



GARDNERVILLE TOWN BOARD

Meeting Agenda

Lloyd Higuera, Chairman
Mary Wenner, Vice Chairwoman
Cassandra Jones, Board Member
Ken Miller, Board Member
Linda Slater, Board Member

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Contact: Carol Louthan, Office Manager
Senior for any questions or additional
information. You may also view the
board packet online at the town's website.

Tuesday, December 1, 2015

4:30 p.m.

Gardnerville Town Hall

Chairman Higuera went over the invocation policy and notice on the agenda with board members and the public.

INVOCATION – Rich Lamay, High Sierra Fellowship

4:30 P.M. The meeting was called to order by Chairman Higuera and a determination of a quorum was made.

PRESENT:

Lloyd Higuera, Chairman
Mary Wenner, Vice-Chairman
Cassandra Jones
Ken Miller
Linda Slater

Michael S. Rowe, Town Counsel
Tom Dallaire, Town Manager/Engineer
Paula Lochridge, Main Street Manager
Geoff LaCost, Maintenance Superintendent
Carol Louthan, Administrative Services Manager

PLEDGE OF ALLEGIANCE – Chairman Lloyd Higuera led the flag salute.

PUBLIC INTEREST COMMENTS (No Action)

This portion of the meeting is open to the public to speak on any topic not on the agenda and must be limited to 3 minutes. The Gardnerville Town Board is prohibited by law from taking immediate action on issues raised by the public that are not listed on the agenda.

No public comment.

FOR POSSIBLE ACTION: APPROVAL OF AGENDA, with public comment prior to Board action.

The Gardnerville Town Board reserves the right to take items in a different order to accomplish business in the most efficient manner.

Vice-Chairman Wenner asked to make a correction to the agenda. After item number 9 that should be 10; 10 should be 11 and 11 should be 12.

Motion Slater/Wenner to approve the agenda with the exception that we list item number 10 directly following item number 9.

No public comment.

Upon call for the vote, motion carried unanimously.

FOR POSSIBLE ACTION: APPROVAL OF PREVIOUS MINUTES:

November 3, 2015 Regular Board meeting, with public comment prior to Board action.

Mrs. Slater asked for a correction on page 9 the name Andy H-a-i-f-e-n is spelled incorrectly. It should be H-a-f-e-n.

Motion Wenner/Jones to approve the previous minutes with the correction Linda stated.

No public comment.

Upon call for the vote, motion carried unanimously.

CONSENT CALENDAR FOR POSSIBLE ACTION

Items appearing on the Consent Calendar are items that may be adopted with one motion **after public comment**. Consent items may be pulled at the request of Town Board members wishing to have an item or items discussed further. When items are pulled for discussion, they will be automatically placed at the beginning of the Administrative Agenda.

1. **For Possible Action:** Correspondence
Read and noted.
2. **For Possible Action:** Health and Sanitation & Public Works Departments Monthly Report of activities
Accepted.
3. **For Possible Action:** Approve November 2015 claims
Approved.
4. **For Possible Action:** Approve Health and Sanitation write-offs
Approved.
5. **For Possible Action:** Approve the urban forestry annual work plan update, with public comment prior to Board action.
Approved.

Motion Slater/Miller to accept the consent calendar.

No public comment.

Upon call for the vote, motion carried unanimously.

ADMINISTRATIVE AGENDA

(Any agenda items pulled from the Consent Calendar will be heard at this point)

6.  **Not for Possible Action:** Discussion on the Main Street Program Manager's Monthly Report of activities for November 2015.

Mrs. Lochridge pointed out there is information in the packet on the Refresh that National Main Street is doing for the national program. They are being rebranded as Main Street America. Main Street Minden had their board training on November 12th. We arranged for our contact with the California Main Street Association, Nora Coro to do their training. One of the main reasons I wanted to be there was to see what kind of information she was sharing and possibly having her come back after the holidays to do this with our own board. We would also like to extend that invitation to you. On Small Business Saturday, from some of the businesses I talked to that participated in the event, said they had a really great turnout. We partnered with the Chamber and this year we also included Main Street Minden. Lowe's has finished up their projects over at the garden. They did an incredible job. We are going to visit them tomorrow and present them with certificates. The design committee painted a bunch of thank you rocks that will be presented to the manager and volunteers that helped with the project. We have another check and order in for a bench. That will bring our total to 16 benches the program has brought into the downtown.

Chairman Higuera asked if the reboot of Main Street America will affect us.

Mrs. Lochridge responded she is still trying to find out. They are trying to give it a restart. They just want to re-launch it because more and more programs are getting involved. They are seeing what works and what doesn't work. They are still part of the national preservation council, but they are trying to do their own thing and separate a little bit so they have their own identity.

7.  **For Possible Action:** Discussion to approve, approve with modifications or deny a request by Richard L Clark, C/O Hankins Group to annex 3.27 acres to the Town of Gardnerville APN: 1220-10-601-002, located at 1144 N Highway 395 (on the west side of the highway); with public comment prior to board action.

Mr. Dallaire reported this item came forward in February 2014 and it was part of our approval to annex. What was submitted was an area of our town annexation map. The highway line on the east side of Highway 395 is where the town boundary goes. It will extend across the highway and go around the four parcels they are proposing. They are just working through the process. They will request MGSD to provide sewer and the town to provide trash service.

Mr. Miller asked if this has any effect on what GRID is doing?

Mr. Dallaire answered no.

Mrs. Slater asked if they met all of the conditions of approval.

Mr. Dallaire advised they are working on it. This isn't the final parcel map. They haven't split it yet. They are just starting the process. This has the legal description we need to complete the annexation map.

Mr. Miller asked if Rich Clark is a resident of the area.

Mr. Dallaire did not believe so. I believe he is out of Lompoc. Mark Neuffer is the local contact with Alta Consulting.

No public comment.

Motion Wenner/Slater to approve the annexation request by Richard L. Clark c/o Hankins Group to annex 3.7 acres of property, APN 1220-10-601-002 located at 1144 North Highway 395. Motion carried unanimously.

8.  **For Possible Action: Discussion on:**
- a. the purchase of one used bucket truck, not to exceed the budgeted amount of \$80,000 for the replacement of the town's 1995 Ford F350 31' boom truck, and
 - b. to approve sending the 1995 Ford boom truck to auction once the replacement bucket truck arrives,
- authorizing the town manager to sign all the required documentation for the purchase and release of the bucket trucks; with public comment prior to board action.**

Mr. Dallaire reported page 8-3 shows the results of the bids. We are recommending the utility crane versalift for \$62,877. The utility crane vehicle is still out of compliance with the new emission. This one has low mileage.

Mr. Miller asked if Minden was using our bucket truck at one time.

Mr. Dallaire agreed off and on they did when it was available. They bought their own two years ago. This one is the only long bed option proposed. It has the swivel. It met all the criteria. This has a fiberglas body which is lighter weight.

Mr. Miller noticed on the possible action you had the amount of \$80,000. We don't need that high of an amount.

Mr. Dallaire referenced the recommended motion in board packet.

Mrs. Slater asked when the money comes back in from the auction, where is it going to go?

Mr. Dallaire will put it back into the 614 fund. It is the capital improvement fund. They will be training all the people that use it and deliver it.

No public comment.

Motion Miller/Slater to approve purchasing truck ID #151103 in the amount of \$62,877 and authorize the town manager to sign all required documentation for the purchase and release of the used bucket truck we presently have. Motion carried.

9.  **Not For Possible Action: Discussion on the Town Attorney's Monthly Report of activities for November 2015.**

Mr. Rowe reported it has been a quiet month. The main activity has been the resolution on invocation. The resolution on invocation requires Ken and I annually go over the list to be invited to present an invocation. In going through the resolution we noticed that the italicized notice is required to be on the agenda and that the chairman is required to say we have adopted this policy. We really hadn't been following that up until this meeting. In the process of going through it, we can make some tweaks to the resolution and bring it into play. The resolution currently says the entire notice should be read aloud by the chairman. I went back through the Town of Greece versus Galloway

opinion and it is not required. So I would propose tweaking Resolution 15-01 a little to make it consistent with what happened tonight. The main reason the Supreme Court approved the Town of Greece opinion was because no one was coerced into joining or not joining in the invocation. They just simply said we will have the invocation and if you would like to join okay. The court referred to that and said nobody was required to be a part of this. The appellants didn't have to feel like they were coerced. I think that is something that will make it a little more user friendly. I will work with Tom on getting that back before you. It's mainly in paragraph 16 and 17. Other than that, there is the trash truck issue. Tom and I will be getting together next Tuesday to go over the latest information received from Peterbilt. I think I would like to meet with board members. It is not under the open meeting law to meet with counsel on a matter under your supervision, control or jurisdiction. All five of you can be present. I want to discuss what we think is coming out of them and see what your take is on it once we have been able to gather all the information. We just recently heard from Peterbilt and are waiting to hear from the body folks. If it is possible I'd like to meet with the five board members and Tom. We don't have to involve staff.

Mr. Dallaire shared Peterbilt sent a revised warranty extending it another year. They sent the report a few days later. All of their technicians saw the spikes in the hydraulic system. Peterbilt or Cummings is saying the body is requesting more power than what the engine needs to make or was spec'd to make. They are saying the body is the issue. They were thinking the warranty would help. I think it is to the point either get us a new truck or figure out what's wrong with this one.

Mr. Miller stated the extended warranty doesn't keep it out of the shop. As long as it's in the shop we don't have use of it. So what good does an extended warranty do us.

Mrs. Jones advised this is public record right now. We should be careful how much we say because it is discoverable and usable. That's why Mike wanted us to have the conversation.

Mr. Miller is just saying we're not getting satisfaction.

Mr. Dallaire will get everyone together and come up with a game plan possibly next Tuesday.

Vice-Chairman Wenner asked if the truck was brand new when we got it

Mr. Dallaire responded brand new.

Vice-Chairman Wenner asked if there was a lemon law.

Mr. Miller explained that is what Mike is using.

Mr. Dallaire feels we are to the point where we need three side loaders. Having a third truck is critical. Commercial garbage is up and we are back to 2008 levels of garbage.

Mrs. Slater asked if we have heard any more on the alley.

Mrs. Louthan gave an update on getting a title report for the alley.

10.  **Not For Possible Action: Discussion on the Town Manager's Monthly Report of activities for November 2015.**

Mr. Dallaire reported we received a letter from NDEP on the gas station. They are requesting a report. Brett from McGinley is in Reno today. In the morning we will be having a conference call. We will figure out what the process is and get another recommendation back to Javier. Mike from Bramco has been through this several times. There were three projects going on while he was on site. The heating oil tanks are removed. That is closed. We will get reimbursed for those funds probably in January from the petroleum fund. The tank removal the petroleum fund wouldn't cover because those tanks were noncompliant. That's why we went after CDBG funds. Out of \$43,000 bill for the fuel tanks we will get reimbursed \$40,000 and some change from CDBG. It's \$10,000 right now in just excavation and observation. The fence is covered until February. It's the plates at \$1200. We put them down on November 18th and it's covering a 14 foot deep hole. Xavier, from NDEP had requested that. He is the inspector and case manager for this site. I'm sure the petroleum fund will pick it up. We just have to go through the hoops again. In the meantime Candace has submitted the application for the federal process of section 106 for removing a canopy

that was built in 1961. We will see what happens. I talked to Mark Gonzales. He has been watching the progress on the site, and stated the static water level in the Well #1 was around 33' deep at the well. Bramco hauled all the contamination to Mustang. They burn it and the Lockwood uses it. The tanks are removed. The heating oil tanks are removed. Now we just have the problem where the dispensers were and the line leaked. We will do a walkthrough tomorrow on the Hellwinkel channel. The riprap there was a discrepancy on the plan. Everybody is excited about the power lines being down. I have to have NV Energy relocate the cobra head street light that is on the corner. Then we will put a decorative light in and connect it to our meter. We have ordered two of the heads and hopefully we will have them this month. We will put one in the island on Gilman just past Chichester and another one at Snaffle Bit at the trailhead.

Vice-Chairman Wenner advised David Agreste from the Village Motel said you were great to work with. He was very happy with everything you have done.

Mr. Dallaire is working on getting an easement from Mr. Agreste. NV Energy came up with a plan to relocate that pole. It is out of the sidewalk now and the main power lines feed that system. He ended up with a stub and it goes to the main vault. If they ever redevelop that site he will have all the power he will ever need. He didn't realize he would be able to connect to the fiber optic line in the future. So as soon as that fiber line is active that will be huge asset for whatever company goes there. We ordered some signs to try to keep pedestrians and dogs off the area that will get sprayed. It will be sprayed tomorrow.

Mrs. Slater commented on the work they have done is beyond words. It looks so nice. Nice job to the company.

Mr. LaCost added there will be trees along the line to stabilize the banks.

Mr. Dallaire will probably have to sign another contract with McGinley. The ground water 33 feet at the well, which is down from 19 feet at well 1. Fireworks donations have collected about \$1350. The backup on fireworks is to have the fireworks on Saturday at about 4:45 p.m. if the wind is too strong on Thursday. We will have the donation boxes on the table at the event. I will be having a crosswalks project meeting with Lumos on the 9th at 9:00. The contract is signed and ready to go. We will soon be talking about the Great Race.

Chairman Higuera asked if the NDOT project will go faster now.

Mr. Dallaire thought everybody who has been working on this project at NDOT has moved to another department or position. The only person that stayed the same is Tonia. We will get Lumos in contact with Tonia and she will direct them to whomever they need to go to. The only thing that is complicated is Kingslane where the light and power has to come from. I am hoping they will allow us to provide them power from our meter at the shop to a light out on the street.

Mr. Miller asked when is the potluck for the town.

Mr. Dallaire responded December 11th at noon. There is a sign-up sheet on the back wall. Mary and I went to a breakfast meeting.

11.  **For Possible Action:** Discussion and election of Chair and Vice Chair of the Gardnerville Town Board for the calendar year 2016.

- a. **Election of Gardnerville Town Board Chairman for the 2016 calendar year; with public comment prior to Board action.**

Miller/Slater nominate Mary Wenner for chairman.

No public comment.

Upon call for the vote, nomination carried.

- b. **Election of Gardnerville Town Board Vice-Chairman for the 2016 calendar year; with public comment prior to Board action.**

Slater/Jones nominate Ken Miller for vice-chairman.

No public comment.

Upon call for the vote, nomination carried.

12.  **For Possible Action: Discussion on Town Board member appointments to represent the Town of Gardnerville and to be the Town Board liaison for the following boards:**

a. Main Street Gardnerville Board of Directors

Mr. Miller would like to step off the board. I think it's time for someone else new to go on there. I will continue if no one else wishes.

Mrs. Jones cannot be on another board.

Vice-Chairman Wenner was interested last year but would not want to do both this year.

Mrs. Slater suggested cutting back a little bit.

Mr. Miller knows there will be months he will miss a meeting.

Mrs. Slater felt with Paula being here, if there are issues, she can inform us without spending as much time.

Chairman Higuera asked if Mr. Miller will serve one more year, because next year is an election year for me, and if I am re-elected I would take the Main Street Gardnerville spot next year.

Higuera/Wenner nominate Ken Miller for one more term on the Main Street Gardnerville board.

No public comment.

Upon call for the vote, nomination carried.

b. Carson Valley Arts Council

Vice-Chairman Wenner will do it again.

Miller/Slater nominate Mary Wenner.

No public comment.

Upon call for the vote, nomination carried.

**c. Nevada League of Cities,
with public comment prior to Board action.**

Wenner/Higuera nominate Linda Slater for Nevada League of Cities.

No public comment.

Upon call for the vote, nomination carried.

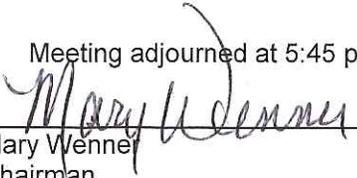
 **2nd PUBLIC INTEREST COMMENTS period (No action will be taken)**

Vice-Chairman Wenner would like Mr. Dallaire to make a presentation.

Mr. Dallaire presented Mr. Higuera with a commemorative gavel for his year as chairman.

No public comment.

Meeting adjourned at 5:45 p.m.



Mary Wenner
Chairman



Tom Dallaire
Town Manager