CITY OF WEST WENDOVER

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WEST WENDOVER CITY COUNCIL MINUTES OF THE REGULAR MEETING OF JUNE 3, 2008

The West Wendover City Council met for a regular meeting on June 3, 2008. The meeting was held at the West Wendover Library, Pilot Peak Room. Mayor Thaut presided.

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

Council Members Absent: Jamey Christie

Others Present: Bryce Kimber, Jeff Knudtson, Doug Smith, Russ McMullen, Ron Supp, Shane Bostock, Scott Weyland, Corinne Copelan, Leon Flinders, Brenda Flinders, Deeanna Croasmun, Clayton Carter, Chris Melville and Anna Bartlome

The following proceedings were had.

1. **CALL TO ORDER AND ROLL CALL**
Mayor Thaut called the meeting to order at 7:00 p.m. All those present and excused are noted above.
2. **PLEDGE OF ALLEGIANCE**
Mayor Thaut let 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 May 20, 2008. The motion was seconded by Council Member Carter and passed unanimously.

Agenda taken as follows.

6. **NEW BUSINESS**
 - *a. **Discussion and Decision Regarding Acceptance of Renewal Proposal from Nevada Public Agency Insurance Pool (POOL) and Approval for Payment from Fiscal Year 2008-2009 Funds**
Russ McMullen and Doug Smith explained the proposal which included an eleven percent increase. General discussion was had regarding various incidents that have affected other communities in the past year, including the earthquake in Wells and the flood in Fernley, and the increase in the cities rate due to various factors over the past year. Council Member Gorum made the motion to accept the renewal proposal from Nevada Public Agency Insurance Pool (POOL) and approval for payment from fiscal year 2008-2009 funds in the amount \$157271.54. The motion was seconded by Council Member Carter and passed unanimously.

***b. Discussion and Decision Regarding Waiving or Reducing Fees for Garbage Service and Building Permits and Other Matters Appropriately Related Thereto**

Shane Bostock explained that he had lost his home to a fire a few weeks ago and would like to ask if there was any way to waive some of the garbage fees. General discussion was had regarding whether precedent would be set by waiving the fees, possibly extending the due date and having no penalties. Council Member Carter made the motion to not waive the fees for garbage service but extend the payment arrangement with no penalties for Shane Bostock for his removal of his current home for placement of new home. The motion was seconded by Council Member Briggs and passed unanimously.

***c. Review and Decision Regarding Land and Option Agreement Involving the Vacation of Sycamore Way and Other Related Transfers of Property Between the City of West Wendover, Joyce Harris as Trustee for the Harvey and Joyce Harris Trust, James and Joan Jacobsen and Silver Summit LTD Company**

Chris Melville explained that there had been previous approval to proceed if there were not significant changes to the agreement, but there were two changes to be made aware of. The changes included needing additional land for the Right of Way for Pueblo Boulevard, which is a 100 foot Right of Way not 60 foot, the amount of acres in the development agreement from fifteen acres to eighteen acres, and the surveyor is finishing up the second parcel map. Council Member Carter made the motion to approve the land and option agreement involving the vacation of Sycamore Way and other related transfers of property between the City of West Wendover, Joyce Harris as Trustee for the Harvey and Joyce Harris Trust, James and Joan Jacobsen and Silver Summit LTD Company with the changes noted above. The motion was seconded by Council Member Briggs and passed unanimously.

***d. Discussion and Decision to Approve Vacation Map for Existing Sycamore Way Right of Way**

Chris Melville explained that the vacation map shows the property that would be vacated back to the property owner. The property vacated is the existing Sycamore Way from Pueblo Boulevard north. Council Member Carter made the motion to approve the vacation map for existing Sycamore Way Right of Way. The motion was seconded by Council Member Briggs and passed unanimously.

***e. Discussion and Decision to Approve Parcel Map for the Harvey and Joyce Harris Trust**

Chris Melville explained that there will be two parcel maps with this map being Parcel Map 1, which would create three parcels. There is the new Sycamore Way, the new Harris main parcel to the west, parcel B2 to the north and parcel B3 to the south. The next parcel map would include two additional parcels split from there and the new access road into the Jacobsen property. Council Member Gorum made the motion to approve the parcel map for the Harvey and Joyce Harris Trust, Parcel Map 1. The motion was seconded by Council Member Briggs and passed unanimously.

***f. Discussion and Decision on Attending the Nevada League of Cities and Municipalities 49th Annual Conference in Fallon Nevada on August 20-23, 2008 and Other Matters Appropriately Related Thereto**

Mayor Thaut explained that this was on the agenda to get a count of approximately how many people plan on attending the conference. General discussion was had regarding where the conference would be held, types of meetings that take place and the POWER workshop that is also takes place at the conference. Council Member Carter made the motion to authorize up to eight people to attend the Nevada League of Cities and Municipalities 49th Annual Conference in Fallon Nevada on August 20-23, 2008. The motion was seconded by Council Member Rowley II and passed unanimously.

***g. Discussion and Decision to Authorize Staff to Prepare and Place Advertisements for Filling the Upcoming Vacancy of the Chief Financial Officer and Authorization to Proceed with Appropriate Hiring Process**

Chris Melville explained that would hope to have someone on board to spend time with Leon Flinders for at least two months, hopefully have someone hired early October. General discussion was had regarding the length of advertising, where to advertise, base of salary, and who to possibly have on the selection committee. Council Member Carter made the motion to

authorize staff to prepare and place advertisement for filling the upcoming vacancy of the Chief Financial Officer and authorize to proceed with appropriate hiring processes with relocation at \$2,000.00 and advertising up to \$12,000.00. The motion was seconded by Council Member Briggs and passed unanimously.

5. **CONSENT CALENDAR**

***a. Second Reading and Adoption of Ordinance #2008-02; An Ordinance Entitled “Fingerprint Submission Code Amendment”, Which Amends the City Fingerprint Code to Make Changes for Additional Specificity to Comply with New Requirements of the Federal Bureau of Investigations Concerning Fingerprint Submissions Wherever Such are Required by City Code or Resolution of the Council for Background Investigations in Various Employment, Licensing, Permitting and Other Permissible Categories for Such Investigation**

Mayor Thaut read the above entitled ordinance. Chris Melville explained that he had received an email from the FBI specialist and if it is adopted as is they will accept it. Council Member Carter made a motion to adopt Ordinance #2008-02, an ordinance entitled “Fingerprint Submission Code Amendment”, which amends the City Fingerprint Code to make changes for additional specificity to comply with new requirements of the Federal Bureau of Investigations concerning fingerprint submissions wherever such are required by City Code or resolution of the Council for background investigations in various employment, licensing, permitting and other permissible categories for such investigation. The motion was seconded by Council Member Gorum and passed unanimously.

***b. Discussion and Decision to Adopt Resolution #2008-09, A Resolution Augmenting the General Fund for the 2007-2008 Budget of the City of West Wendover**

Leon Flinders explained that the changes included building permits and licenses for a property that did not happen in the fiscal year. Council Member Carter made the motion to adopt Resolution #2008-09, a resolution augmenting the General Fund for the 2007-2008 budget of the City of West Wendover. The motion was seconded by Council Member Briggs and passed unanimously.

***c. Discussion and Decision to Adopt Resolution #2008-10, A Resolution Augmenting the Seizure/Forfeiture Fund for the 2007-2008 Budget of the City of West Wendover**

Leon Flinders explained that the city received a forfeiture that was not expecting. Council Member Gorum made the motion to adopt Resolution #2008-10, a resolution augmenting the Seizure/Forfeiture Fund for the 2007-2008 budget of the City of West Wendover. The motion was seconded by Council Member Briggs and passed unanimously.

***d. Discussion and Decision to Adopt Resolution #2008-11, A Resolution Augmenting the Recreation Fund for the 2007-2008 Budget of the City of West Wendover**

Leon Flinders explained that there has been a substantial increase in the room tax revenue. Council Member Carter made the motion to adopt Resolution #2008-11, a resolution augmenting the Recreation Fund for the 2007-2008 budget of the City of West Wendover. The motion was seconded by Council Member Rowley II and passed unanimously.

***e. Discussion and Decision to Adopt Resolution #2008-12, A Resolution Augmenting the Court Administrative Assessments Fund for the 2007-2008 Budget of the City of West Wendover**

Leon Flinders explained that additional revenue had been received. Council Member Gorum made the motion to adopt Resolution #2008-12, a resolution augmenting the Court Administrative Assessments Fund for the 2007-2008 budget of the City of West Wendover. The motion was seconded by Council Member Carter and passed unanimously.

***f. Discussion and Decision to Adopt Resolution #2008-13, A Resolution Augmenting the Medical Clinic Facilities Fund for the 2007-2008 Budget of the City of West Wendover**

Leon Flinders explained that interest had not been budgeted for this account. Council Member Briggs made the motion to adopt Resolution #2008-13, a resolution augmenting the Medical Clinic Facilities Fund for the 2007-2008 budget of the City of West Wendover. The motion was seconded by Council Member Rowley II and passed unanimously.

***g. Discussion and Decision to Adopt Resolution #2008-14, A Resolution Augmenting the Grant Fund for the 2007-2008 Budget of the City of West Wendover**

Leon Flinders explained that Leppy Hills had been budgeted at a higher amount but due to a change in the scope of the project it came in lower. Also the difference in the CDBG Wendover Boulevard/Wells Avenue project was due to a timing issue. The donations from private sources had been budgeted for the current year but had been received in the prior year. Council Member Carter made the motion to adopt Resolution #2008-14, a resolution augmenting the Grant Fund for the 2007-2008 budget of the City of West Wendover. The motion was seconded by Council Member Rowley II and passed unanimously.

***h. Discussion and Decision to Adopt Resolution #2008-15, A Resolution Augmenting the Welcome Center Fund for the 2007-2008 Budget of the City of West Wendover**

Leon Flinders explained that the major difference was due to receiving more funds from the Elko County Recreation District and the operating transfer from the General Fund. Council Member Carter made the motion to adopt Resolution #2008-15, a resolution augmenting the Welcome Center Fund for the 2007-2008 budget of the City of West Wendover. The motion was seconded by Council Member Briggs and passed unanimously.

***i. Discussion and Decision to Adopt Resolution #2008-16, A Resolution Augmenting the Wendover Will Monument Fund for the 2007-2008 Budget of the City of West Wendover**

Leon Flinders explained that this fund was created to track the donations for Wendover Will. Discussion was had regarding when the next brick run would be. Council Member Gorum made the motion to adopt Resolution #2008-16, a resolution augmenting the Wendover Will Monument Fund for the 2007-2008 budget of the City of West Wendover. The motion was seconded by Council Member Rowley II and passed unanimously.

***j. Discussion and Decision to Adopt Resolution #2008-17, A Resolution Augmenting the Ad Valorem Capital Projects Fund for the 2007-2008 Budget of the City of West Wendover**

Leon Flinders explained that we received revenue from the County. Council Member Briggs made the motion to adopt Resolution #2008-17, a resolution augmenting the Ad Valorem Capital Projects Fund for the 2007-2008 budget of the City of West Wendover. The motion was seconded by Council Member Carter and passed unanimously.

***k. Discussion and Decision to Adopt Resolution #2008-18, A Resolution Augmenting the Capital Projects Fund for the 2007-2008 Budget of the City of West Wendover**

Leon Flinders explained that the changes to this fund include the delay of starting the City Hall project and the sale of the two parcels of land. Council Member Carter made the motion to adopt Resolution #2008-18, a resolution augmenting the Capital Projects Fund for the 2007-2008 budget of the City of West Wendover. The motion was seconded by Council Member Briggs and passed unanimously.

***l. Discussion and Decision to Adopt Resolution #2008-19, A Resolution Augmenting the UILR Fund for the 2007-2008 Budget of the City of West Wendover**

Leon Flinders explained that UILR stands for unemployment liability reserve and is created because the City is self insured. Council Member Briggs made the motion to adopt Resolution #2008-19, a resolution augmenting the UILR Fund for the 2007-2008 budget of the City of West Wendover. The motion was seconded by Council Member Rowley II and passed unanimously.

***m. Discussion and Decision to Adopt Resolution #2008-20, A Resolution Adopting the Elko County Multi-Jurisdictional Hazard Mitigation Plan**

Jeff Knudtson explained that the City had approved the plan but that it needs to be adopted by resolution. Council Member Gorum made the motion to adopt Resolution #2008-20, a resolution adopting the Elko County Multi-Jurisdictional Hazard Mitigation Plan. The motion was seconded by Council Member Briggs and passed unanimously.

7. DEPARTMENT UPDATES

Fire Chief – Jeff Knudtson explained that the burn trailer would be going to Fallon for the Nevada States Firefighter Association Conference. The memo included the breakdown of major incident types from January 1st to June 3rd as follows: 9 fires, 121 rescue & emergency medical service, 6 hazardous condition, 9 service call, 23 good intent call, 11 false alarm & false call, 1 severe weather & natural disaster, and 23 special incident type.

Police Chief – Ron Supp explained that the only thing to add to memo was that the Senate attached the BYRNE/JAG Grant to the war spending bill and moved it forward to the House. The MDA ride would be June 7th and the Car Show would be June 13-15. The memo stated that there have been some problems with the installation of equipment for the new patrol vehicles that has delayed the deployment of the vehicles. The background checks are continuing for the open patrol position. The hardware for the new computer system has been installed and the Police Department will be sending some personnel for training the week of July 7th. The department responded to the following: 456 calls for service, 26 adult arrests, 10 warrants served, 5 juvenile arrests, issued 152 citations, conducted 21 field interviews, 27 transports, and issued 62 civil papers.

City Clerk/Records Officer – Nothing.

Chief Financial Officer – Nothing.

Public Works Director – Bryce Kimber had nothing to add to memo, which stated that there has been a small problem with water pressure on Humboldt Circle. There has been a small water leak below the land tank but in order to fix the leak water for the whole town would need to be shutoff, looking at some options to fix it without having to shut the whole town off. Spring cleanup was successful. The new storm drain on Tibbets has been completed with only two sections of driveway needed to be poured for the whole project to be finished. The memo further stated that Tracy Gonzales has resigned from the compost plant.

City Manager – Chris Melville explained that the bids for the City Hall Complex would be opened on June 12, 2008 at 2:00 p.m. and should be awarded on June 17, 2008. The deeds for the Scobie Park and the remainder parcel (lower ball field) have been executed by the Mayor. The fifteen lots are out for sale and would close June 17th with the meeting at 5:00 p.m. with award taking place at the June 17th meeting at 7:00 p.m. The Logistics/Industrial Park infrastructure includes a change order for the Airport Way portion of that project. Council Member Gorum stated that if he could help with the DW Reynolds Grant he would.

8. COMMUNICATIONS

Council Member Carter stated that the shirts for 4th of July had been ordered and the park festivities would take place at Johnston Field in Wendover Utah. The theme of the 4th of July is “United in Freedom”.

Chris Melville stated that for the Bonneville 100 race on June 21st volunteers are needed.

9. *APPROVAL OF THE CLAIMS:

Council Member Gorum made the motion to approve the claims for June 3, 2008, March insurance, April insurance and May insurance. The motion was seconded by Council Member Carter and passed unanimously.

10. *NEXT MEETING DATE AND ADJOURNMENT

The next meeting date is a special meeting on June 17, 2008 at 5:00 p.m. and a regular meeting on June 17, 2008 at 7:00 p.m. both meetings will be held at the West Wendover Library, Pilot Peak Room. Council Member Carter made the motion to adjourn at 8:25 p.m. The motion was seconded by Council Member Briggs and passed unanimously.

ATTEST:

Anna E. Bartlome
City Clerk/Records Officer