



GARDNERVILLE TOWN BOARD

Meeting Agenda

Linda Slater, Chair
Lloyd Higuera, Vice Chair
Ken Miller, Board Member
Mary Wenner, Board Member
Mike Henningsen, Board Member

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

Tuesday, February 5, 2019

4:30 p.m.

Gardnerville Town Hall

INVOCATION – Rob Simpson

 Chairwoman Slater called the meeting to order and made the determination a quorum is present.

PRESENT:

Linda Slater, Chairwoman
Lloyd Higuera, Vice-Chairman
Mary Wenner
Ken Miller
Michael Henningsen

Jennifer Yturbide, Town Attorney
Tom Dallaire, Town Manager
Geoff LaCost, Superintendent Public Works
Carol Louthan Administrative Services Manager

 PLEDGE OF ALLEGIANCE – Tom Dallaire

 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.

Mr. Glenn Linderman & Mr. Jerry Turner gave public comment on several topics not on the agenda. (An audio recording of public comment is available upon request)

 **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.

Motion Higuera/Wenner to approve the agenda.

No public comment.

Upon call for the vote, motion carried unanimously.

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

A. January 8, 2019 Regular Board meeting

Motion Wenner/Higuera to approve the January 8 previous minutes.

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.**

Approved.

3. **For Possible Action:** Approve January 2019 claims.

Approved.

4. **For Possible Action:** Approve Administration Fund Write-off of \$25 from Shop Small event in June of 2014.

Approved.


Motion Higuera/Miller to approve 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)

5.  **For Possible Action:** Recommendation to Douglas County staff, Planning Commission and County Commissioners to approve, to approve with modifications, or to deny a request made by STOR-ALL, LLC / Allied Exchange 32, LLC for a Master Plan Amendment (DP 18-0345) from “Commercial” to “Industrial”, and a Zoning Map Amendment (DP 18-0346) from “General Commercial” to “Service Industrial”, on the contiguous 1.31 acre and 0.46 acre lots located at 1458 & 1468 Southgate Drive, within the Southgate Business Park, located within the Gardnerville Community Plan Area (APN 1220-03-411-020 & 1220-03-411-019). Presentation by Rob Anderson, RO Anderson; with public comment prior to Board action.

Mr. Rob Anderson is in agreement with the staff report except for one item. A power point presentation was given. The one exception to the report is we would like to maintain the access off Southgate.

Mr. Dallaire went over the previous applications on the property. There may be a need for the fire department to get in and out of there. I am okay with the application and expansion of the storage units.

Public comment.

Mr. Glenn Linderman stored his things in Stor All when he moved here. I remember the moving truck driver had to back in. This is probably the reason they need the other access, as well as emergency services.

No further public comment.

Mr. Miller has known the Whear family for a number of years. I am in favor of this.

Ms. Wenner gave kudos to them for expanding. I think it's a logical process.

Mr. Higuera thought it was a good sign to expand.

Mr. Henningsen mentioned Kiwanis has a Stor All unit. It is well maintained and secure. I think it's good.

Motion Higuera/Wenner to approve a recommendation to Douglas County staff, Planning Commission and County Commissioners to approve a request made by Stor All LLC/Allied Exchange 32 LLC for a master plan amendment DP 18-0345 from commercial to industrial and a zoning map amendment DP 18-0346 from general commercial to service industrial on the contiguous 1.31 acre and .46 acre lots located at 1458 and 1468 Southgate Drive, within the Southgate Business Park, located within the Gardnerville Community Plan area, APN 1220-03-411-020 and 1220-03-411-019. Motion carried unanimously.

6.  **For Possible Action:** Approval of Resolution 2019R-008 augmenting the Town of Gardnerville budget for fiscal year 2018-2019; with public comment prior to Board action.

Mr. Dallaire went over the augmentation.

Chairwoman Slater called for public comment.

Mr. Jerry Turner asked how much the budget is of the CAFR, roughly in percentage.

Mr. Dallaire answered the CAFR is for the entire county. A million two of that goes into it. CAFR is the report the county generates to report back to the state. I don't know percentagewise what the whole county budget is.

Mr. Turner asked if the town had their own CAFR?

Mr. Dallaire answered no. It is through the county. We are advisory and our funds are included in their report.

No further public comment.

Motion Miller/Higuera to approve Resolution 2019R-008 augmenting the town budget for the fiscal year 2018/19. Motion carried unanimously.

7.  **For Possible Action:** Discussion to accept a report of tortious conduct claims per NRS 41.0385, with public comment prior to Board action.

Attorney Yturbide reported there are no claims. You get to approve the report of no claims.

No public comment.


Motion Higuera/Miller to accept the report of tortious conduct claims per NRS 41.0385. Motion carried unanimously.

8.  **For Possible Action:** Discussion to approve or deny the First Reading of Resolution 2019R-01 for the Gardnerville Health & Sanitation's proposed trash rate increase of 4% for residential customers and 7% for commercial customers; with public comment prior to Board action.

Mr. Dallaire pointed out this is back at first reading because of a communication problem with the paper. It's been published now. This is the first reading. It actually works out well for billing purposes because now we will be on a quarterly billing for residential which will save staff time.

No public comment.

Motion Higuera/Wenner to approve the first reading of Resolution 2019R-01 for the Gardnerville Health & Sanitation's proposed trash rate increase of 4 percent for residential customers and 7% for commercial customers. Motion carried unanimously.

9.  **For Possible Action.** Discussion on budget development for Fiscal Year 2020 including, but not limited to;
- a. review of Town's strategic plan and goals
 - b. review of the Town Values
 - c. update of capital improvement projects for fiscal year 2019-2020
 - d. review and discuss proposed town projects anticipated for bidding award before June 30, 2019; with public comment prior to Board action.

Mr. Dallaire has the strategic plan in the packet. Everything is still on track: Main Street is operational. We collaborate with Minden. We continue to support the Chamber of Commerce. Need to attend a few WNDD meetings. We've updated the Plan for Prosperity. Do you have anything else you want to add?

Chairwoman Slater liked what she read, but some areas should have been more precise on what our action was going to be, rather than "a high quality service based on community needs." Tell me what you are going to do.

Mr. Miller felt as we complete the Plan for Prosperity we may have other directions to go. An update might be needed at that time rather than now.

Mr. Dallaire pointed out there are tasks in the back of the Plan for Prosperity that we need to accomplish.

Chairwoman Slater asked that staff give Mr. Race a date we would like the Plan for Prosperity guidelines completed.

Mr. Dallaire went through the Kingslane and crosswalk improvement projects. Town events include Movies in the Park, Great Race and Freedom 5K. Do you want to continue with Splash Dogs this year? Tom went over a list of projects that have been done; are on the list to be done; and projects that are still unfunded. I will send a poll out for you to vote on what projects you would like to do this year. We could post it online and get the public's opinion if you would like. Barry Jones is here to talk about the dog park. I met with Barry yesterday. He would like to see the fence on the outside of the path.

Mr. Miller believed if we do fencing around the outside it will be more money.

Chairwoman Slater asked if Mr. Jones wants to share in the cost of that section of fence.

Mr. Miller suggested putting a gate on the private road.

Ms. Wenner thought if someone wants to go for a walk, it makes better sense the fence would be on the outside.

Chairwoman Slater called for public comment.

Mr. Barry Jones really appreciates Tom and his efforts. The fence is more logical on the outside of the sidewalk. Inside in the future, if you need separation, you can. It would be nice to have two access points: one by Grant and one by Service Drive, but on Carrick. It's an asset because we will use that walkway with or without dogs, with or without handicapped. Mr. Jones pointed out where the fence would be on the screen. Maybe a commercial venture would want to come in.

Mr. Miller asked if Mr. Jones would go in 50-50 with the town on a gate.

Mr. Dallaire asked if the fence could be on the inside if there is a gate?

Mr. Jones still would think the outside.

Mr. Linderman asked if the pedestrian access to Carrick is on the north side.

Mr. Dallaire answered yes.

Mr. Dallaire continued his update on the projects. When we do the design guidelines of the Plan for Prosperity there are a lot of things we need to address going through the process.

Chairwoman Slater wanted to make sure if and when the census starts, it is imperative you make contact with them. For every person they count that makes extra money for the town of Gardnerville.

Mr. Dallaire will forward the link for the survey. There will be four different categories and we will show the top priorities next month.

10.  **Not for Possible Action: Discussion on the Town Attorney's Monthly Report of activities for January 2019.**

Attorney Yturbide reported reviewing the agenda and items on agenda. I revised the invocation and worked on the summary of tort claims. There were a number of requests from staff on various items. There was a question about what specificity needs to be in the minutes. I did research that issue. They do not need to be written down verbatim. However, if a member of the public requests an item they're talking about be put into the minutes then the substance of the remarks should try to be put in. If there is specificity that is required, the public member can present written comments that can be made part of the packet. That is NRS 241.035. Otherwise it's been a fairly quiet month.

11.  **Not For Possible Action: Discussion on the Town Manager's Monthly Report of activities for January 2019.**

Mr. Dallaire ordered the signage for the station. We did get the signage for the slough updated. We will put the sticker on when it dries out.

Mr. Miller asked Mr. Dallaire to elaborate on what he meant by he learned a lot about having the Main Street meetings at the gas station.

Mr. Dallaire needs a booklet that has procedures on how to control the heat, the wifi, sound system and power point. I did get another unit. We can take a laptop and anybody can download an app. I did give you my letter. I was offered the position of community development director at the county. March 8th will be my last official day at the town. I will be here for the next board meeting. It's been a pleasure working with you. I have learned a lot about local government, projects and processes.

Chairwoman Slater expressed they will miss Tom. We wish you the best and understand. We appreciate you giving us enough notice. it will be a hard process to replace you.

Mr. Dallaire asked if we want to have a special meeting on developing a process for the position. I did post the position for 30 days. They need to know if you want a shorter or longer time for the posting. I've discussed this with Linda and I have shared with most of the board, that acting town manager would be Carol with Geoff supporting her. We're asking for a board member to be a liaison. We will post an agenda for Monday or Tuesday.

The Board agreed Tuesday in the afternoon at 1:00, the 12th.

Mr. Dallaire will get some information on questions to ask. Also be thinking if there are any specific questions you would like to ask. We need to define the process and what kind of questions you want to ask.

12.  Not For Possible Action: Discussion on the Board members activities and liaison committee reports including but not limited to; Carson Valley Arts Council, Nevada League of Cities, and Main Street Gardnerville.

Ms. Wenner reported the arts council did not have a meeting. Received an email from Sharon Schlagel who is trying to get a mural on the side of the middle school. At this point they will probably change the way you ask for any type of art in the county. She is asking for help from the towns, if possible, to get things done.

Mr. Higuera reported Main Street had a consultant in town. At the board meeting, she brought up fundraising ideas. The consultant recommended Main Street increase their fundraising and become financially independent. They are looking at forming a fundraising committee. By going 501c3 they qualify for more funds. They have two openings on the board. Linda Dibble would like to build a file of people that are interested in being on the Main Street board. Debbi's evaluation is completed but she did not get it yet.

Chairwoman Slater reported we finally had our meeting in Reno. The officers were sworn into office. Had a presentation regarding the Brownsfield program. The program covers a wide variety of projects. We discussed a few of the senate and assembly bills submitted to the legislature. One that bears watching is SB48 sponsored by NACO. Gardnerville Ranchos GID, Incline Village GID and Kingsbury GID were also at the meeting. Wes Henderson assured us he is going to watch this bill. Also discussed was establishing a telephone line that maybe an elected official could access which would give updates on the various bills. Hot topics are marijuana, collective bargaining, prevailing wage, charter schools, and possibly an increase to minimum wage. Advice was given to watch affordable housing changes and how they will affect your respective areas.

Mr. Miller clarified there are two definitions of affordable housing. One is affordable housing which involves section 8. The other one is housing that can be afforded.

Chairwoman Slater stated they are also talking about Increasing fees where the money will go to the counties only for affordable housing. Mayors Day at the legislature is February 11. I will be attending that.

Mr. Turner asked if those programs are from HUD.

Chairwoman Slater answered they are not specific on anything right now. You just have to watch the bills. You can access them online if you go to the Nevada Legislature.

Mr. Turner asked how that is connected to NATO?

Chairwoman Slater explained it is the Nevada Association of Counties.

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

Mr. Turner continued his public comment on topics not on the agenda. (An audio recording of public comment is available upon request.)

Mr. Dallaire asked Mr. Turner to give staff his written comments so we can include it in the minutes.

Mr. Turner thought of that Why should I do that when you did it wrong and didn't put what I said in there.

Attorney Yturbide would be happy to talk with Mr. Turner after the meeting.

Meeting adjourned at 6:32 p.m.

Respectfully Submitted,

Lloyd Higuera, Vice-Chairman

Tom Dallaire, Town Manager