



## GARDNERVILLE TOWN BOARD

### Meeting Minutes

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

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Tuesday, June 7, 2016

4:30 p.m.

Gardnerville Town Hall

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INVOCATION – Jim Beilstein, Trinity Lutheran Church

4:30 P.M. Chairwoman Wenner called the meeting to order and made the determination of a quorum

**PRESENT:**

Mary Wenner, Chairwoman  
Lloyd Higuera  
Cassandra Jones  
Linda Slater

Michael S. Rowe, Town Counsel  
Tom Dallaire, Town Manager  
Geoff LaCost, Superintendent Town Public Works  
Carol Louthan, Administrative Services Mgr

PLEDGE OF ALLEGIANCE – Lloyd Higuera led the flag salute.

(Technical difficulties prevented the taping of this meeting)

**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.

Mr. Dallaire wanted to make sure to correct the APN number on item 9. It should be 1320-33-412-001.

Motion Higuera/Slater to approve the agenda with the correction to item 9. Motion carried with Vice-Chairman Miller absent.

**FOR POSSIBLE ACTION: APPROVAL OF PREVIOUS MINUTES:**

May 3, 2016 Regular Board meeting, with public comment prior to Board action.

No public comment.

Motion Jones/Higuera to approve the minutes of May 3, 2016. Motion carried with Vice-Chairman Miller absent.

**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 May 2016 claims**  
Approved.

4. **For Possible Action:** Approve the Town of Gardnerville's insurance renewal proposal from the Nevada Public Agency Insurance Pool (POOL) and payment of \$21,849.29 for fiscal year 2016-2017  
Approved.
5. **For Possible Action:** Approve the request by the Record Courier to become a sponsor for the "Newspapers in Education" program in a budgeted amount of \$150.  
Approved.

Motion Jones/Slater to approve the consent calendar. Motion carried with Vice-Chairman Miller absent.

#### **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 May 2016.

Mrs. Linda Dibble gave a report on the main street activities.

7. **For Possible Action:** Discussion on request by members of Douglas County Search and Rescue naming the future dog park "Annie E. Thomas K-9 Korral Memorial Dog Park", memorializing Annie's service to our community as search dog handler with the Douglas County Sheriff's Office Search and Rescue and the K-9 Units. The current proposed name of the park was K-9 Korral; with public comment prior to board action. Presentation by: Merrilyn Noble & Don Stuckey, members of Search and Rescue

Mrs. Merrilyn Noble spoke on what a wonderful way it would be to honor Annie Thomas by having a dog park named after her. We're not proud and it doesn't matter how it is said, but we would love to be a part of this project.

Mr. Don Stuckey would like to do something for Annie. When we heard about this dog park we thought it would be a great fit. I'd like to just read a few things and go through her accomplishments. Mr. Stuckey gave background information on Annie E. Thomas. In these days of reduced volunteerism Annie stood out and made a difference which saved lives. It is our hope you will take this opportunity to honor an outstanding member of our community.

Mr. Ron Pierini, Sheriff Douglas County, shared 35 years ago we started search and rescue. The unit has done well. We are rated number one for the best search and rescue. These people really cared about Annie. They care about each other. They help every day. They receive about 70 callouts per year. Volunteers can make a difference. We have 240 volunteers in the sheriff's office. I drove by Wal Mart and saw that pond. It would be a plus for this whole community. I am hoping that you will come forward and allow us to name the area after her. We can raise money. I am talking about behalf and in support of some great people that are sitting behind me.

Chairwoman Wenner asked how they would raise money for Annie?

Mrs. Noble hasn't approached that yet. We can have somebody be in charge of it and publicize it to our group.

Sheriff Perini will find somebody to run it. There is enough people in search and rescue who can do it on their own time.

Chairwoman Wenner asked if the board had any questions. We don't have a policy to put up any signs or plaques. But we don't have anything that's ever been named after anyone. So is that something the board wants to discuss?

Mrs. Slater asked if everybody is aware of the alternatives. You have Main Street benches throughout town. Mary mentioned the water fountain. The south end of Heritage Park there are rock monuments as well as the benches. The Rotary Club put up the flag pole. Soroptomists have put in benches. There are alternatives that you might be able to expedite. Short of that it will take a meeting or two of this group to create some kind of a policy that may or may not be advantageous to you.

Ms. Carol Caman shared the dog piece was very important for us. It takes a lot to train a search dog. So it's important that it's about the dog.

Mrs. Slater reiterated we just don't have a policy in place yet.

Mrs. Jones suggested we could put a plaque at the park. There's no better way to thank her for her years of service. Putting in the plaque is an alternative versus naming the dog park. We don't have a policy for naming. The challenge is having a policy in place for next time somebody asks. I can't see us saying no. But we need the policy.

Mr. Higuera agreed Ms. Thomas is very deserving and what a great partnership to work with you people. I think we could get a lot done out there. I think it's worthy of discussing and expanding the policy. Right now we have plaques honoring various people. We can do that. But you're aiming at having the park named after her. I think it's worthy of getting together a policy.

Mrs. Slater added we don't even have a plan for that area as yet. We came up with a name that was community oriented, same as Heritage Park. It's not named after anyone. A memorial of that nature would be very fitting.

Mr. Higuera mentioned we've only recently decided to make it a dog park.

Mrs. Jones pointed out we need more than a water fountain. We need fencing for the dogs. In conjunction with Search and Rescue being able to push that forward, if this is taken under the wings of those types of organizations, we can accelerate it. We have opportunities for 50-50 grants.

Ms. Noble indicated they are a patient group. Being personally a member of the organization I would be more than happy to wait and help establish a policy. If that's what it takes I would say make a policy and we can have a park named after her and honoring her.

Mr. Dallaire explained in the dog park there are a lot of amenities. I don't know what the group's vision is for the park. \$10,000 was the most elaborate amenity item. What we talked about was a drinking fountain, toys and then a fence. So when you talk about fencing there are a lot of options. I did find out that Land and Water Conservation has a 50-50 grant and if the town deed restricts this to a park or detention pond then we can get it to work and get it accepted. The fencing we have discussed. We have put in a bench and some trees. Maybe there could be a plaque at the entrance or at the park.

Ms. Noble mentioned when we talked there was no clear direction for us to pass the hat. Then you came up with all of these ideas. There are priorities that need to be looked at first. Such as safety and then keeping things healthy, which is water. We start simple and go from there.

Chairwoman Wenner advised there is a neighbor at the detention pond that if we name it a park there would be a problem for him building a bar or casino. We do have prior minutes regarding him asking. He was worried about a fence too.

Mr. Higuera suggested a sign memorializing Annie and telling her story.

Mrs. Slater liked that idea.

Mr. Stukey likes both. But as far as raising funds to improve the park, my way of thinking is if the sign got up there and it was publicized I think the contributions would come. A lot of people respect Search and Rescue. It could be a sales job. I want both and let's advertise.

Ms. Noble commented we do have a Public information Officer who is very much on our side. If she and the sheriff do publicity for us and this project, then there can be things publicized that would be helpful.

Mr. Perini agreed the PIO can do that, and the Record Courier. We have a lot of people that are volunteers. We have somebody with 30 years that did so much it we have to do something. I think that will make everyone feel better. So something like that would be a big plus.

Mrs. Slater pointed out telling her story goes a lot further than just putting her name on it.

Ms. Noble is here to help with the policy.

Mr. LaCost mentioned with five or six dogipots around the area it is being used as a dog park.

Mrs. Jones still believes we need to have a plan. If we can get a plan together I think the fencing is the first thing, water and then benches and signage. If we have a plan that says it's going to be a dog park and we are going to

honor Annie in it and make a policy on memorials, I think we have to have a clear picture of what we want and the way to fit Annie's memory in that. It is not the last time we will be asked to honor someone. I think we need a policy on memorial naming of facilities. I think we put this off and next month review a policy on memorial naming. Then maybe a follow-up agenda item on what the dog park looks like.

Mrs. Salter asked if this will give Mr. Dallaire time to address Mr. Jones' concerns.

Mr. Dallaire advised the word "park" is the problem. It is a problem when we go after funding. They want to fund a park improvement project. And Barry might be limited on his property because of that.

Mrs. Slater would suggest letting Mr. Jones know so he can be present and express his concerns.

Mr. Dallaire thought the property was zoned general commercial.

Chairwoman Wenner would like to table this item until we get a policy.

Sheriff Perini asked if there is a way to get the communication from your office to use so we can participate in the next meeting.

Mr. Dallaire will let them know.

Mr. Stukey asked if there is a boiler plate policy that some other city has adopted that could be adopted here.

Mr. Dallaire has searched and didn't find anything.

Mr. Higuera mentioned Mr. Dallaire is a master at coming up with policy.

Mr. Dallaire will put this on the agenda next month.

**8. For Possible Action: Approve donating the 1996 Ford Super Duty bucket truck to the Douglas County School District, or selling in the amount of \$2,000; with public comment prior to board action.**

Mr. Dallaire has been approached by the school district. They want to purchase the bucket truck. We can do whatever we want. We can donate it. It doesn't have to go to auction. There are a number of people in town that were waiting for it in auction, but the school district approached us. I talked with the TNT auctions and they recently sold a sister truck similar to Towns, from Carson City, for \$3,500. It depends on who wants it and who bids. The next auction is in October. So it will sit out there in the county yard.

Mr. LaCost pointed out the engine on the truck is questionable. I think we made the better choice to move on to another truck. We just need to decide what to do with this one.

Mr. Dallaire noted we use the truck every Monday through the summer months. The school district has it in the budget and Gary is willing to pay the \$2,000 or we can donate it.

Mr. Higuera thought if they have the \$2,000 in their budget we should take it.

Mrs. Jones felt we have a duty to wisely manage our resources and giving away \$2,000 isn't wise.

Mr. Kelly Kite paid a 30 percent fee for the property he sold. So you need to take that into consideration

**Motion Slater/Higuera to sell the truck to the school district in the amount of \$2,000. Motion carried with Vice-Chairman Miller absent.**

**9. For Possible Action: Discussion to approve or deny the purchase of a parcel of land containing 3.35 acres along Gilman Avenue/Ezell Street in the amount of \$275,000 over a four year period interest free of four (4) installment payments (1<sup>st</sup> yr, \$100,000, 2<sup>nd</sup> yr, \$58,333.34, 3<sup>rd</sup> and 4<sup>th</sup> yrs, \$58,333.33), owned by Spence Properties APN 1320-33-412-001; with public comment prior to board action.**

Mr. Dallaire went over where the property is located. The appraisal came back at \$275,000. I discussed with Ben that the property is in line with what we are offering. It is listed for \$330,000. But this was what was brought back if we

wanted to buy it. Since then we had a volunteer in Main Street that might be interested in buying it. I am hoping after tonight this is the way you want to go. There might be an opportunity to do their project. That might be something that is coming up. It's all tentative. In the meantime we have open space. This links all of the open space back to Heritage Park and Gilman Avenue. Right now we don't have access. The easement is granted specifically for the Canderles property. We would be able to complete the path, have direct access to the barns and provide for additional parking for events at the park. The pathway would give us access along the ponds and we wouldn't be relying on the driveway.

Mrs. Slater asked where Mr. Dallaire would suggest the access be on the parcel. Would you run it parallel with Canderle's driveway? I would not want to create an additional driveway. Could that be a concept?

Mr. Dallaire would get it away from the driveway altogether. The church's plans are to come off of Maple and Ezell.

Mrs. Slater asked if the church that bought the property was aware when they purchased the property that Ezell is only half the size of what it should be and part of the condition would be to put in the other half of that street.

Mr. Dallaire explained they are aware. I have talked about doing a dual entrance. There are other things we were thinking about doing with the property. We would be able to do a driveway all the way along and a walking path. That would leave 2.7 acres. Back in 2015 we were looking at doing a pelota court. We have presented this and had a committee that was meeting regularly who developed this concept. It was left at coming up with some type of elevations, but there is only a rough draft of the concept.

Mrs. Slater noted this is great for down the road. But what is your proposed funding.

Mr. Dallaire has some money left over in board designated. The \$100,000 will leave the budget down to about \$48,000. The hydrology analysis for the channel would not be able to be done at this time. The only thing left is the analysis on the Hellwinkel channel. Anderson will be doing a couple of these projects in the next few years. When they do the parking lot for the church they are building in a flood plain. They will need to do an analysis and we can tack onto that project. Also the Martin Slough channel is supposed to go from this point to Jakes wetlands. They will review the floodway analysis. Currently the trail is built on what ground is there today. I was hoping to tack onto that or the church project.

Mrs. Slater asked what the cost would be?

Mr. Dallaire thought \$48,000.

Mrs. Slater asked if that was something you would postpone.

Mr. Dallaire would end up taking money from maintenance. We are also \$24,000 ahead of what we budgeted. But we are still behind on the C tax. We can use it for property and we have \$80,000 that I didn't even account for from the 614 fund.

Mrs. Slater asked if there is a timeline we have to put in that side of the street.

Mr. Dallaire will have to see what happens with their development. There are a lot of things we can cut out.

Chairwoman Wenner asked if this was a joint venture with the basque community.

Mr. Dallaire answered yes.

Mr. LaCost mentioned with the church buying the other property that means we could lose the parking ability for Heritage Park.

Mr. Dallaire added if there was a funeral on the date of a park event we wouldn't be able to use the church parking lot.

Mrs. Jones asked if we made the \$100,000 payment, do we have enough in the budget to do the expected repair on the Toler/Toiyabe site?

Mr. Dallaire is getting a refund back of \$22,000 for the Sharkey's parking lot. So that's half. We do have some storm drain budget left.

Mrs. Jones asked if we get our board designated line item too lean then what happens when we have another emergency.

Mr. Dallaire has a spreadsheet that would explain everything in more detail.

Mrs. Jones is looking at fixing the pipe as not voluntary. Are there any other things coming up?

Mr. Dallaire will roll money from road maintenance for a larger project next year. We wanted to fix Service Drive. They are done with the PCI's and we will be better prepared in two years. We have \$20,000 coming back for reimbursement on the crosswalks.

Mrs. Slater felt if it's being offered interest free we should take advantage of it.

Mr. Dallaire believed the first year will be tight and it depends on when Rob will be able to do the floodway analysis. Either way he needs to include the Gilman ponds in his study. It's just getting the final topographical information.

Public comment.

Mr. Linderman commented about the easement on the property. It's an easement for the neighbor, so what is the restriction on that?

Mr. Dallaire explained we would have to allow them to continue using that. It is specific to Canderles' parcel.

Chairwoman Wenner asked if Ezell would still be one-way.

Mr. Dallaire answered yes. We would just do diagonal parking.

Mr. Linderman pointed out you are showing a separate driveway. That would be of benefit to the town. It would change the character of the driveway. If that's permitted under the easement it would be a practical solution.

Mr. Dallaire indicated it is just an access for this lot from Ezell. It benefits this parcel.

Mr. Linderman thought legally you would be trespassing if you walked down the driveway.

Mr. Dallaire shared either way I don't see a big use for this triangle.

Mr. Linderman thought if you didn't want to go off Gilman you could put it along the boundary and just use that as the access path.

Mrs. Jones really likes this. It is an interest free loan. I think the \$100,000 is a consideration for Spence to carry the note interest free. I like that you thought about flexibility; selling if needed. That quadrant will become the center of town. We are talking about the fronton and this facility. So it appeals to me that we think about it more broadly. I think if we need a real town hall with more offices and meeting spaces. That's a far better place to put it and then we have the other assets we could sell or trade off so we could develop a real town hall in the heart of what is becoming Gardnerville.

Mr. Dallaire advised if the church is talking about an 8,000 sq. foot structure, it just changed the Plan for Prosperity. That changes the feel of Gilman Avenue all together from what is presented in the plan. Gardnerville is going to be growing again in the future. We already have our seasonal office clerk working. Paula is in a small office. Geoff is in a tiny office. This gives us the ability in the future to grow and build a multi use building and town hall.

Mr. Higuera agreed we need to purchase the property.

Mrs. Slater felt if we get past the first payment I think interest free saves a lot of money.

Mr. Higuera trusts Tom.

**Motion Higuera/Slater to approve the purchase of a parcel of land containing 3.35 acres along Gilman Avenue/Ezell Street in the amount of \$275,000 over a four year period interest free of four (4) installment payments (1<sup>st</sup> yr, \$100,000, 2<sup>nd</sup> yr \$58,333.34, 3<sup>rd</sup> and 4<sup>th</sup> yrs \$58,333.33) owned by Spence Properties APN 1320-33-412-001. Motion carried with Vice-Chairman Miller absent.**

**10. For Possible Action. Approval of Resolution No. 2016R-033 augmenting the Town of Gardnerville budget for fiscal year 2015-2016; with public comment prior to Board action.**

Mr. Dallaire explained this is the \$23,000 coming from the Petroleum Fund. We will have more before the fiscal year is over. But right now we will just augment this so we can reimburse the funds we already used.

No public comment.

**Motion Slater/Jones to approve Resolution 2016R-033 augmenting the Town of Gardnerville budget for fiscal year 2015-2016. Motion carried with Vice-Chairman Miller absent.**

**11. For Possible Action. Approval of budget transfers for the fiscal year 2015-2016, with public comment prior to Board action.**

Mr. Dallaire mentioned last year we had an issue with being over in one fund. We were not over overall, but each fund stands alone. So we are not taking any chances. We are covering all the extra expenses. We haven't purchased a lot this year. The guys have been out once with the new crack sealer. We did the same with the health and sanitation.

No public comment.

**Motion Jones/Higuera to approve the budget transfers for fiscal year 2015-2016. Motion carried with Vice-Chairman Miller absent.**

**12. Not For Possible Action: Discussion on the Town Attorney's Monthly Report of activities for May 2016.**

Mr. Rowe has been working on the Village Motel boundary line adjustment and deeds. Marie asked me to check into was the McIninch bankruptcy. That is in real disarray. There were a lot of investors that never saw a dime. Bottom line we are not going to collect the money.

Mr. Dallaire mentioned the phase improvements haven't been approved. It's going to be a worse situation because the maintenance operation is every five years. It's never been accepted. That cracked sidewalk will be a requirement for the permit before it can be signed off.

Mr. Rowe finalized the garden lease agreement. The Main Street list is due the end of this month so Main Street nonprofit is filed. Tom had some questions on the bucket truck you approved to sell to the school district.

**13. Not For Possible Action: Discussion on the Town Manager's Monthly Report of activities for May 2016.**

Mr. Dallaire reported we received the preliminary easements from Lumos. The person in charge will be out for a few months so we are dealing with a new individual at NDOT. We got final approval from NV Energy on Kingslane. The Hellwinkel channel grass is growing.

Mr. LaCost advised we need to let it grow for the first year.

Mr. Dallaire has lot of things on the Great Race and not having Paula has been hectic. Scott Bergan has stepped up. He will be doing an interview tomorrow. Carol has been working with the county and WAM on our credit cards. We are working through those issues. We need to have the WAM program calculate the additional fees for the credit card use. We haven't gotten a response back from WAM yet. So we don't know what that will cost. We could use the county's, but it still does not allow automatic payments. This process is not as easy as the credit card folks led us to believe. We will keep moving forward. We can start charging for credit card purchases using the county's fees. We did have to let an employee go. He was still in the probationary period. We will have a temp working for a while. We've been going through a few options on the Toiyabe storm drain sink hole. We need to do a set of plans and just

replace the system through the yards. There are four property owners we will have to deal with, three RV pads, a fence and a diseased maple tree.

Mr. LaCost is thinking they may want to lean the fence so they won't go into the storm drain.

Mrs. Jones asked how long before you work on that.

Mr. Dallaire answered after June 19.

Mr. LaCost had the sink hole open just so the contractors could look at it. We do have the shielding now and we will budget that so we can get it squared away.

Mr. Dallaire has not talked to the person with the tree. We have a lot of things up in the air with the Great Race. Scott has been calling the forest service. They are doing some snow removal. So hopefully by Friday it will be cleared. As long as it is open I don't anticipate us having to clear that. We have a plan on parking areas in the field across from Heritage Park and using the church property. We have permission from them. I did get permission from Edith Hellwinkel to use her four acres. Gardnerville Elementary has parking. We will use Gilman for ADA parking. We also have permission from the community center to use Lampe parking. They will provide a bus service if we need it. Scott got permission from St Gall and the Methodist Church to use their parking. 1500 cars total is what all of the parking areas would hold. That doesn't include on street parking. The car show starts at 9:00. The Great Race folks will be here around 10 to start setting up. We will close the Gilman turn lane on 395 and then the detour is on Lampe from lunch through to whenever they tear down. Ted Nagel will be announcing.

Mr. LaCost handed out the notices today to the businesses and the Ranch development. A few days before there will be message boards on Gilman.

Mr. Dallaire hopes everything goes smoothly. We will be setting up the park and the tents on Saturday. The sprinklers will be off for Sunday and back on before everyone leaves. Scott is doing the car show registration. I have a list of tasks. Everyone is signed up for serving. There are quite a few jobs available. We have 40 some volunteers to date. We just wanted to know at the lunch stop does the board want to serve the race car drivers. That starts at 11:30 for the serving. We won't need everybody there. In the beginning we will. The Great Race staff will eat at 11:30 and set up. We are providing them with lunch as well and the racers. We have a high school girl doing the national anthem. Scott has a group coming up for the posting of the colors and then we have a list of people who will be talking. We have a Boy Scout troop coming. They will clean the lunch spots. I am hoping they will present all the trophies to the car show participants.

Mrs. Wenner asked how the people serving can tell who should be served.

Mr. Dallaire advised they have lanyards and plastic ID's that show they are a participant in the Great Race. Sertoma will be serving hot dogs, pulled pork and polish dogs. They are doing the beer wagon and the drinks for the volunteers. We will end up reimbursing them for the cost of the drinks. We will need to get soda and water for the drivers. Thursday night we will do a run through. Most of the car club volunteers will be handing out bags. We have cookies and dash plaques for the car show. We are hoping to get the photographers on board and they will have a website where the participants in the race will be able to buy the pictures from the photographer. I know Paula had me on the list for all the people who are speaking. There are 15 minutes in the beginning. But I thought I would read the "Take a Kid to a Car Show" proclamation or maybe someone from the board would rather do that.

Mr. Higuera will be there.

Mr. Dallaire continued: Gardnerville Water Company purchased barricades. We will put up the barricades on Friday for Carson Valley Days. We did provide them with flyers. We met with Larry Werner at breakfast. Larry is working on the bypass and it looks like it will be Muller Parkway.

Mrs. Slater asked about the rate study.

Mr. Dallaire will be coming back to the board on the rate study for health and sanitation. We are getting charged now from Bently to take greenwaste. I did meet with DDI and they are offering to lower their rate to \$75 a ton. But they want 100 percent of the trash. Then what do we do about Pinenut Road. I will meet with Minden and find out what their thoughts are. The \$75 doesn't really pencil real well. It's still a lot more cost. But I suspect Carson City will

be raising their rates soon. DDI has a tipper they purchased and it is in Carson City. It's just getting our trash to them.

Mr. LaCost reminded everyone about the 5k run.

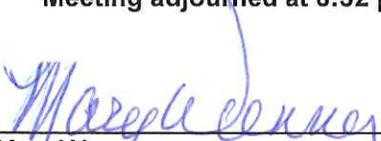
Mr. Dallaire explained the path for the 5k run.

No public comment.

**2<sup>nd</sup> PUBLIC INTEREST COMMENTS period (No action will be taken)**

No public comment.

**Meeting adjourned at 6:52 p.m.**

  
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Mary Wenner  
Chairwoman

  
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Tom Dallaire  
Town Manager