



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, May 2, 2017

4:30 p.m.

Gardnerville Town Hall

INVOCATION – Pastor Emeritus Russell Howen, Trinity Lutheran Church

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

PRESENT:

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

Geoff LaCost, Superintendent of Town Public Works
Carol Louthan, Administrative Services Manager

ABSENT:

Tom Dallaire, Town Manager

 PLEDGE OF ALLEGIANCE – Geoff LaCost

 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.

Mr. Linderman mentioned they are crack sealing in Chichester.

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 Higuera/Jones to approve the agenda.

No public comment.

Upon call for the vote, motion carried unanimously.

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

April 4, 2017 Regular Board meeting, with public comment prior to Board action.

Motion Slater/Wenner to approve the previous minutes of April 4.

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 April 2017 claims.**
Approved.
4. **For Possible Action: Approve budget transfers.**
Approved.
5. **For Possible Action: Recommend approval of Douglas County Outdoor Festival Entertainment Event Application for the 107th Annual Carson Valley Days Festival scheduled for June 7 through 11, 2017, sponsored by Carson Valley Active 20-30 Club #85.**
Recommend approval.
6. **For Possible Action: Approve Co-Location Agreement between the Town of Gardnerville and Douglas County School District for the common trench of the Fiber utility that will benefit both parties of the utility which is being installed on property owned by both parties, and approve the Chairman to sign the agreement.**
Approved.

Motion Higuera/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)

7.  **For Possible Action: Discussion on providing a letter of support for the conservation easement for the Dangberg Home Ranch a 1,373 acres, and for the conservation easement for the Van Sickle Station Ranch, 419 acres preserving the open ranch land and operations for 160 years, presentation by Jacques Etchegoyhen, Legacy Land and Water; with public comment prior to board action.**

Mr. LaCost noted Mr. Etchegoyhen is not present and asked if they could move the item to later in the meeting.

Motion Jones/Slater to trail the matter.

No public comment.

Upon call for the vote, motion carried unanimously.

(This item was not heard because Mr. Etchegoyhen was not present)

8.  **For Possible Action: Discussion to approve, approve with modifications, or deny the request of the Gardnerville Water Company to accept maintenance of the road, curb, gutter, sidewalk, and drainage improvement within the new Virginia Ranch Road right of way, Phases 1 and 2, the maintenance includes the drainage pond north of the right of way; with public comment prior to board action.**

Mr. LaCost went over the request.

Mr. Mark Gonzales, representing Gardnerville Water Company, is present if there are any questions.

No public comment.

Motion Jones/Wenner to accept the maintenance of the road, curb, gutter, sidewalk and drainage improvements within the new Virginia Ranch Road right-of-way Phases 1 and 2 as proposed. Motion carried unanimously.

9.  **For Possible Action: Discussion on the Town's final 2017-2022 Capital Improvement Plan (CIP) and review priorities for next 5 years, discussing the board priorities to be completed during the 2017-2018 fiscal year; with public comment prior to board action.**

Mr. LaCost reviewed the CIP with board members.

Vice-Chairwoman Jones asked if we have a press release going out to let the community know we were awarded the grant for the gas station.

Mrs. Slater would spell out in the press release for the gas station grant what they can expect to see in the next six to eight months so they can watch what is going on.

Mr. LaCost mentioned Paula can put it on Facebook. She has been doing the social media.

Chairman Miller shared Mr. Dallaire believed the project should get started sometime in July if everything goes as planned.

Mr. LaCost continued reviewing the CIP. We bank rolled some money for the dog park next year. I would like to do a solar message board in the 18/19 fiscal year.

Vice-Chairwoman Jones asked if we need to plan for the expansion of the recycling program.

Mr. LaCost put it in the budget for next year. We do have enough reserves to cover that. We have money budgeted for next year and the year after for the dog park. We will start piecemealing that out.

Vice-Chairwoman Jones asked about the dog park. The Gardnerville Enrichment Council is not limited to the main street district. They can help anywhere in Gardnerville.

Chairman Miller thought they were formed to help out with both Main Street and Gardnerville.

Vice-Chairwoman Jones suggested talking to the Enrichment Council about the dog park. Because if we can use some of their fundraising efforts, it might be something we could get more traction on before we create the dog park.

Mr. LaCost thought the nice thing about building the funds is we can use it to offset grants and grant funding.

Mrs. Slater thought once the press release comes out on the gas station grant that should help.

Mr. LaCost continued with the CIP. The town hall was low on the priority list.

Vice-Chairwoman Jones thought the issue with the town hall needs to be broader than just the Basque aspect.

Mr. LaCost pointed out the town hall would be the front portion.

Vice-Chairwoman Jones thought when we are done with the gas station we can turn our attention to the town hall.

Ms. Wenner added to also need to pay off the land. Can we lease this building?

Mr. LaCost believed we could, or we could sell it.

Vice-Chairwoman reiterated for the Business Council representative that just joined the meeting, that Gardnerville was just given a very large grant to finish the Gardnerville Station, \$539,350.

Attorney Yturbide added it is a CDBG grant.

Mr. LaCost asked if the board liked the poll and whether it is something the board would like to see next year.

The board agreed they would like to see it again.

Mr. LaCost stated if they like the poll we can expand it. We may do the poll earlier next year so we can get it all together. This is essentially strategic planning of what's important to the town. The cost of the poll is fairly minimal. There are 25 free votes. I think it was \$1 per vote if we expand it.

Vice-Chairwoman Jones suggested checking on what Facebook is capable of doing, in terms of polls, at no charge.

No public comment.

Motion Jones/Higuera to adopt the 2017 Capital improvement Plan. Motion carried unanimously.

10.  **For Possible Action: Discussion to approve or modify the Town's Final Budget for fiscal year 2017-2018; with public comment prior to board action.**

Mr. LaCost went through the budget power point presentation. Do we want to give our employees a two percent COLA and then up to three percent merit increase based upon the evaluation or do we want to continue the one through six merit scale with an average of 4 percent? We are leaning toward following what the county is doing for a cost of living and merit increase. How does the board feel about this?

Attorney Yturbide asked if the COLA two percent is a one-time adjustment.

Mr. LaCost thought it would be every year. Each year the employees would know they are going to get two percent. Their actions would dictate the additional three percent.

Chairman Miller thought the COLA was for one year only.

Ms. Wenner stated usually that is negotiated.

Mrs. Slater shared generally speaking the COLA is only good that year and it's approved year to year.

Mr. LaCost still felt the average for budgeting purposes will be four percent: two percent on COLA and two percent on merit.

Mrs. Slater likes the idea of staying competitive with the county. When you look to hire someone you don't want to lose them to the county.

Ms. Wenner agreed.

Vice-Chairwoman Jones felt if we're having a hard time staffing and we're not competitive with the county that will only get worse.

Mr. LaCost will let the county know.

Mrs. Slater asked to check on the COLA if it is only a one time and just send us a quick email on that. I think you will find it is a one-time adjustment.

Ms. Wenner asked if they changed the tax structure at the legislature.

Vice-Chairwoman Jones has been following that and there's a definite push at the state level that the property tax structure needs to be changed.

Mr. LaCost will check on the COLA. We will revisit it next year. If it does have to be an agenda item we will make it one next month.

Mr. LaCost continued with the presentation. Mr. LaCost has been asked by a contractor if the dirt on the parcel of land the town purchased is for sale. Are we planning on using it somewhere else?

Mrs. Slater felt we could sell it if we aren't going to utilize it for anything.

Mr. LaCost shared if the board is okay with me negotiating with the contractor I will calculate the value and see if

the contractor is still interested. We probably do not want to get rid of all of it.

Vice-Chairwoman Jones' thought is that is a great sledding hill. I don't have a problem with selling our resources and creating liquidity. But considering what you sell, could you make sure you keep a small hill.

Chairman Miller called for public comment.

Mr. Linderman doesn't know if the property on the corner is the right place to put in a permanent sled hill but maybe by the Hellwinkel barns, if there is an excess spot behind.

Mr. LaCost explained that is considered a floodway. We use the entire width. If we take it away the Army Corp could come after us. Everything that we graded out is all consumed. In the future I am looking to put a small channel and use some of the surface water irrigation rights to water the channel. Maybe have some type of irrigation that flood irrigates.

Mr. Linderman thought there was access only from Chichester.

Mr. LaCost explained Mrs. Hellwinkel has a four acre multi-development property that is only accessible from the GES entrance/exit. If someone is looking to develop that, that would be the entrance and exit. It has nothing to do with the town. If we could sell part of the dirt we could use the lot we bought for parking for events. I can talk to a few contractors with your go ahead. If you dump dirt on a lot the county does not require a Site Improvement Permit. Once you grade any dirt out the county requires a permit.

Mrs. Slater shared there is a conversation in the legislature that some entities are going to have to be able to prove their water rights are being used. If they are not using them they will lose them. Make sure you are starting to track the water rights the town has. You might send out a letter to the homeowners that if they don't want their water rights they can donate them to the town. Keep your files up to date on that. At some point in time you will need to provide that information.

Mr. LaCost added if you don't use the water rights for wells within four or five years or prove that you have a beneficial use then you can lose them. Right now surface water rights are in perpetuity.

Mrs. Slater noted there is a push that ranch lands that have water rights, when sold, the water rights have to go with the land. You won't be able to exclude them.

No further public comment.

Motion Higuera/Jones to approve the town's final budget for fiscal year 2017/2018. Motion carried unanimously.

11.  Not For Possible Action: Discussion on the Town Attorney's Monthly Report of activities for April 2017.

Attorney Yturbide has been revising the Main Street agreement and sent it over. You must have received that and signed it by now. We made the 90-day change. I've also sent out some information to go ahead and change the payment so the payment is going directly to my firm instead of Rowe and Hales. We reviewed the co-location agreement that was on the agenda. There were some other communications, reviewed the agenda and attended the meeting. It was actually kind of a light month.

12.  Not For Possible Action: Discussion on the Town Manager's Monthly Report of activities for April 2017.

Mr. LaCost reported Tom did the CDBG and was successful. He is currently at the Main Street conference. He will be attending the Logman conference. There is one other thing he asked me to talk about. We are looking to approve the middle school's renovations for the entrance and exits. They are going to underground the power lines. They did make that revision. Once they put the vault in there we can go back under a separate contract and underground the lines. I believe they are allowing vehicles to come in and out of the front entrance on 395. They will have three entrances or three ways to mitigate the traffic. They are open to negotiation of putting in grindings on High

School Street across the property from Maple. If they do put the grindings in they want to keep people from using it as a shortcut. When the school buses are done going through they will bar it off.

Ms. Wenner asked where they will bar that off.

Mr. LaCost believed right where the end of the pavement is right now.

Chairman Miller mentioned the weekend before last Tom and Geoff put together a project on Gilman Lane to work on with the Rotarians. If you look on the right hand side of Gilman going towards Chichester you will see the improvements. It looks a lot nicer. I would like to compliment Tom and Geoff on putting that project together ahead of time. We had about 15 workers. We even had a gentleman that lives in Chichester show up and ask if this is a volunteer project. He went back home and got his shovel and rake and joined us. We bought the gentleman lunch at Rotary last week.

Mr. LaCost reported we also had a boy scout do the island on the corner of Chichester and Gilman, Connor Ritchie.

Vice-Chairwoman Jones would like to let the Eagle Scouts know that it is something that holds up in the community. My son decided to join Cub Scouts. I go around and show him every Eagle Scout project I see and say, see how they are making a difference. I have been able to show him Eagle Scout projects that happened 20 years ago. They make a difference. They are remembered.

Mr. LaCost shared 5 or \$6,000 doesn't count for much in a million dollar budget, but those funds are enough to put irrigation for a small orchard or tackle small projects that make the town look good. It's something that is within the bounds of a boy scout trying to earn his eagle and manage a small project.

13.  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 reported Brian and the Carson Valley Arts Council have a new brochure. It's called Arts & Antiques Trail. It is a map of downtown that has all the antique and art stores. They did a really good job. He asked me to mention this Friday, May 5th, is the last concert of the Carson Valley Arts Council 2016/17 concert series. Tickets are still available. The band is the Bills. They are a folk roots group from Canada who will be performing at 7:00 pm at the CVIC Hall at 6:00 pm.

Vice-Chairwoman Jones would like to add a board to the committee reports. It's not officially a board yet. I mentioned before the Community Foundation of Douglas County. The meetings are continuing. For those of you that don't know, the Community Foundation is a specific type of charity that would take endowments, and then off of the income stream from the endowments, give grants to projects specifically bound by the geography of the Community Foundation. We are talking about Douglas County versus right now we compete with all of the state of Nevada except Clark County if we are going to apply for the Community Foundation of Western Nevada. The Community Foundation of Western Nevada has provided substantial grants to our community over the years. But why are we sending our money out of the area and then competing to get it back when we could have our own local endowment. So we are continuing to have meetings to gain traction. Leadership Douglas County class has adopted this as their project for the year. Through your other boards and charity work they may be coming forward and presenting what is a community foundation and how do we form one here in Douglas County. We are looking for members interested in serving on the board as well as people interested in helping to contribute toward the initial endowment. The initial endowment needs to be about \$25,000 to create enough income stream to sustain itself. If you are interested you can add it to things like estate plans.

Mrs. Slater attended the Nevada League of Cities Board of Directors meeting on the 27th. The conversation was really dominated by the marijuana bills. They tossed it back and forth on how to tax it. There is nothing that is solid yet. One of the questions is how is it going to affect your town. It is something we should think about. Do any of these bills have a direct effect on the Town of Gardnerville? I was trying to think about it, and thought no, it's going to be the county that is carrying the burden of all of this. The regulations and fees, there is so much out there people aren't thinking about. There's fees on top of fees. Administrative fees on top of administrative fees that they want to put out there. There are fees for the cultivation, fees for the sale. It goes on and on.

Chairman Miller mentioned there is a bill that the Indians are trying to get passed that if the county does not allow a dispensary in the county, Indian lands will be able to have a dispensary.

Mr. Higuera advised the county passed the resolution at their last meeting. So it is official.

Chairman Miller believed if the other bill goes through state legislation, Indian lands will be able to have a dispensary regardless of the county policy.

Mrs. Slater added that is a high probability. The Main Street bill is moving forward. They have recognized funds for that. Again in conversation about the water rights, if you have water rights be aware the fact you have them; how much do you have; are you using them. If so, you may get a letter to ask you to substantiate how you are using them. The big push is out there that if you aren't using them they should be taken away from you. It's a discussion right now, but things are moving fast. These marijuana bills have been the major focus and some of the bills that are common sense are being left out.

Chairman Miller pointed out there are two major issues in the legislature: marijuana and education. Education is getting overlooked yet they want to finance education from marijuana.

Mrs. Slater stated 15 percent is going to the Department of Taxation to run the program. Then it goes to the local level. Now the county has the same layer of government they are using, so how much will be left over for the schools. That's when they came up with if we have a tax on the cultivation maybe we should put a tax on the sale. We don't know from one day to the next what will happen. This year, because it's the marijuana, more people are paying closer attention to it. Our next meeting is in June. I will probably teleconference that meeting because it is in Las Vegas.

Mr. Higuera reported Debbi's report is in the packet. It is quite complete. The main thing they wanted me to bring back to you was Paula's open house. They are very hopeful as many board members as possible will attend. If you can, clear the date of May 9 between 5 and 7. It will be a drop in affair. You don't have to stay the whole time. One additional thing they asked is for your help. All the board members of Main Street are bringing something and hoping the town board will bring snacks or finger foods. If you are planning on coming if you would bring something to serve they would appreciate it.

Attorney Yturbide asked if we have a quorum we need to agendize it.

Mr. Higuera shared Main Street is hopeful as many board members as possible will be there.

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

No public comment.

Mr. LaCost mentioned we need to revisit item 7.

Mr. Higuera noted Mr. Ethcegoynen did not attend.

Chairman Miller suggested putting it on next month.

Attorney Yturbide pointed out they made a motion to trail the item until he arrived or the conclusion of this meeting. So if you want to entertain another motion.

Vice-Chairwoman Jones suggested taking no action.

Attorney Yturbide suggested setting it again.

Meeting adjourned at 5:50 p.m.



Ken Miller, Chairman



Geoff LaCost, Town Public Works Superintendent