



## CITY OF WEST WENDOVER

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### WEST WENDOVER CITY COUNCIL MINUTES OF THE REGULAR MEETING OF DECEMBER 6, 2011

The West Wendover City Council met for a regular meeting on December 6, 2011. The meeting was held at the West Wendover City Hall, Council Chambers #137. Mayor Andersen presided.

Council Members Present: Bryant Blake, Roy Briggs, Emily Carter, Johnny Gorum and Izzy Gutierrez

Others Present: Nancy Green, Arbie Stone, Mike Crawford, John Hanson, Bryce Kimber, Aleta Kimber, Ron Supp, Gary Kirigin, Jeff Knudtson, Chris Melville and Anna Bartlome

The following proceedings were had.

#### **1. CALL TO ORDER AND ROLL CALL**

Mayor Andersen called the meeting to order at 7:00 p.m. All those present and excused are noted above.

#### **2. PLEDGE OF ALLEGIANCE**

Mayor Andersen led those present in the Pledge of Allegiance.

#### **3. COMMENTS FROM THE GENERAL PUBLIC:**

None offered or received.

#### **4. \*APPROVAL OF THE MINUTES:**

No minutes to approve at this time.

#### **5. NEW BUSINESS**

**\*a. EMERGENCY ITEM: Discussion and Decision regarding Position of City Concerning Motion in the Fourth Judicial District Court for Expedited Rate Increase by Wendover Gas Company, to Include Discussion of Franchise Fee Payments Collected But Not Paid By Wendover Gas, and Other Matters Related Thereto**

Chris Melville stated that the agenda item would need to be split and the franchise fee payments will be on the next agenda. Nancy Green explained that Wendover Gas Company is short on funds and the rate increase would help pay for fuel. Nancy Green stated that she has to pay for the fuel before it is delivered but she is not paid for the fuel used for approximately forty-five days. Council Member Gorum made the motion to approve this decision on the rate increase of the City concerning the motion in the Fourth Judicial District Court for the expedited rate increase by Wendover Gas Company. (*Motion Amended*) Council Member Gorum made a motion that the City supports the decision concerning the motion in the Fourth Judicial District Court for expedited rate increase by Wendover Gas Company. The motion was seconded by Council Member Blake and passed unanimously.

**\*b. Discussion and Decision to Authorize the Issuance of a Temporary Use Permit per City Code 8-3-1(E) for A & I Properties Series LLC; 985 Wells Avenue, a Portion of Lot A, Block H, of West Wendover Highlands Unit No. 1 as Filed with the Elko County Recorder File #182618 and/or 910 N. Pueblo Boulevard, Parcel 2, a Former Portion of Lot A, Block H, as Filed with the Elko County Recorder File #357922. The Temporary Use Permit to Allow Placement of a Temporary Residential/Construction Trailer on the Property for a Maximum Period of 60 Days To**

**Accommodate Final Construction Related to Building Permits #1769 and #1815 Issued to Arby and Irma Stone for Commercial Remodel Related to a Bar/Lounge/Hall Located Within the Structure at 910 N. Pueblo Boulevard. Such Temporary Unit to not Encumber or Otherwise Block Any Dedicated Accesses or Easements to Adjacent Properties or Cross Such Property Lines. And, in Relation to the Aforementioned Permits to Fulfill Previous Obligations Related to Parking for the Opening of Such Business and Other Matters Appropriately Related Thereto**

Chris Melville explained that there has been a request filed for a residential construction trailer. Chris stated that due to the limited property at 910 N. Pueblo Boulevard the trailer would be placed at 985 Wells Avenue. Chris further stated that since there is a change in the operator of the bar/reception hall that the decisions made in 2005 concerning the parking for the reception hall is reaffirmed. General discussion was had regarding the time allowed for the temporary permit (60 days), that just the bar portion would be opened and not the reception hall at this time. Council Member Blake made the motion to authorize the issuance of a Temporary Use Permit per City Code 8-3-1(E) for A & I Properties Series LLC; 985 Wells Avenue, a portion of Lot A, Block H, of West Wendover Highlands Unit No. 1 as filed with the Elko County Recorder File #182618 and/or 910 N. Pueblo Boulevard, Parcel 2, a former portion of Lot A, Block H, as filed with the Elko County Recorder File #357922. The Temporary Use Permit to allow placement of a temporary residential/construction trailer on the property for a maximum period of 60 days to accommodate final construction related to Building Permits #1769 and #1815 issued to Arby and Irma Stone for commercial remodel related to a bar/lounge/hall located within the structure at 910 N. Pueblo Boulevard. Such temporary unit to not encumber or otherwise block any dedicated accesses or easements to adjacent properties or cross such property lines. And, in relation to the aforementioned permits to fulfill previous obligations related to parking for the opening of such business. Also reaffirm that the parking requirements for the meeting hall portion has not yet been met and thus, the meeting hall cannot be opened and cannot receive an occupancy permit until such time the parking requirement is completed. The motion was seconded by Council Member Briggs and passed unanimously.

**\*c. Discussion and Decision to Award the Bid for the Land Tank Interior Coating Project PWP-EL-2012-68 as part of the Johnson Springs Transmission System and to Authorize the City Manager to Prepare and the Mayor to Execute Any and All Documents and Contracts Related Thereto and Other Matters Appropriately Related Thereto**

Chris Melville stated that the recommendation from the City Engineer was to award the project for the Land Tank Interior Coating Project to Olympus and Associates in the amount of \$147,430.00. Chris explained that the bid total does include the alternate bid items and with approval the project could begin at the end of the month. Council Member Gorum made a motion to award the bid for the Land Tank Interior Coating Project PWP-EL-2012-68 as part of the Johnson Springs Transmission System and to authorize the City Manager to prepare and the Mayor to execute any and all documents and contracts related thereto for the bid amount of \$135,430.00 with the alternates of \$12,000.00 for a total bid of \$147,430.00 to Olympus and Associates. The motion was seconded by Council Member Blake and passed unanimously.

**\*d. Discussion and Decision to Approve the Termination of Exclusive Listing Agreement with Century 21 Jensen Realty Concerning the City Owned Residential Lots of Village One Phase I and Village One Phase II and Authorize the City Manager to Proceed with the Preparation of a Possible Development Agreement and Related Resolution and/or Other Documents for Such Lots and Other Matters Appropriately Related Thereto**

Chris Melville stated that he provided the Termination of Exclusive Listing Agreement, which has been signed by the representative of Century 21 Jensen Realty. This agreement is in regards to the remaining 14 residential lots along Tibbets Boulevard that the City owns. Chris stated that with approval he would work on a new development agreement with Ascent Construction. The agreement would allow Ascent Construction to build on one lot at a time with the building permit and impact fees paid at the time of closing. Council Member Briggs made a motion to approve the Termination of Exclusive Listing Agreement with Century 21 Jensen Realty concerning the City owned residential lots of Village One Phase I and Village One Phase II and authorize the City Manager to proceed with the preparation of a possible development agreement and related resolution and/or other documents for such lots. The motion was seconded by Council Member Carter and passed unanimously.

## **6. DEPARTMENT UPDATES**

**Fire Chief** – Jeff Knudtson had nothing to add to the memo, which stated that building inspections are going on as usual. The demolition of the convention center at Red Garter Hotel and Casino has started and as soon as plans are approved they will begin the remodel to change the convention center into a gaming

area. The memo further stated that three more years of funding was secured for the CodeRED program from the DOE Grant at a cost of \$14,760.00. Also as part of the DOE Grant a new defibrillation unit was funded at a cost of \$17,000.00. Jeff also attended a State Preparedness Program meeting that is mandated by the President; the program determines risks associated with the community, determine the response capability of the community and any lack of abilities.

The department responded to the following incidents from January 1, 2011 to December 2, 2011.

Fires	23
Overpressure rupture, explosion, overheat – no fire	0
Rescue and Emergency Medical Service	225
Hazardous Condition – No Fire	5
Service Call	67
Good Intent Call	27
False Alarm and False Call	13
Severe Weather and Natural Disaster	0
Special Incident Type	56

**Police Chief** – Ron Supp had nothing to add to the memo, which stated that the Reserve Officer Program had a slight issue with the certifications due to a communication breakdown with POST. Those issues are being resolved now and are also looking into the possibility of using the Reserve Officers while this process is being completed. Recruitment for dispatch personnel is still ongoing.

The department responded to the following for the month of November.

	November
Calls for Service	611
Adult Arrests	10
Warrants Served	1
Juvenile Arrests	1
Citations Issued	142
Transports	12
Field Interviews	4
Civil Papers Served	54

**City Clerk/Records Officer** – Anna Bartlome stated that Financial Disclosure Statements are due by January 15<sup>th</sup>.

**Chief Financial Officer** – Chris Melville went through his memo, which stated that the Waste Water Phase 2 Project continues and is 55% completed on construction. Chris stated that the bond process would begin with USDA for that project with a draft ordinance being provided sixty days before bond closing. The City Hall Solar Project Phase 2 environmental paperwork has been submitted to DOE Nevada Department of Energy for review. NDOT has the 90% drawings for the Wendover Boulevard Enhancement Phase I project. NDOT is continuing to rent the old City Office building through the next construction season. Chris stated that the City Engineer, Clinic Staff and himself met to finalize the remodel plans for the clinic. The final design certification letter will be sent to HRSA before the end of the year and would likely receive authorization to bid in early January.

**Public Works Director** – Bryce Kimber had nothing to add to the memo, which stated that the Public Works Department had been busy getting all of the Christmas decoration out, repaired and put up. All of the irrigation lines have been winterized. There was one water leak this month in Desert View Mobile Home Park. There was also an issue with the sprinkler shut off for the new ball fields with the water valve being buried; the contractor will be out to fix it. The Reuse Department has been busy helping with the upgrade. The department helped with the draining and cleaning of the digester basin and then helped install a new drain valve due to the old one being broken. The Waste Water Phase 2 Project is moving along well; the brush blasting, repairing and ceiling of the north basin walls has been completed. The new diffuser and appropriate air lines have been installed. The head gates between the north basin and the east clarifier have also been installed. The new membrane basin walls have all been sealed. The demolition of

all the equipment in the east clarifier as well as the installation of the denitrofication equipment has been completed.

**City Manager** – See above under Chief Financial Officer.

**7. COMMUNICATIONS**

Council Member Gutierrez stated that it sounds like everyone has been very busy.

Council Member Blake congratulated Jeff Knudtson on getting the grant funds for the CodeRED Program and the new defibrillation unit.

Chris Melville stated that after meeting with Bryce Kimber and Ron Supp the selection of the animal shelter as the potential CDBG project does not seem feasible at this time. The discussion was to wait until next year, restructure and then submit the animal shelter project. Chris explained that an assessment grant could be applied for this year which would be \$20,000.00 with the City being responsible for \$5,000.00 (\$4,000.00 in-kind and \$1,000.00 cash).

**8. \*APPROVAL OF THE CLAIMS:**

Council Member Gorum made the motion to approve the claims for December 6, 2011. The motion was seconded by Council Member Carter and passed unanimously.

**9. COMMENTS FROM THE GENERAL PUBLIC:**

None offered or received.

**10. \*NEXT MEETING DATE AND ADJOURNMENT**

The next meeting date is a regular meeting on December 20, 2011 at 7:00 p.m. at the West Wendover City Hall, Council Chambers #137. Council Member Carter made the motion to adjourn at 7:24 p.m. The motion was seconded by Council Member Briggs and passed unanimously.

ATTEST:

Anna E. Bartlome  
City Clerk/Records Officer