



GARDNERVILLE TOWN BOARD

Meeting Minutes

Ken Miller, Chairman
Cassandra Jones, Vice Chairwoman
Lloyd Higuera, Board Member
Linda Slater, Board Member
Mary Wenner, 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, October 3, 2017

4:30 p.m.

Gardnerville Town Hall

INVOCATION – Rob Simpson, Assistant Pastor of Valley Christian Fellowship

 **4:30 P.M. Chairman Miller called the meeting to order and made a determination of a quorum**

PLEDGE OF ALLEGIANCE – Cassandra Jones led the flag salute.

PRESENT:

Ken Miller, Chairman
Cassandra Jones, Vice-Chairwoman
Lloyd Higuera
Linda Slater
Mary Wenner

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

 **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.

Ms. Wenner went to Splash Dogs over the weekend. As soon as I was walking in they announced thank you very much to the town board. They had a good turnout.

No further public comment.

 **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 Slater/Jones to approve the agenda.

No public comment.

Upon call for the vote, motion carried unanimously.

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

September 5, 2017 Regular Board meeting, with public comment prior to Board action.

Motion Higuera/Wenner to approve the 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 September 2017 claims
Approved..
4. **For Possible Action:** Approve Resolution 2017R-077 augmenting the Town of Gardnerville's Fiscal Year 2017-2018 budget.
Approved.
5. **For Possible Action:** Approve continuing Resolution 2017R-01, a resolution by the Gardnerville Town Board adopting policy regarding opening invocations before meetings of the Town Board of Gardnerville; with public comment prior to Board action.
Approved.

Motion Jones/Slater 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)

6.  **For Possible Action:** Discussion to approve Resolution 2017R-02, in support of and financial commitment to the Main Street Gardnerville program for the Main Street Gardnerville's state application; with public comment prior to board action.

Mr. Dallaire pointed out with the state program now available for Main Street, Mr. Peter Wallish is the program director for the state. There is an application form that they need to fill out. Main Street Gardnerville is looking for a written document to support them. We drafted this up. If we need to make corrections we can bring it back. Main Street is working on the detail portion.

Ms. Debbi Lehr, Main Street Program Director, explained the state will be grandfathering us in and they are taking five additional towns into the program. They mention \$30,000 as the commitment between the county and the town for a town our size. The application says \$25,000. Either way we are still onboard. We just wanted to give them something that even though you totally support us we are going forward as though we were brand new. Minden will not be applying. Minden has decided to disburse and cease operating on October 31. They are going to help with the Turkey Trot and finish helping with Small Business Saturday. They asked us to take on the May 4th event. They have offered the event to Main Street Gardnerville or the Town of Minden and I am still waiting to hear about that.

Motion Jones/Higuera to approve Resolution 2017R-02.

No public comment.

Upon call for the vote, motion carried unanimously.

7.  **Not For Possible Action:** Discussion on the Main Street Manager's semi-annual Report of activities and financials.

Ms. Lehr has her director's report in board packets. She went over the financials. We have our district vitality group who will go out and do a sales blip to the businesses. We've had a lot of moving around. Gadzooks has moved to midtown. DST Coffee opened on the 30th. And they have been busy ever since. I think we decided there were only two vacancies. As far as social media since I came on, Twitter has risen to 323 followers. Facebook has gone up to 598 followers, and Instagram, which I started, is up to 213 from zero. We had a great opening in May for the sidewalk gallery with the annual Douglas High photo installation in May. We did the Sweep the Town in May in conjunction with the town. We did our five wine walks which were up, including the rain last week. We ended up with a total of 182 walkers. We were totally 122 walkers over last year and made \$5,261 more than last year. Our Fall Harvest and Scarecrow Festival is Saturday 9 – 3 at Heritage Park and Heritage Park Gardens. Our coffin races are next Saturday. We are currently at three coffins. We also have three sponsors this year. We are selling tombstones

for ad space for \$50. We have a lot more sponsors and a lot more vendors. The Freedom 5k had 104 runners. We made a profit of \$20.19. We have decided to go on and work with this next year and probably bring the price up. Turkey Trot is at \$40. We think there is a happy medium that we can make a little bit more of a profit and promote it from January through July. Small Business Saturday is November 25th. We are doing Christmas Tree Bingo. We will be doing a blood drive at the museum. I am working on the Nevada Main Street program and the Minden Main Street is ceasing. California Main Street conference is February 21st through the 23rd. National Main Street Conference is March 25th through the 29th. The March conference is in Kansas City, Missouri. February is in Pleasanton, California.

8.  **For Possible Action: Discussion to accept and sign an agreement between Douglas County and the Town of Gardnerville for \$539,350 in a grant from the Nevada Community Development Block Grant Programs for redevelopment of the former Eagle Gas Station site, authorizing the town manager to sign the associated documents; with public comment prior to board action.**

Mr. Dallaire hasn't brought this to you since we submitted for the second round. We finally finished the environmental assessment report and now Douglas County has created the agreement. They took it to their board two weeks ago and now we need formal approval. This is the last step before we receive the notice to proceed.

Vice-Chairwoman Jones asked if after this we would be able to submit for bids.

Mr. Dallaire will submit the plans after we get the notice to proceed. I suspect we will get monthly installments. Once we pay the check and they receive it then we submit the paperwork and get reimbursed.

Vice-Chairwoman Jones issue is the speed at which we can break ground. With winter coming do we wait until spring?

Mr. Dallaire answered it will depend on the bidding process. We have several projects close to going out to bid. I need to update the contract documents for the Nevada Department of Transportation projects and specifically Kingslane. We will have to work through getting the contract docs approved once we get the notice to proceed. We will then give Jean everything on our end that we are submitting for a permit. They will then review it and make sure it is appropriate. We have been waiting for information on salaries. Our project was selected to be audited. I believe we were selected because of proximity to Carson City. With the storm drain basin being installed in the parking lot it is a huge improvement to the flood analysis. Anderson is working on that right now. I walked it with the gentleman who is doing the plans to add a few more things. He is pretty comfortable with the fact we would be able to convey the 50 year event with the new pipe underneath Toler. Once it gets to 100 year we are reducing it from about 12 inches of water to about three. It would actually be drivable in a flood event, which is what we were hoping. The detention basin will still help with the onsite drainage and also the highway drainage. The individual that came from the feds didn't like the environmental assessment report and what we put down as far as the properties surrounding it. There was a couple extra properties we needed to add to the report and to do that we had to send out a notice to the tribe. They had to sign off that there were no known artifacts.

Mrs. Slater asked if that is something the tribe is going to be asking for on every project that is done?

Mr. Dallaire answered if it is federal. The building department is moving forward. We will get the bid out over winter. They can do work on the inside. There is a lot of remodel that will be out of the weather. We will be cutting the slab inside and all the utilities will be brand new coming to the site.

Chairman Miller mentioned the tree stump has to come out.

Mr. Dallaire didn't think there was any reason to have someone come in and just do that. We will have them remove it when we put the storm drain in. I was hoping to get that in first, but I need the study to get done so we have plans to build and show NDOT where these connection points are and how much of a benefit this is going to be for them and their highway.

Mrs. Slater added they will want the reconfiguration.

Mr. Dallaire advised if not, then we will just put the sidewalks in away from the existing curb that is there today. They can match up to it whenever they get their act together.

Mrs. Slater suggested Mr. Dallaire contact Assemblyman Wheeler. Explain to him some of the issues that we have been dealing with in the state. See if there is any assistance he can't give us. He does represent Douglas County.

Mr. Dallaire stated this is really a formality. It is signing the paperwork. Mimi sent it to the commissioners.

Mrs. Slater asked Mr. Dallaire to speak with Assemblyman Wheeler and see if something can't be done.

No public comment.

Motion Slater/Jones to accept and sign an agreement between Douglas County and the Town of Gardnerville for \$539,350 in a grant from Nevada Community Development Block Grant Programs for redevelopment of the former Eagle Gas station site, authorizing the chairman of the board to sign the associated documents. Motion carried unanimously.

9.  **For Possible Action:** Discussion to approve, approve with modifications, or deny the following proposed town policies or revisions to town policies:
- a. **Town Social Media Policy**
 - b. **Greenwaste Policy 22.12**
 - c. **Collection Days 21.3**
 - d. **Solid Waste Collection Routing 21.4**
with public comment prior to board action.

Chairman Miller asked if they could take all these in one motion or do we have to itemize.

Attorney Yturbide would like them itemized. I have some issues that I wanted to discuss on the social media policy.

Mr. Dallaire has had Carol go over and update the policies on greenwaste, collection days and solid waste. The social media policy is really a reaction to the county policy. There are a lot of rules in the policy that we do not follow because we can't. As far as the town goes we should help our businesses. Otherwise half of the things we post wouldn't be allowed.

Attorney Yturbide's initial reaction didn't have the benefit of the county policy. I was reviewing the outline, which I think is provided for discussion. When you are dealing with social media there are some issues that are raised. One of them is what kind of forum it is. If the government is providing a forum for the public to use and leave messages, you have to have a policy that is very neutral on viewpoint. I didn't want you to adopt a policy in reaction to what has been presented without having an opportunity to think about what the potential issues are. I did some research and found an article that was of interest. You have been provided with a copy.

Chairman Miller asked if something comes up on our site that refers to me or refers to one of the other board members and Carol being the administrator, she would hopefully notify us what is there. What is our responsibility to answer these?

Attorney Yturbide thought that is the first question you have to ask yourself. What is your purpose for having a social media site? I don't know the answer to that. I was hoping to get more direction in terms of how you use it.

Mrs. Slater mentioned last year at the Nevada League of Cities conference a speaker spoke about media. You have to have an administrator in the office that oversees. It is used primarily for notifications. They said make sure every one of your employees reads it and signs off on it. They have had instances where things have come back and they found them on there and there may or may not be a reason for dismissal. If every employee has read it and understood it, then you could take action. You want to make sure all your employees understand it.

Attorney Yturbide responded the reason they are saying that is it becomes a condition of employment where an issue could be potentially be subject to some form of discipline.

Chairman Miller gave an example if a derogatory comment is made about your job.

Mrs. Slater felt if you have something where they have read it and signed that they have read it and agree to the rules and regulations of the policy then there is no way for them to get out of it. Just protect yourself and make sure each of the entities have this policy that has been signed off by all the employees.

Attorney Yturbide believed any of your rules of employment that talk about the policies, the whole handbook should be one that is signed off on. That is a personal use of social media. I don't know that the employees do that or have that ability.

Vice-Chairwoman Jones thought the way the current policy reads subject to this and the Douglas County policy, the Douglas County policy specifically states after hours use of social media could be subject to discipline.

Attorney Yturbide advised you would want them to sign off on the entire handbook. Then you also have something potentially in conflict. If the administrator reserves the right to accept or reject proposed postings based upon the controversial nature of material, the county indicates they are not going to be deleted or removed based upon the views expressed. In my view those are potentially at odds with one another.

Vice-Chairwoman Jones is inclined to table 9a to give an opportunity to redraft our policy with more specificity because of that conflict problem. If we're adopting the Douglas County Social Media Use Policy, which portions are we not adopting; or where in conflict our document controls and we don't need to get more specific. We should probably table our social media to give Jennifer time to review it and maybe propose something more specific.

Chairman Miller looks at it differently since we are an advisory board to Douglas County. We're not a deciding board that we are subject to their policies as elected officials. So I think we have to adopt their policy no matter what we do on our own.

Mrs. Slater asked if we have the ability to add additional policies to the county's subject to these additional policy issues.

Attorney Yturbide just wants to make sure you are not adding in anything that is in contravention to what is described within the county policy.

Mrs. Slater would go along with Chairman Miller that we are an advisory board and that's how it should be governed. Do we have the ability to add something if we find there is a conflict?

Attorney Yturbide read something in the policy which has a disclaimer saying if it's a social media policy that is managed by you then you could potentially do more. I don't think doing something in contravention would be a good idea.

Vice-Chairwoman Jones thought historically we have used our Facebook page as a pass through for other town benefiting information. So if you follow the Douglas County Social Media Policy as written, because it requires a link back to the county site, we could not do anything that links back to Main Street. If you read it it's used as a method to disseminate public information as a promotional tool. This is called a pull model for news. The idea is when someone wants to know what is happening in the county they pull the information down as compared to a push model, which is outward emails. By following this social media policy, Douglas County is limiting itself to only information you want to pull down specifically for Douglas County. If we translated that directly to the Town of Gardnerville, the problem is that's not how we use our social media. We use it as a pass through for pulling information down on businesses in our community. It's part of the economic vitality we built into our town. I don't want to adopt this lock, stock and barrel without looking at whether or not we can include an ability for pass through of information from businesses and organizations in town. Adoption of the Douglas County policy would prohibit us from reposting Main Street or something from the Carson Valley Arts Council.

Attorney Yturbide will look into that issue in terms of what extent. I don't know the answer right off.

Mr. Dallaire added this is all specific to the Douglas County social media aspect. So how do we, as a town underneath that policy, address our needs? So the thought was to specifically state in our policy what we wanted to do, which is what we are trying to accomplish.

Vice-Chairwoman Jones felt our purpose would include ensuring economic vitality for the Town of Gardnerville.

Mr. Dallaire added it's not just events and things that we hear about. The whole purpose is to build this as a network so that when an emergency happens we have people following it and utilizing it. We repost events occasionally. There are other events that we have been trying to share. The intent was to try and get a little more specific policy generated that we are using today. We don't use all the same platforms that the county does, so just what we are using at the town level.

Attorney Yturbide asked if one of the other things that you were trying to accomplish is that it be within the geographical limits of the town.

Mr. Dallaire agreed.

Mr. Higuera agreed they should table the policy.

Chairman Miller asked if we just left out the county and put our own policy out there, it doesn't mean we reject the county's, but we have our own policies within our own government.

Mr. Dallaire answered we still have to modify this somehow because it's already a policy that they've adopted. We, as a county employee, have to abide by it. The problem I have is they pushed it out, and the sections we were having issues with they weren't taking out.

Chairman Miller didn't think they were thinking of the economic vitality at all.

Mr. Dallaire believed it's all about building a following to be a useful tool for the town.

Chairman Miller called for public comment on item A.

Mr. Glenn Linderman wondered if the county policy is applied only to the county's use of the county's social media rather than the town's use of the town's social media. Does the county policy cover everything that could possibly be done on social media? Then who is allowed to post is another issue. As far as the policy goes, if the county policy says they are applied to every social media outlet that is under any sort of county purview or if it's just the ones for the county that the county runs as county employees. If you are not posting on the county's social media then maybe you could have a different policy. If you are looking to make changes to the county policy, maybe the simplest change would be to make it narrow enough that it only applies to the county direct employees as opposed to indirect employees.

The part that bothers Chairman Miller is it says, "elected officials."

Vice-Chairwoman Jones pointed out on page 9-2 IIA is that this is a policy that covers "all Douglas County Social Media sites posted by the department directors, elected officials or their designees." It's required to be proofed by the county manager, the public information and community relations coordinator and the applicable elected official. The way I read that I have a Facebook page that I put up as a candidate four years ago. Everything I post on there has to go through the county manager and through Melissa? I'm pretty sure they didn't mean to do that.

Mr. Linderman commented it sounds extremely restrictive. That sounds like even on your own Facebook page. And what about your Heritage Law site? There's a conflict right there. They can't really control what you do as your business. That policy seems overbroad.

Attorney Yturbide suggested having a discussion with them about their policy in general is probably a good idea and what their intention was. How does our social media and computer system work right now? Are we through the county?

Mr. Dallaire stated the server goes through the county. It's our server.

No further public comment.

Motion Jones/Slater to table A and move onto B. Motion carried unanimously.

b. Greenwaste Policy 22.12

Vice-Chairwoman Jones commented when you see the addition and deletion under the title “residential,” there is an “s” that I can’t tell whether it is deleted. It doesn’t look like it was deleted. The original was one additional. But the addition is up to two and then there is this random “s” out there. “Residential households are offered up to two 90 gallon waste totes” and there is a spare “s” hanging out there.

Mr. Dallaire did change the greenwaste can so we described it a little more. Pretty minor changes.

No public comment.

Motion Jones/Higuera to approve the new greenwaste policy 22.12 as amended. Motion carried unanimously.

c. Collection Days 21.3

Mr. Dallaire changed the way we do billing to mandatory collection of commercial accounts once a month.

Vice-Chairwoman Jones remarked it hasn’t been updated in 15 years. I think it’s about time.

Mr. Dallaire also changed the placement of the tote wheels against the curb.

No public comment.

Motion Higuera/Slater to approve C, Collection days. Motion carried unanimously.

d. Solid Waste Collection 21.4

Vice-Chairwoman Jones has another grammatical problem. The new bullet point in the middle “the crew shall use the same route once it is established in.” In what? And also there is no period at the end. “The crew shall use the same route once it is established.” My question is the use of the acronym DVR in the last bullet point.

Mr. Dallaire explained it doesn’t record the driver, it records what happens around. If a driver is in an accident we have video proof of how it happened.

Mrs. Slater felt that was a good idea.

Mr. LaCost advised if someone assaults one of our drivers or throws something on the truck we can go back to the camera and say he really did. It is for the benefit of both the drivers and the residents.

Vice-Chairwoman Jones suggested spelling that out and not use the acronym.

Mrs. Slater asked the cost of the DVR per truck

Mr. LaCost thought around 4 to \$500.

Mr. Dallaire mentioned Craig installed them.

No public comment.

Motion Jones/Wenner to approve the solid waste collection routing 21.4 with the change to the third bullet point and spelling out DVR. Motion carried unanimously.

10.  **For Possible Action:** Discussion to approve, approve with modifications, or deny funding a portion of the NV Energy work, in conjunction with the Douglas County School District’s Carson Valley Middle School for the site improvement project providing underground power in the amount of \$12,989.35. The services provide underground power adjacent to High School and Courthouse Streets with a vault and

conduit stubs onsite for possible future projects to provide underground power along Courthouse Street; with public comment prior to board action.

Mr. Dallaire reviewed they are done with construction. We had some huge concerns in the beginning on what they were proposing. We looked at undergrounding the entire street all the way down and with the timing and having to pay prevailing wage, we decided to hold off on our portion, which is undergrounding the next three poles. They do have one pole left. They put a vault and stubbed out underneath the walkway conduit so we will be able to tie in when we finish the underground down Courthouse Alley. Basically it was the vault, extra conduit and the labor associated. Splitting the cost seemed to be fairly easy. The school already paid Core Construction so I had them generate an invoice for us to pay. That will allow us to tie into that system, eliminate the last pole and put our electrical underground. The school district put in two more handicap ramps and fixed the one across the street. A huge improvement from the way it used to be. Traffic seems to be flowing a lot better. I will be excited to get the pedestrian flashers in.

No public comment.

Motion Higuera/Jones to approve funding the portion of Nevada Energy work in conjunction with the Douglas County School District's Carson Valley Middle School for the site improvement project providing underground power in the amount of \$12,989.35. The services provide underground power adjacent to High School and Courthouse Streets for the vault and conduit stubs on site for possible future projects to provide underground power along Courthouse Street. Motion carried unanimously.

11.  **For Possible Action:** Discussion and direction to staff on current and future projects such as: Gardnerville station, Street projects, curb and gutter storm drain improvements along Hwy 395, trail improvements, Hellwinkel barns, etc., to develop priorities and look at funding opportunities; with public comment prior to board action.

Mr. Dallaire reviewed the projects completed, being worked on (Village Motel boundary line adjustment, crack repair project in Chichester, Eagle Scout project two phase project for the Martin Slough pond landscaping and trail amenities, Gardnerville station, Industrial Way, Southgate, Service Drive, update the ramps to the crosswalk at 395, Kingslane, trail realignment, sinkhole at Elges, tripping hazard at the funeral home on 395 at the S curve, Douglas sidewalk near Cemetery and French sidewalk repair), and the project wish list (Martin Slough south pond cleaning, trash trucks needing replacement).

Mr. LaCost reviewed the status of the trash truck to be delivered. We need more storage but at this time I don't see how or where we can do that. Ideally a new facility would be able to house the trucks. We need a new facility.

Mr. Dallaire still has some sidewalk repair, former Eagle Gas, Gilman/Ezell (the three and a half acres annual payment to Spence Properties), road maintenance, cape seal Industrial and Southgate, patch and microsurface Wilson and Northampton, install trees and extend the water line at the Hellwinkel barns, tree treatments on all the trees, the gator is ordered and we need to order a field tractor. Maintenance yard plans are done. The permit is ready to go. I am almost finished with the contracts. I will update it to the newer version of contract docs after these projects go out. For NDOT I have to update to a newer set of contracts. That will take some time and focus to get them correct. Urban service boundary took a lot of time last month. Master plan update, we are still meeting with the Chamber. We just started the Leadership Douglas County Committee. County department heads are trying to get together a program for developing internal talent and leadership. We are meeting every other week the next couple of months to try and put together a program specific to Douglas County so people have an opportunity to move up. I have a meeting with Mike Gilbert again tomorrow related to Mike Pegram's project, Hellwinkel project, multifamily apartment complex on four acres and the strip of land between Peri, Curtis Sons and Godecke's property that Tom Bruce owns.

No action taken.

12.  **Not For Possible Action:** Annual training relating to the provisions of NRS 241 (Open Meeting Law) required by NRS 269.579. Presentation by: Jennifer Yturbide, ESQ. Town Counsel.

Attorney Yturbide gave a power point presentation on the open meeting law.

13.  **Not For Possible Action: Discussion on the Town Attorney's Monthly Report of activities for September 2017.**

Attorney Yturbide reported I went over the agendas, reviewed items, revised some of the items, attended meetings. I reviewed some of the policies presented, looked at the social media pitfalls and open meeting law presentation. We have some policies that have gone back and forth that we are coordinating. I had an opportunity to speak with the deputy district attorney in relationship to the sidewalk policy and some others that we are trying to revamp, revise and update and had communication with staff.

14.  **Not For Possible Action: Discussion on the Town Manager's Monthly Report of activities for September 2017.**

Mr. Dallaire shared we had an issue come up about the smoking policy. I was curious about your expectation of staff smoking while working.

Ms. Wenner commented only on break.

Chairman Miller agreed. If they are out on a shovel you don't have a smoke.

Mr. LaCost asked if they are out and taking a break, are they allowed to smoke out at the Gilman ponds?

Mrs. Slater stated if they are outside and on break. Just like any person in a retail business. You should also consider that when chewing tobacco.

Mr. LaCost did have a report of an employee seen out smoking while working. The question was brought up and I wanted the board's opinion. I understand breaks, town facilities and vehicles. I just wanted to make sure we were all on the same page.

Attorney Yturbide asked if the question is the appearance of the public if the person is out wearing a town of Gardnerville uniform.

Mr. LaCost asked if they have the logo on and they are out in public, is that acceptable.

Mrs. Slater believed as long as they are on a break. And the reason I say chewing is because with chewing comes spitting. And a lot of people find that very offensive. If they are on their break, and as long as they are not within the town facility it would be okay.

Mr. LaCost stated the policy specifically calls out smoking. Some of the guys chew tobacco. We are not going to allow them to chew tobacco except on breaks?

Mrs. Slater believes chewing and smoking go hand in hand.

Mr. LaCost is perfectly fine with that. I just want to make it fair across the board.

Mr. Dallaire pointed out the county policy is specifically in buildings. And the state of Nevada's policy is specifically in buildings unless it is a designated area. There are certain buildings that you can smoke in. But it specifically states that's where you can smoke. It varies from department to department in the state from 20 to 35 feet from the door and basically the discussion is as long as the smoke isn't blowing back into the building you are good. I have not been able to find that a state worker should not smoke while working.

Attorney Yturbide asked if he is saying "use of tobacco products then?"

Mr. Dallaire added e-cigarettes, vapes and hookah.

Chairman Miller mentioned marijuana.

Mr. LaCost stated marijuana is considered a drug and they all have their CDL's as part of their requirements. If they are tested and come up positive it's an automatic termination per Douglas County policy. I don't believe you are allowed to have a CDL if you are on medical marijuana.

Mr. Dallaire met with the town managers yesterday and we are going to look at going to the county commissioners at the same time to update Title 18. I can provide a copy of that and see if there is something you want added or changed. We don't need the fire hydrant section. The sidewalk issue is what brought it up. Our section is pretty vague and the county's is making it more enforceable. There is actually an enforcement element to it.

Attorney Yturbide mentioned there were some items in the sidewalk policy as it exists right now in title 12 that we don't want to have in title 18.

Mr. Dallaire has a few things that need to be cleaned up, but not much. I think just making sure it is clear. Maybe look at the transportation element and see what the county has. They are not enforcing our "no parking" on Southgate and Service Drive. They are ignoring it. They wanted the curbs red out there so they could enforce it. I can ask if the citizen patrol could do that. Is there anything else you wanted to talk about?

Mrs. Slater asked about item 12, building improvements in the 2018 application.

Mr. Dallaire met with Karen to discuss what their project entails. They have a little over a million dollars for that project. They have money that we can leverage against CDBG funds. Rob Hopper with NNDA was pretty excited. He could pitch that to CDBG and see if they would fund redoing Meadow Lane to have pedestrian access down to the facility. We can do curb, gutter and sidewalk. I would recommend doing it back of curb and not having a planter strip in there. But if you want a planter strip we could make it work. We could do potentially four and half feet on either side to get to that. I don't know that that was an accepted town improvement. It wasn't constructed when they built the subdivision.

Mr. LaCost mentioned an issue on Meadow that arose last week is the tree that blew over. The root system apparently is in the sewer lateral across the street. The person across the street wants the person with the tree to pay for the damage. MGSD said it wasn't their problem.

Mr. Dallaire commented the social services project would add another building to the one that is there. They are adding rooms and a hallway around the building that is there. We have talked to them about emergency access back out to Meadow Lane from Kingslane. We have never supported another road to connect to Meadow Lane. I am concerned there is an open trench and if we need to get emergency vehicles through we have to get that fixed.

Mrs. Slater thought major improvements need to be made there. Once social services moves in there there will be more traffic. The older we get the more we trip over things.

Mr. Dallaire can get that moving. We'll have to apply to get on the county commissioner's list. I don't think anyone else is applying because of the process. It has to be economic development driven. Karen is working up the application and we'll get it typed. Pete Knight is receptive about relocating the ditch back to the Cottonwood Slough. Basically it would remove the ditch all the way to where the water company's well No. 1 is and we wouldn't actually have to cross that ditch anymore.

Chairman Miller mentioned under item 1, evidently there will be a new owner of Frontier Antiques. He wanted to put in storage units. We looked at that and that wasn't a mixed use. In the future there may be some improvements as far as replacing some of the mobile home units with permanent buildings, which would be well received, I hope.

Mr. Dallaire added the owner submitted a pre-application to see what the code requirements were. The county told him he couldn't actually do storage units. If he could do permanent apartment units and then add the bays on it, that would suffice. He asked about the Town Record, Do any of the board members have any ideas for the newsletter? Somebody want to write an article?

Mrs. Slater suggested adding something again about the yard sale signs.

Vice-Chairwoman Jones mentioned putting in a highlight about the town businesses that received the spotlight award.

Ms. Wenner shared Splash Dogs said they had 60 diners going to the JT that night.

Mr. Dallaire will put in something again on yard sale signs.

Mrs. Slater suggested adding they are looking for donations for fireworks.

15.  **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 passed along the Carson Valley Arts Council has adopted a revision to its mission statement, which now reads: “the mission of the Carson Valley Arts Council is to create a climate for the arts through presentation and promotion of cultural and educational events for the Carson Valley youth and community and the greater western Nevada/Lake Tahoe region.” They also wanted everyone to know that their annual membership meeting will be Wednesday, October 18th at 5 pm.

Mrs. Slater reported at the last meeting we discussed a League position on the distribution of the local government share of revenue derived from the 15 percent excise tax assessed on marijuana. There are currently 18 entities that will share in the revenue, but because Douglas County has chosen not to allow marijuana in our county it will not apply to us. We also discussed the upcoming conference educational session. I will moderate on the Main Street section. We’ll have a panel of four very qualified representatives. We will have one on the national level. We have an assemblywoman on the state level, a gentleman from the private sector organization level and one on the local level. I have prepared the bios for each one of them. They are very impressive. I think everybody will enjoy it. Lastly I received an email from Wes Henderson and he said some time ago they made a discovery that the representative for the small towns and GID’s can serve three consecutive years. So they asked if I was interested in serving a third term. I said I would be honored. Although it is open for anyone to apply. The conference is next week in Mesquite. It was determined that the following meeting will be in downtown Winnemucca.

Mr. Higuera had one comment. Debbi covered everything in her report. But Main Street Gardnerville is really getting squared away financially. I think as of yesterday Debbi signed a copy of her agreement. She is the first employee of the newly restructured Main Street Gardnerville. They are going the employee route rather than a contract worker. She covered everything else in her report.

Mrs. Slater asked since Main Street Minden is no longer going to be in existence, is there any way Main Street Gardnerville would be able to gather volunteers form Minden?

Mr. Higuera thought Debbi is already working on that. Minden never had many volunteers. They never had a full board. We have a hundred or more volunteers. So there really isn’t much to get from that. I think we probably could inherit a good event by going with the Star Wars event.

Chairman Miller mentioned one of the volunteers we have had in the past, Yu and Jon Parker, are moving to Japan for three years. They are planning on coming back. Yu called and let me know. She wants to get together before they leave.

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

Vice-Chairwoman Jones wanted to make a comment. I wanted to take a moment to put on the record I will not be running for re-election next year. I am honored to have served with each of you. This is an experience I highly recommend for anyone who wants to learn more about the community and take their time and talent and invest it in making Gardnerville a success. I hope I have been an asset to Gardnerville during this time. I am not resigning so I will be here quite a bit longer. I can assure you I would continue on this board but a new opportunity has come up for me. There will be an open seat in the East Fork Justice Court in 2018. I have talked to Tom and confirmed that he will not be refiling. I believe that my skills and experience would better serve the community as an East Fork Justice Court judge. In that elected position I would be able to assure every resident in the valley regardless of their age, their race, their gender or their disability, that every resident has equal access to and equal protection under the law.

So it is with a great appreciation to you that I am embarking on this new goal and new campaign. I look forward to a robust campaign for the justice of the peace job. And in that spirit ask for your vote. The filing period is in January. It is three months earlier than any other elected position, which is why the decision is being made this early.

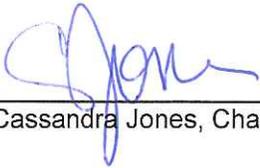
Chairman Miller commented Mrs. Jones has been very valuable.

Mrs. Slater shared they will miss her a lot. It has been good to hear your viewpoints from where you come from on the issues.

No further public comment.

Vice-Chairwoman Jones will be here for another 15 months. You will get to hear more.

Meeting adjourned at 7:32 pm.



Cassandra Jones, Chairwoman



Tom Dallaire, Town Manager