



## **CITY OF WEST WENDOVER**

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### **WEST WENDOVER CITY COUNCIL MINUTES OF THE REGULAR MEETING OF FEBRUARY 1, 2011**

The West Wendover City Council met for a regular meeting on February 1, 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 (by phone) and Izzy Gutierrez

Others Present: Corinne Copelan, Sondra Schmidt, Pam Borda, Diana Elwess, Mike Crawford, Bob Loncar, Bryce Kimber, Ron Supp, Lisa Supp, 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:**  
Council Member Carter made the motion to approve the minutes of the regular meeting of January 18, 2011. The motion was seconded by Council Member Blake and passed unanimously.
5. **CONSENT CALENDAR**
  - \*a. **Second Reading and Adoption of Ordinance #2011-01; An Ordinance Amending Title 1, Chapter 23, of the West Wendover City Code Entitled "Fingerprint Submission Code," by Authorizing Fingerprint Based Background Investigations for Applications for Liquor and General Business Licenses and Correcting Typographical Error**  
Mayor Andersen read the above entitled ordinance. General discussion was had regarding doing fingerprint background investigations on general business licenses and under what circumstances, if investigations would be done on all general business licenses (both current and future) and if a background investigation is done who would make the final decision. It was stated that background investigations were not going to be done retroactively on any of the current business licenses. It was explained that final approval of any background investigation would be done by the City Council. Council Member Blake made the motion to adopt Ordinance #2011-01, an ordinance amending Title 1, Chapter 23, of the West Wendover City Code entitle "Fingerprint Submission Code," by authorizing fingerprint based background investigations for applications for liquor and general business licenses and

correcting typographical error. The motion was seconded by Council Member Carter and passed unanimously.

## 6. **NEW BUSINESS**

### **\*a. Discussion and Decision to Approve the Licensure Agreement with Nevada Department of Transportation for Use of the Old City Office Building Located at 801 Alpine Street and Other Matters Appropriately Related Thereto**

Chris Melville explained that we have been in discussion with NDOT about renting the old City Office building. The licensure agreement would allow for a 30-day termination. Chris explained that NDOT is still reviewing the agreement. Council Member Blake made the motion to approve the Licensure Agreement with Nevada Department of Transportation for use of the old City Office building located at 801 Alpine Street. The motion was seconded by Council Member Carter and passed unanimously.

### **\*b. Presentation, Discussion and Decision to Approve the Elko County Economic Diversification Authority Strategic Plan and Other Matters Appropriately Related Thereto**

Pam Borda, Executive Director of the Elko County Economic Diversification Authority (ECEDA) presented the Strategic Plan. Pam explained that ECEDA had been lacking a long term direction and cohesion in working with the member cities. The plan identifies strategies that are consistent across the nation all the way down to the local cities. The plan calls for moving to an open source economic development philosophy. Open Source Economic Development will allow ECEDA to utilize the community in recruiting, retaining and expansion of business. Council Member Carter made the motion to approve the Elko County Economic Diversification Authority Strategic Plan. The motion was seconded by Council Member Blake and passed unanimously.

### **\*c. Discussion and Decision to Approve the Interlocal Agreement with Elko County with Regard to Participation in the Elko County Economic Diversification Authority and Other Matters Appropriately Related Thereto**

Chris Melville explained that the Interlocal Agreement and Resolution are interrelated items and can be approved together. Pam Borda explained that the Interlocal Agreement is now up to date with the recent changes. The changes include allowing private enterprise membership to ECEDA and are members of the board. Another change is to make the board of director's advisory to the executive committee. Council Member Blake made the motion to approve the Interlocal Agreement with Elko County with regard to participation in the Elko County Economic Diversification Authority and to approve the attached resolution. The motion was seconded by Council Member Carter. Council Member Blake amended his motion to approve the Interlocal Agreement with Elko County with regard to participation in the Elko County Economic Diversification Authority and to approve the attached Resolution #2011-01. The motion was seconded by Council Member Carter and passed unanimously.

### **\*d. Discussion and Decision to Approve the Educational Reimbursement Request for Jeremy Loncar per Collective Bargaining Agreement and Personnel Policy and Other Matters Appropriately Related Thereto**

Chris Melville explained that this is part of the contract with the Local 4041 and the City's policy with final approval by the Council. Council Member Blake made the motion to approve the educational reimbursement request for Jeremy Loncar per Collective Bargaining Agreement and Personnel Policy. The motion was seconded by Council Member Briggs and passed unanimously.

### **\*e. Discussion and Decision to Authorize City Manager to Prepare Code Amendment for City Code 6-11 with Regard to Sale, Exchange or Lease of Real Public Property per Changes/Updates with Regard to N.R.S.**

Chris Melville explained that this is to update the code with the new changes in the NRS. Chris further stated that the code would specifically reference certain parts of the NRS in order to keep up with any future changes. Council Member Carter made the motion to authorize the City Manager to prepare code amendment for City Code 6-11 with regard to sale, exchange or lease of real public property per changes/updates with regard to N.R.S. The motion was seconded by Council Member Blake and passed unanimously.

**\*f. Discussion and Decision to Renew City’s Annual Employee Health Insurance Program, Related Rates and Approve Amendments to the Master Plan Document and Other Matters Appropriately Related Thereto**

Chris Melville explained that the Insurance Committee is making the following recommendations for health insurance coverage.

The recommendations are as follows:

1. Retaining Big Benefits/Everest Administrators as our claims administrator.
2. Renewing the stop loss insurance with McEvilly at \$30,000.00.
3. Increasing the employee contribution for plus 1 and family by 5% (maximum allowed per year under new Health Care Law).
4. Increasing the City’s contribution per employee from \$7,200.00 to \$7,800.00 to keep pace with the current accruals.
5. Amend the Health Insurance Master Plan document to provide for “Domestic Partnerships” which are defined and regulated under NRS to qualify and as well make some other small adjustments for the new Health Care Law.

Council Member Blake made the motion to renew the City’s Annual Employee Health Insurance Program, related rates and approve amendments to the Master Plan Document. The motion was seconded by Council Member Carter and passed unanimously.

**7. DEPARTMENT UPDATES**

**Fire Chief** – Jeff Knudtson had nothing to add to memo, which stated that the final fixes are being done on the ball fields and should be completed shortly. The department is starting the Haz/Mat Op’s course and it will be going on for a couple of months.

The department responded to the following incidents from January 1, 2011 to January 27, 2011.

Fires	1
Overpressure rupture, explosion, overheat – no fire	0
Rescue and Emergency Medical Service	13
Hazardous Condition – No Fire	1
Service Call	2
Good Intent Call	2
False Alarm and False Call	0
Severe Weather and Natural Disaster	0
Special Incident Type	2

Council Member Gutierrez asked for a time to meet with the Fire Chief in order to prepare for his upcoming evaluation.

**Police Chief** – Ron Supp had nothing to add to memo, which stated that the training for the Reserve Officer program has begun. The memo further stated that due to the time it has taken to find a Domestic Violence Advocate the agency funding the grant have requested that alternate means to provide services locally. The grant for the purchase of the P.B.T.’s (pre breath test) has been awarded by the Office of Traffic Safety.

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

	January
Calls for Service	809
Adult Arrests	17
Warrants Served	9
Juvenile Arrests	0
Citations Issued	134
Transports	18
Field Interviews	2
Civil Papers Served	125

**City Clerk/Records Officer** – Discussion was had regarding the date of either February 22<sup>nd</sup> or 24<sup>th</sup> for the special meeting for evaluations for the Fire Chief and City Manager.

**Chief Financial Officer** – Sondra Schmidt had nothing to add to memo, which stated that the budget process has begun. The payroll projections are being worked on and the audit for fiscal year 2010 is being entered. The budget workshops are scheduled for the end of March. The preliminary revenue projections will be distributed by the State on February 15<sup>th</sup>. The consolidated taxes for November 2010 came in higher than the previous year. The projected revenue is up 7.18% for the year.

**Public Works Director** – Bryce Kimber had nothing to add to memo, which stated that new Public Works Building has been postponed until fall when both the Waste Water Phase 2 Upgrade and the Public Works Building will be reevaluated. The department has been busy performing maintenance on vehicles, taking down Christmas decorations and doing locates for CentraCom as they continue to upgrade their system. There have been a few water leaks this month, most due to sprinkler systems not being winterized. The E.G.R. cooler went out on the engine of the garbage truck and it was burning antifreeze, Cummins Intermountain sent a field service tech out to repair it (all under warranty) and had it back working in one day. Wendover Utah helped out with the garbage service for that day.

**City Manager** – Chris Melville had nothing to add to memo, which stated that HRSA (clinic remodel) has approved the engineer certificate and the design work is now proceeding. The contract award documents with UDSA for the Waste Water Phase 2 project are being worked on and should soon be ready to execute them. The final guard railing for the N. Gene L. Jones Way sidewalk project is still waiting for installation and should be completed before the end of February. The repairs to Wendover Will are getting closer to completion with base being repaired, new stucco and lettering back up, and the contractor is preparing the concrete for replacement.

Council Member Gutierrez asked for a time to meet with the Fire Chief in order to prepare for his upcoming evaluation.

**8. COMMUNICATIONS**

Mayor Andersen asked if anything had been heard regarding the OB/GYN that could be coming out here to practice. Chris Melville explained that Nevada Health was still working on some issues concerning the OB/GYN.

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

Council Member Blake made the motion to approve the claims for February 1, 2011. The motion was seconded by Council Member Carter and passed unanimously.

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

The next meeting date is a regular meeting on February 15, 2011 at 7:00 p.m. at the West Wendover City Hall, Council Chambers #137. Council Member Carter made the motion to adjourn at 7:35 p.m. The motion was seconded by Council Member Blake and passed unanimously.

ATTEST:

Anna E. Bartlome  
City Clerk/Records Officer