

**MINUTES OF WELLS CITY COUNCIL
MEETING OF FEBRUARY 9, 2016**

CALL TO ORDER

Date: Tuesday, February 9, 2016
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
Kenny W. Huff, Vice-Mayor
Cindy Fuller, Councilwoman
Robert D. Stanhope, Councilman
Yvonne Stuart, Councilwoman

Absent: None

Quorum: Yes

Staff Present: Tony Franco, Golf Course Superintendent
Heather Iveson, Utility Clerk
Sherry Justus, Deputy Clerk
Samantha Naveran, Administrative Services
Jolene M. Supp, City Manager/Clerk
Patti J. Zander, Deputy Clerk

PLEDGE OF ALLEGIANCE

Robert D. “Denny” Stanhope led everyone in the Pledge of Allegiance.

APPROVAL OF MINUTES OF PREVIOUS MEETINGS

Huff made a motion to approve meeting minutes of January 26, 2016. Fuller seconded the motion and the motion passed unanimously.

CITIZENS TO ADDRESS THE COUNCIL

Tina Gast, who is temporarily stationed in Wells as the acting Deputy District Ranger for the Humboldt-Toiyabe National Forest was at the meeting to address the letter of concern the City sent regarding Forest Service jobs being sent out of the area. Gast is normally

stationed in Winnemucca but is filling in at the Wells office. Gast continued that the Wells office is down two positions at this time but staff recently attended a conference in Texas and were able to do direct hiring and filled one of the positions. Applications are being reviewed to fill the Deputy District Ranger position and hopes are to have it filled by April. Gast continued that Wendy Bailey who is usually in the front office is on a work detail in Coeur d'Alene, Idaho and will not be back until May. The office is being kept open with staff coming over from the Elko office. John Baldwin, the new District Ranger who will be stationed in Elko, wanted Gast to inform the Council that there are no plans to close the office in Wells for the foreseeable future.

DISCUSSION AND POSSIBLE ACTION TO GRANT SPECIAL EVENT LIQUOR LICENSE TO DEE DIXON, OWNER OF HOME INTERIORS, FOR VALENTINE'S DAY GIFT BAGS

Dee Dixon was present with a request for a special event liquor license for Valentine's Day gift bags and baskets. Stuart made a motion to approve the Special Event liquor license as requested. Stanhope seconded the motion and the motion passed unanimously.

UPDATE AND DISCUSSION ON BETTER CITY TELECONFERENCE FROM FEBRUARY 3, 2016 AND MATTERS THEREOF

Walz stated she and Supp sat in on a teleconference with Better City. Walz mentioned that Matthew Godfrey from Better City will be taking some time off and going on a mission to Lima, Peru. Walz also added that there have been some changes with Better City over the last few weeks and new people have been brought in to work on the City contract.

Better City had some information on housing in Wells. Wells housing is largely mobile home with a large percentage of older homes. Better City will be providing a detailed report later in the week. Building permit information has been provided to Better City for the last five years. NNRDA had a site selector in the area looking for some retail space. Supp referred them to Better City who was familiar with the site selectors. NNRDA is sponsoring a housing summit the end of the month. Supp has given NNRDA all of this housing information.

DISCUSSION AND POSSIBLE ACTION TO APPROVE CORRECTION ACTION PLAN FOR 2015 AUDIT VIOLATIONS AND SUBMIT TO THE DEPARTMENT OF TAXATION

Walz began that the budget had to be adjusted this year because of overspending and a letter of explanation sent to the Department of Taxation. Supp stated she is required by law to put together a corrective action plan. Stuart made a motion to approve the correction action plan for 2015 audit violations and submit it to the Department of Taxation. Huff seconded the motion and the motion passed unanimously.

DISCUSSION AND REVIEW OF PUBLIC COMMENTS ON THE 2015 CITY OF WELLS MASTER PLAN

Huff said the changes made and shown in red were fine with him. Supp stated the Planning and Zoning had reviewed the updates at their meeting last week. Supp stated the next meeting will be the last public comment period. Fuller thought it was interesting that all of the comments were on the strategic planning meeting and not the actual document and wanted to thank Supp and the P & Z for putting it together.

DISCUSSION AND POSSIBLE ACTION TO GRANT A STORM DRAIN EASEMENT OFFERED FROM LOVE’S HOSPITALITY, LLC THROUGH A PARCEL OF LAND LOCATED WITHIN SECTION 10, TOWNSHIP 37 NORTH, RANGE 62 EAST, M.D.M. IN THE CITY OF WELLS

Supp began that at the Planning and Zoning meeting last week, the P & Z approved a boundary line adjustment. Love’s Hospitality would like to grant to the City of Wells a drainage easement as seen on the map. The last page of the document was not part of the easement but was provided for the Board to see a footprint of where the Hampton Inn is slated for and to see along the property line between the hotels and current Love’s, where the drainage easement is going to go. The plan of action will be to drain a portion of the parking lot from the Hampton Inn across the back to the drainage and detention basin. Parcel A, B and the current Love’s will all be able to use the new detention basin as opposed to having three different detention basins.

P & Z also discussed creating a neighborhood group to review the plans, which should be here by the end of the week. The current buffer between the commercial and residential areas is not what was wanted or needed. Supp has asked Love’s to consider a six foot vinyl fence as the buffer. Loves would like to do a cedar fence instead because that is what is normally done. This matter will be discussed to see what would work best. Stuart made a motion to approve the easement offered from Love’s Hospitality, LLC in the City of Wells. Stanhope seconded the motion and the motion passed with Huff abstaining.

DISCUSSION AND ACTION TO ADOPT PROCLAMATION OF THE 2016 WELLS CITY GENERAL ELECTION, NOTICE OF TIME FOR CANDIDATES TO FILE DECLARATION OF CANDIDACY AND DECLARATION OF CANDIDACY FOR THREE (3) COUNCIL MEMBERS FOR A TERM UNTIL THE FIRST MONDAY OF JANUARY, 2021

WHEREAS, the attention of the Council was called to the fact that under the provisions of Article V, Section 5.010 of the Charter of the City of Wells, a general election shall be held on November 8, 2016, for the election of the following City officials:

Three Council members, who shall hold office for a period of four years

and until the first Tuesday in November 2020, and until their successors have qualified and entered upon the discharge of their respective duties upon the 1st Monday of January, 2021.

Thereupon, after a full discussion of the matter and a reference to the Charter provisions and provision of NRS Chapters 293 and 293C, the following resolutions were, on motion duly made by Councilwoman Fuller and seconded by Vice-Mayor Huff, unanimously passed and adopted as follows:

RESOLUTION NO. 1:

RESOLVED: That a general election is hereby called and ordered for November 8, 2016, for the City of Wells for the election of the following officers:

Three Council members, who shall hold office until the first Tuesday in November, 2020, and until their successors have qualified and entered upon the discharge of their respective duties upon the 1st Monday of January, 2021.

That proclamation of said election be made substantially as follows:

PROCLAMATION OF WELLS CITY ELECTION

1. A general City election shall be held in the City of Wells, Nevada, on Tuesday, November 8, 2016 for the election at large by the qualified voters of the City of Wells of the following City Officials:

Three Council members, who shall hold office until the first Tuesday in November, 2020, and until their successors have qualified and entered upon the discharge of their respective duties upon the 1st Monday of January, 2021.

2. The voting or polling place for said election will be at the Wells Professional Building, 1510 Lake Avenue, Wells, Nevada.

3. The polling place shall be open at 7:00 o'clock a.m. and close at 7:00 o'clock p.m. on November 8, 2016, unless polling times are changed by Nevada law, in which event the polls shall open and close in accordance with such Nevada law,

4. Registration for this election shall close at 7:00 o'clock p.m. on October 18, 2016. Qualified persons residing within the exterior boundaries of the City of Wells, Nevada, may register for this election at either the Wells City Clerk's Office, Wells City Hall, Wells, Nevada, or the Elko County Clerk's Office, Elko County Courthouse, Elko, Nevada, according to the law, prior to such close of registration.

5. Each of the officers elected by the popular vote shall qualify as required by the Charter of the City of Wells and the Constitution and laws of the State of Nevada, and enter upon the discharge of their respective duties on the first Monday in January next following the election, and failing to do so within said time, such office shall be and become vacant. To qualify, each Candidate must:

- a. Be a bona fide resident of the City of Wells for at least two (2) years prior to the election;
- b. Be a qualified elector within the City; and,
- c. The candidate must actually, as opposed to constructively, reside in the City at least thirty (30) days immediately preceding the date of the closing of filing of declarations of candidacy for the office.

6. All persons interested in becoming a candidate for office in this election must file their Declaration of Candidacy and pay their \$25.00 filing fee at the Wells City Clerk's Office no earlier than 8:00 a.m., Monday March 7, 2016 and no later than 5:00 p.m., Friday, March 18, 2016. No Declaration of Candidacy shall contain the name of more than one candidate. The signer of each such Declaration shall swear or affirm that the statements therein made are true to the best of his knowledge and belief.

7. Any registered voter who by reason of physical disability or inability to read or write English or who is unable to read election materials or mark a ballot or use any voting device may be assisted by a person of the voter's choice, with exceptions as set forth in NRS 293C.282.

IN WITNESS WHEREOF, the Mayor of the City of Wells has made this Proclamation pursuant to the Wells City Charter and the Order of the Board of Councilmen of the City of Wells, on February 9, 2016.

/s/ **LAYLA WELSH-WALZ**, Mayor

ATTEST:

/s/ **JOLENE M. SUPP**, Wells City Manager

Said proclamation be published in the Elko Daily Free Press on February 12, 19, 26 and March 4, 2016, and posted on February 10, 2016.

RESOLUTION NO. 2:

RESOLVED: That registration for said election shall close on the third Tuesday preceding said election on October 28, 2016, at 7:00 o'clock p.m., and that notice of registration and of close of registration for such election be given by

publication thereof at least once a week for a period of four consecutive weeks prior to said date of closing of registration, in a newspaper published in said County of Elko, namely, the Elko Daily Free Press.

RESOLUTION NO. 3

RESOLVED: That Notice of Close of Voter Registration for said election on November 8, 2016, be given by the City Manager substantially in the manner following:

**NOTICE OF CLOSE OF VOTER REGISTRATION
FOR WELLS CITY GENERAL ELECTION NOVEMBER 8, 2016**

NOTICE IS HEREBY GIVEN that VOTER REGISTRATION for the Wells City Election to be held in and for the City of Wells, Nevada, November 8, 2016, will close at 7:00 p.m. on October 18, 2016. All eligible persons residing within the City of Wells, Nevada, may register to vote in such election prior to such closing date and time by appearing before either the Wells City Clerk, Wells City Hall, Wells, Nevada, or the Elko County Clerk, Elko County Courthouse, Elko, Nevada, and registering in the manner provided by law.

DATED February 9, 2016

/s/ JOLENE M. SUPP, Wells City Manager

Publish: September 2, 9, 16 and 23, 2016.

Post: September 2, 2016.

RESOLUTION NO. 4

RESOLVED: That Notice of Time for Candidates to File Declaration of Candidacy for Wells City General Election on November 8, 2016, be given by the City Clerk substantially in the manner following:

**NOTICE OF TIME FOR CANDIDATES TO FILE DECLARATION OF
CANDIDACY FOR WELLS CITY GENERAL ELECTION NOVEMBER 8, 2016**

NOTICE IS HEREBY GIVEN that all persons wishing to be a CANDIDATE FOR THE FOLLOWING OFFICES in the Wells City Election to be held in and for the City of Wells, Nevada, November 8, 2016, must file a Declaration of Candidacy and pay a \$25.00 filing fee at the City Clerk's Office, Wells City Hall, 525 Sixth Street, Wells, Nevada.

The three Council members, who shall hold office until the first Tuesday in November, 2020, and until their successor has been qualified and entered upon the discharge of their respective duties on the 1st Monday of January, 2021.

Any interested Candidates must file the Declaration of Candidacy no earlier than 8:00 a.m., Monday, March 7, 2016 and not later than 5:00 p.m., Friday, March 18, 2016, as provided for in Wells City Charter Section 5.015(1). No person shall be a candidate or have his name printed on the Official Ballot for such election unless such person has timely filed such Affidavit of Candidacy and paid the \$25.00 filing fee.

DATED February 9, 2016

/s/ JOLENE M. SUPP, Wells City Manager

Publish: February 12, 19, 26 and March 4, 2016

Post: February 10, 2016

RESOLUTION NO. 5:

RESOLVED: That the City Clerk is authorized and instructed to cooperate with the County Clerk of the County of Elko in all matters pertaining to said registration and election, and to have all necessary printing done, publications made, ballots prepared, etc., as shall be proper and lawful under the circumstances.

RESOLVED: That as to any and all acts performed by the County Clerk of Elko County in connection with said registration or election, as may be required by law, the City of Wells shall reimburse said County Clerk for all proper expenses for which said City of Wells may be chargeable.

RESOLVED: That the following persons are hereby appointed as Clerks and Judges of Election, namely:

Clerks of Election: _____

Judges of Election: _____

RESOLUTION NO. 6:

RESOLVED: Any registered voter who by reason of physical disability or

inability to read or write English or who is unable to read election materials or mark a ballot or use any voting device may be assisted by a person of the voter's choice, with exception as set forth in NRS 293C.282.

DATED at Wells, Nevada, on February 9, 2016.

/s/ **JOLENE M. SUPP**, Wells City Manager

APPROVED:

/s/ **LAYLA WELSH-WALZ**, Mayor

CLAIMS COMMITTEE REPORT; ACTION TO APPROVE FINANCIAL STATEMENTS

Fuller wanted to disclose that there was a bill from Fuller's husband to the City of Wells for a training computer and 55" television for the Fire Department. Supp stated that the Fire Department did get several different quotes and Spencer Fuller was the low bidder. Huff made a motion to approve Warrant Register dated January 27, 2016 to February 9, 2016 in the amount of \$44,025.13. Fuller seconded the motion and the motion passed unanimously. Huff again made a motion to approve check register dated January 1, 2016 to January 31, 2016 in the amount of \$48,610.59. Fuller seconded the motion and the motion passed unanimously.

COUNCILMEN'S REPORTS

Fuller reported that last Thursday a meeting was held to discuss the contract with the Sheriff's Department and she felt the meeting was productive. Fuller also referred to the American Med Flight letter to the Public Works and Airport personnel and added her thanks.

Boys and Girls Club fundraiser was very successful. Huff did not have final numbers but reported there were approximately two hundred people raising around \$20,000.

Walz also attended the Boys and Girls Club fundraiser and stated it was a nice event. Walz had planned on attending the monthly NNRDA meeting in January but had the date wrong. In February the meeting will be held on Wednesday. It will be a big weekend for basketball with home games Friday and Saturday.

Walz also wanted to comment on the letter received from American Med Flight and commend the Public Works Department for responding in a situation that was personally stressful to them adding they went above and beyond. Walz wanted to commend them and the first responders for a job well done and appreciates all their efforts with the snow plowing and hard work put in year round. Walz also wanted to encourage anyone who had the time, volunteers are needed for the ambulance and fire department crews.

STAFF REPORTS

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Supp wanted to inform the Board that a lot of money has been spent the last few weeks on snow removal.

Work is moving forward on the FY 2017 budget. Naveran has started some worksheets and Supp will have tentative revenues on February 16, 2016. Supp's hope is to have some drafts at the next couple of meetings. Supp informed those new on the Board that the City must approve a budget the third week of May to qualify to receive Department of Taxation money.

City Hall will be closed on Monday, February 15, 2016 in observance of President's Day.

Justus informed the Board that Xpress Bill Pay will be here on February 18, 2016 for training.

Iveson mentioned the rabies clinic will be held on Saturday, February 13, 2016 at the Fire Station from 10:00 a.m. to 1:00 p.m. and dog licenses will also be available.

Sheriff Pitts was at the meeting stating he gives a monthly report to the County Commissioners and will start coming to City Council meetings monthly to report on what the deputies are doing in Wells. For July 2015 to December 2015, deputies were dispatched to 928 calls, 244 reports, 143 agency assists, 8 animal calls, 510 traffic stops and 172 citations. Three nuisance citations were issued this last week to three residents in town with hopes to get them cleaned up. These residents had received letters and been warned but have not taken any action in resolving the problems. Pitts wanted to inform that the deputies are being supervised out of Elko and a supervisor is available 24 hours a day. Pitts also said work is being done on restructuring with Marvin Morton retiring and his vacancy. There is a possibility of having a detective working in Wells or a fifth deputy.

CITIZENS TO ADDRESS THE COUNCIL

There were none.

ADJOURNMENT

The meeting was adjourned at 7:55 p.m.

LAYLA M. WALZ, Mayor

ATTEST:

JOLENE M. SUPP, City Manager/Clerk