

**MINUTES OF WELLS CITY COUNCIL
MEETING OF FEBRUARY 14, 2017**

CALL TO ORDER

Date: Tuesday, February 14, 2017
Time: 7:00 P.M.
Place: Council Chambers, Wells City Hall
525 Sixth Street Wells, Nevada
Type of Meeting: Regular Meeting of City of Wells Board of Councilmen
Presiding Officer: Layla M. Walz, Mayor

ROLL CALL

Present: Layla M. Walz, Mayor
Cindy Fuller, Vice-Mayor
Laura Moore-DelRio, Councilwoman
Yvonne Stuart, Councilwoman

Absent: Tamrah Jackson, Councilwoman

Quorum: Yes

Staff Present: Heather Iveson, Utility Clerk
Sherry Justus, Deputy Clerk
Jolene M. Supp, City Manager/Clerk
Patti Zander, Deputy Clerk

PLEDGE OF ALLEGIANCE

Mayor Walz led everyone in the Pledge of Allegiance.

APPROVAL OF MINUTES OF PREVIOUS MEETINGS

Fuller made a motion to approve meeting minutes of January 24, 2017. Stuart seconded the motion and the motion passed unanimously.

CITIZENS TO ADDRESS THE COUNCIL

There were none.

**DISCUSSION AND POSSIBLE ACTION TO APPROVE RESOLUTION 17-06
RESOLUTION APPROVING APPOINTMENT BY THE MAYOR OF PERSON**

TO BE MEMBER OF THE PLANNING COMMISSION OF THE CITY OF WELLS

Walz began that there were not enough Planning and Zoning members for a quorum. If the Board appoints Jackie Stanhope as a new member, there would be enough for a quorum but are still in need of more volunteers. Stuart made a motion to approve the appointment of Jackie Stanhope to the Planning & Zoning Commission. Moore-DelRio seconded the motion and the motion passed unanimously.

DISCUSSION AND POSSIBLE ACTION TO AUTHORIZE CITY STAFF TO WRITE OFF BALANCE FOR DELINQUENT ACCOUNTS RECEIVABLE FROM THE CITY'S ACCOUNTS RECEIVABLE AGING REPORT

Supp began that there are three miscellaneous accounts receivable accounts. The Wells Gun Club disbanded in 2008 and the amount of \$29.07 is what Supp is requesting be written off on this account. Another account is for Robert Newman who was the caretaker at the airport. The deposit was applied but there is still a balance owing of \$528.63. The last account is the Boys and Girls Club from 2014. Supp had Justus look through the records for previous discussion on this matter but didn't find any. The Boys and Girls Club had an appraisal fee and attorney fees getting the lease prepared as well as needed building improvements. A payment of \$1,347.50 was made as was a payment of \$5,596.67. The lease agreement said they would pay \$4,000 which was intended to be the appraisal fee and attorney fee. The balance that would be written off is \$2,249.05. Supp stated the Boys and Girls club is non-profit, the building is a City of Wells building and the improvements will stay with the building. Stuart asked if there was an annual payment of \$1,500 and Supp stated it was a one-time fee. Utilities and insurance are paid by the Boys and Girls Club.

Stuart asked what happened with Newman. Supp stated he is no longer in the City and had worked at an apartment complex in Elko for a short time but his current location is not known. Stuart stated Newman could be taken to small claims court. Walz added the City probably did not have enough information to be able to take Newman to small claims court. Stuart made a motion to write off the accounts presented. Fuller seconded the motion and the motion passed unanimously.

DISCUSSION AND POSSIBLE ACTION ALLOWING CITY STAFF TO SET UP A FACEBOOK ACCOUNT FOR THE CITY OF WELLS AND TO ESTABLISH A SOCIAL MEDIA POLICY

Supp began that with the flooding issues this last week, it would have been nice to have a City Facebook page to get information out to residents. Naveran has been looking into what would be required for the City to set up this page as there are public regulations on Facebook pages for government entities. The City's insurance company, POOL/PACT, is suggesting there be a policy for social media and provided a copy of an HR briefing on

social media. Supp stated Sparks has a very good page and do a lot of social media. Supp expressed concerns about those who might want to post negative things and learned there is a way to block offensive posts. Supp continued that if the Board was in favor of setting up a Facebook page for the City, an IT Policy would be brought back as well as examples for the Board to look at. Moore-DelRio thought it was a great idea and a quick way to communicate with everyone. Walz added it provides a means for real-time communication in a community with no local television or radio. Walz thought it was important to have a social media policy even if the City doesn't have social media. Moore-DelRio made a motion to start the process of setting up a Facebook account for the City of Wells and establish a social media policy. Fuller seconded the motion and the motion passed unanimously.

CONTINUED DISCUSSION OF CITY ANNEXATION. REVIEW DRAFT LETTER THAT WILL BE SENT OUT TO ALL OF AFFECTED PROPERTY OWNERS

Walz thought the letter was a good letter. Fuller added it answered a lot of questions and hopefully a lot of the concerns people may have. Supp stated property owners using city water that would possibly be annexed would save money by annexing. Walz asked if the property owners should be invited to a regular City Council meeting or if a special meeting should be held to answer any questions. Fuller thought a special meeting would be good. Stuart suggested to set a time limit for comments. It was decided a special meeting would be held on Tuesday, March 21, 2017 at 7:00 p.m.

DISCUSSION OF THE FISCAL YEAR 17-18 BUDGET

Supp wanted to review how the budget process works for the benefit of the new members. February 15, 2017 is tentative budget day and the City will have tentative revenues from the state with final revenues being received on March 15, 2017. Statutorily, the City cannot budget higher than those revenues. Supp continued that last year, lists were made for critical capital improvement impact versus cost analysis, low impact/low cost and high impact/high cost. Supp added with the flooding, some of this may change. A lot of culvert work done on the south side of town was in the budget.

Supp continued that work is done on a budget worksheet that shows what is trending, where the City was two years ago as well as last year and goes line by line through each department. Supp stated that after working with the budget worksheet, everything is converted to the state forms. The final budget and approval of the final budget is due in May. If a final budget is not approved, the City will not receive any money from the state after the first of June. Supp continued that it is important to work together and think about what projects need to be worked on and a timeline of importance. Supp added the fund ending balance for the general fund is up and there may be a need to augment the budget because of added expenses.

DISCUSSION AND ACTION TO APPROVE HYDROPONICS, AQUACULTURE AND AQUAPONICS FEASIBILITY STUDY

Walz began that everyone had a copy of the Hydroponics, Aquaculture and Aquaponics feasibility study prepared by Better City. Stuart thought the cash flow analysis was interesting as well as the loaning structure. Supp stated this document would be used as a request for proposals to private operators wanting to move forward with implementation. Better City only included small operations having three full time and two part time employees with no mention of medium or large operations and number of employees.

This could be an opportunity to produce something our society needs; healthy, organic, home grown food. There is a lot of demand to know where our food is coming from. Walz stated fresh produce and fresh fish in Elko County would be a huge benefit. Supp stated the fish would most likely be tilapia. It would be an added benefit to be able to transport the fish live, but may not be feasible. Stores and restaurants in the area are probably not set up to be able to receive live fish and there would be a need for fish processing. Supp noted there is a couple in Colorado who take fish waste from Wisconsin and process it into a high grade liquid fertilizer.

Supp asked everyone to review this study and bring back any comments that Supp will forward to Better City and bring back to the next meeting for approval. Fuller would like to see more numbers for the medium and large operations.

DISCUSSION AND POSSIBLE ACTION TO APPOINT ACCOUNTING FIRM EIDE BAILLY FOR FISCAL YEAR 2017 AUDIT

Supp stated a copy of the engagement letter was in each packet and there would be no increase in fees. Walz thought there would be no need to change as Eide Bailly is very familiar with the City's operation. Fuller made a motion to appoint the accounting firm Eide Bailly for the fiscal year 2017 audit. Stuart seconded the motion and the motion passed unanimously.

UPDATES CONCERNING THE FLOOD OF FEBRUARY 8, 2017 AND MATTERS THEREOF

Supp began that Elko County has declared the entire county a state of emergency and Wells is covered under that disaster declaration. The County is hosting a meeting tomorrow morning at 10 a.m. with governmental staff to talk about the required documentation and the process of potential reimbursement. The initial phase of that reimbursement is emergency services for the public. Supp continued that the City has paperwork from the USDA for residents with loss. Supp would be willing to help people fill out paper work but the City is not the administrator and this would be between the private party and the USDA. Through the USDA, there is a possibility of a grant of up to \$7,500 and a loan up to \$20,000. To qualify, an individual has to be very low income and

sixty two years old or older. There is one person who has suffered a lot of loss that could qualify and Supp has provided this information to her.

Supp has contacted Clayton and Westwind manufactured homes to see if these companies have any assistance for people who have lost their homes through disasters and there is assistance available. There are two different households with heavy damage and several others with water damage. Rural Nevada Development Corporation may also have some opportunity for assistance but mainly focus on energy efficiency. Supp is looking for assistance for “private for profit businesses” for the businesses out by the four way intersection who had to close down and suffered loss of revenue and inventory. The brothels on the north side of town were also hit very hard.

Paul Bottari had been getting ready to replace the culverts at his office. Supp asked Bottari to hold off as Pengelly had ordered metal culverts. The culvert in front of Bottari’s was a topic of discussion last year with NDOT. Supp told Bottari she is getting prices and would like to do a cement block and culvert like what is at Love’s. The culverts on the south side of town have already been upsized but will be adding more. The City will be looking at putting more culverts on the north side of town. Something Supp brought up to the County Commissioners is how to get the railroad to put in some infrastructure. Public Works spent the day with the jet router and water truck flushing the culverts on the north side of town. NDOT has been over taking photos and evaluating the culverts coming out of the interstate.

Supp added that there were neighbors helping neighbors and people who were not affected by the flooding helping with sandbags. A group of young men from the LDS Church helped an older citizen unload her basement and would not have been able to get it done herself. Roadway hauled and dumped dirt in needed areas. Elko County was staying in touch with Supp several times a day as to what was needed and delivered sandbags. The Sheriff’s Department as well as the Nevada Highway Patrol helped direct traffic.

Supp pointed out that when the City had the earthquake, there was no charge for building permit fees. Inspections were done as usual but no fees were charged and the Board may want to consider that for flood victims. Free dumping was also allowed. The City has brought in a thirty yard dumpster that is over on Ninth Street for flood victims to use but there may be a need to open the blue bin. Walz was very moved by all of the help that showed up. Supp stated there is CDBG disaster assistance available. Wells meets the eligibility requirements for this assistance but Congress has to appropriate the money.

CLAIMS COMMITTEE REPORT; ACTION TO APPROVE FINANCIAL STATEMENTS

Fuller made a motion to approve check register dated January 1, 2017 to January 31, 2017 in the amount of \$67,726.51. Moore-DelRio seconded the motion and the motion passed

unanimously. Fuller made a motion to approve Warrant Register dated January 25, 2017 to February 14, 2017 in the amount of \$79,317.36. Moore-DelRio seconded the motion and the motion passed unanimously.

COUNCILMEN'S REPORTS

Stuart attended the Boys and Girls Club dinner last Saturday and said it was a nice dinner. This weekend, Stuart will be going to a Cowboy Country meeting in Winnemucca. Stuart sat in on a League of Cities teleconference that discussed legalizing marijuana. There will only be two legal distribution centers in Elko County.

Walz signed a letter of support for Bonneville Power and Wells Rural Electric regarding a federal judge throwing out the Environmental Impact Study on how salmon population is managed and wanting this issue readdressed. The utility companies are fine with that but do not feel it is fair to expect the power purchasers to front all of the cost like what is currently being done as there are other impacts on the salmon. The social and economic impacts also need to be evaluated.

BLM is holding a public hearing on February 23, 2017 from 5 p.m. to 7 p.m. on the sage grouse habitat at the convention center for anyone who can attend. Walz will not be in attendance at the next meeting.

STAFF REPORTS

Supp began that the Senior Center had a pancake breakfast on Saturday, February 4, 2017 and it was very successful raising over \$600.

A letter was received from Wells Propane regarding flooding dangers, the effect on propane appliances that have been subject to water damage and procedures to follow.

The City has signed off on the Wells High School Meat Shop project.

Walz and Supp sat in on a teleconference with Nevada Rural Health Centers which may be an option for the clinic and will be here next week to tour the clinic. The City has had residents leave the community due to not having a medical facility.

Better City is starting the implementation phase. There have been three different businesses looking at the heavy industrial park. Supp has recruited Better City's help as experts in the incentive business. The heavy industrial park recruiting is one of Better City's goals, the hotel conservatory is goal number two and housing is goal number three. Broadband was also on the list as was natural gas. It may be a couple of months away to getting all parties together to discuss getting natural gas in town.

There is a flyer available on the memorial bricks and Supp would like to move forward on getting the webpage set up. It has been set up to be able to pay for the bricks on Xpress Bill Pay. Stuart would also like to put this on the Chamber's webpage.

Iveson reported that the rabies clinic held last Saturday was very successful and busy.

CITIZENS TO ADDRESS THE COUNCIL

There were none.

ADJOURNMENT

The meeting was adjourned at 8:32 p.m.

LAYLA M. WALZ, Mayor

ATTEST:

JOLENE M. SUPP, City Manager/Clerk