



## GARDNERVILLE TOWN BOARD

### Meeting Minutes

Cassandra Jones, Chairman  
Linda Slater, Vice Chairman  
Lloyd Higuera, Board Member  
Ken Miller, 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, March 13, 2018

4:30 p.m.

Gardnerville Town Hall

INVOCATION – Dwight Langdon, Lay Minister, Lifepoint Church

4:30 P.M. Call to Order and Determination of a Quorum

PLEDGE OF ALLEGIANCE – Mary Wenner

#### PRESENT:

Cassandra Jones, Chairman  
Lloyd Higuera  
Ken Miller  
Mary Wenner

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

#### ABSENT:

Linda Slater, Vice-Chairman

(Due to technical difficulties this meeting was not recorded)

#### 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. Brady Griffiths spoke on Marsy's Law in Nevada, which will be Question 1 on the ballot. It gives specific rights to crime victims. Mr. Griffith would like to be on the agenda next month.

#### **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 Miller/Higuera to approve the agenda with the deletion of the February 18, 2018 special meeting, since we do not have a quorum to approve.**

No public comment.

**Upon call for the vote, motion carried with Board Member Slater absent.**

#### **FOR POSSIBLE ACTION: APPROVAL OF PREVIOUS MINUTES, February 6, 2018 Regular Board meeting and the February 18, 2018 special board meeting; with public comment prior to Board action.**

**Motion Wenner/Higuera to approve the minutes of February 6, 2018.**

No public comment.

**Upon call for the vote, motion carried with Board Member Slater absent.**

There was not a quorum present to vote on the February 18, 2018. Those minutes will be reagendaized for the April meeting.

### **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.**
2. **For Possible Action: Health and Sanitation & Public Works Departments Monthly Report of activities.**
3. **For Possible Action: Approve February 2018 claims.**
4. **For Possible Action: Recognize Steve Thompson for his 10 years of service to the Town of Gardnerville**

**Motion Higuera/Miller to approve the consent calendar.**

No public comment.

**Upon call for the vote, motion carried with Board Member Slater absent.**

### **ADMINISTRATIVE AGENDA**

***(Any agenda items pulled from the Consent Calendar will be heard at this point)***

5. **For Possible Action: Discussion to award, award with modifications or reject Town contract 2018-1213, Public Works Project #DO-2018-096, Gardnerville Station renovation project with a base bid in the amount of \$427,000 and additive alternate bid to provide replacement glass roll up door as described in Addendum #2 in the amount of \$10,000, to Simerson Construction, LLC, and authorize the Town Manager to reduce the contract price through coordination with the contractor by value engineering, and sign all necessary contract documents. Funds for this project are from a Community Development Block Grant awarded to Douglas County on behalf of the town in the amount of \$539,350 (\$339,350 for building and \$200,000 for storm drain improvements); with public comment prior to Board action.**

Mr. Dallaire went over the project and value engineering some of the items on the list, such as the floor and sewer. We are proposing hiring some things out separately, and taking them out of the contract. We can modify the HVAC and reduce the version to some individual room units. There isn't any site work on 395. We are still waiting on Anderson Engineering to start on plans for the storm drain. We can reduce the value about \$87,500, not quite to what we needed, which was \$97,650. We are on the hook for the difference whatever the difference is from the grant.

Mr. Higuera thought he had done a great job on value engineering, moving things around and making it work.

Mr. Miller would like to have a walkthrough at the gas station for the last wine walk if the project is complete in September. As we get closer I need to know, since there is another project going on with the monument for the veterans and they plan to have a celebration at the old courthouse. I don't want one to take away from the other.

Mr. Dallaire pointed out on the bottom of the action sheet it showed what the town was picking up. So it's \$186,361 that we had budgeted. We don't need to do the furnishings until the next budget cycle.

No public comment.

**Motion Miller/Higuera to award Gardnerville station renovation project town project PWP#DO-2018-096, town project # 2018-2013, to Simerson Construction, LLC, in the amount of \$437,000 total, authorizing the Town Manager to value engineer the project and sign the contract documents. Motion carried with Board Member Slater absent.**

6. **For Possible Action: Discussion and provide direction to staff regarding the options available in pursuing the Kingslane 395 sidewalk, culvert and crosswalk project; with public comment prior to Board action.**

Last month the board wanted numbers associated with the three options for Kingslane. Mr. Dallaire went over the options for the project and their cost.

Chairman Jones asked if he thought the \$122,000 was available.

Mr. Dallaire will put it in if the Board feels it's a priority

Chairman Jones is not sure we can talk priorities without talking about the other projects.

Attorney Yturbide advised they can give you direction within the body of the budget item.

Chairman Jones thinks of it like a coupon. If we are spending \$122,000, just to save \$84,000, maybe we should not be doing the project.

Attorney Yturbide advised the board can give direction in terms of options within the item and then talk overall priorities in the budget.

Chairman Jones would like to talk about all of the projects and other priorities.

**7. For Possible Action: Receive staff update on county recycling program and provide direction to staff on a town recycling program; with public comment prior to Board action.**

**(This item was taken after item 8)**

Chairman Jones never got a report on the pilot program. Is this still a goal for us in the next two, three, 10 years?

Mr. Dallaire has DDI's presentation in the packet. He went over the presentation with the board. Mr. Dallaire asked Mr. Henningsen, who was in the audience, how much the Boy Scouts received on the last check for recycling aluminum.

Mr. Henningsen thought the last check the Boys Scouts received for aluminum was around \$400.

Mr. Dallaire did a cost analysis included in board packets.

Chairman Jones didn't think we could go any further until the per ton cost comes down. You mentioned we would be doing a review of rates. How much time does the board want Tom to dedicate to this. Do you want him checking the rates or do we wait until the county says something?

Mr. Miller felt they will obviously review the rates. As far as recycling, I think we're looking at five years out.

Mr. Dallaire will keep it on the radar and participate if Carson City opens up a facility.

No public comment.

No action taken.

**8. For Possible Action Discussion on tentative budget development for Fiscal Year 2018/2019 including, but not limited to;**

- a. Discuss capital improvement projects for fiscal year 2019-2023
- b. Review and discuss proposed town projects anticipated for bidding award before June 30, 2018
- c. Review preliminary budget for 2018-2019, including review of the revenue estimates, and itemized expense with detail and other matters properly related thereto; with public comment prior to Board action.

**(Taken after item 6.)**

Mr. Dallaire gave a power point presentation on the budget.

Chairman Jones asked if there was any feedback on the effect of Splash Dogs

Ms. Lehr, Main Street Gardnerville Director, did not get a report on it from members of the business community.

Ms. Wenner had been told by JT they served 75 more dinners at their restaurant.

Ms. Lehr believed they are the only ones that gave any feedback. I can check with Historian.

Chairman Jones shared they have been supporting Splash Dogs for a while. If our income is not going to benefit the hard costs are going to increase whether we want them to or not. We may be able to support them this or next year but they have to understand it needs to benefit the community. If it doesn't we have to release these kind of sponsorships. If Main Street could give some feedback, I don't know if we're supporting any other events.

Mr. Dallaire went over the projects being worked on at the present time. We need to replace some of the Christmas decorations downtown.

Mr. Miller asked about Industrial Way.

Mr. Dallaire answered it is scheduled for a cape seal. It should have been included in this.

Mr. Miller talked to the owner of Ace and he said the area is owned by a family trust. He didn't think there would be much progress in that area.

Chairman Jones asked if Leadership Douglas County has anything to add for the dog park.

Ms. Debbi Lehr explained the dog park was proposed in the Leadership Douglas County Class. We thought we would give you the proposal. Right now it is not at the head of the class as being a project. If we can work together it would make it a lot more feasible. We wouldn't be able to raise the huge amount needed for fencing. However, if we did the signage, the bubblers and the doggie human/water fountain and then have a big party and kick off with a ribbon cutting, then the town helping with the fencing we could work.

Mr. Dallaire did not include the fence in next year's budget.

Marilyn Noble is pleased to know that this park has not gone astray. As a leadership candidate for Douglas County and Search and Rescue, I am pleased and want the board to consider our part. If there is any signage involved Leadership would like to be part of that. As you know, Search and Rescue can't raise funds like the Leadership, but we can coordinate.

Chairman Jones thought the signage would be a huge step and definitely something we want to move forward with.

Chairman Jones went back to the budget item of Kingslane. I would like to know why it is a priority at all.

Mr. Dallaire clarified the budget does not include that project. So it would result in us losing the \$84,000. It's the only section of 395 without sidewalk.

Mr. Miller asked if it was a priority for the residents of Kingslane.

Mr. Dallaire has spoken at the HOA and they are concerned and want to do something about the flooding. I have never approached them on cost for the entrance. There's a right-of-way on the improvements. I can look into the right-of-way dedication.

Chairman Jones asked if we would be working on this if we didn't have a grant. If we completed phase one and two the majority of the goal would be achieved.

Mr. Dallaire agreed.

Chairman Jones' concern is I don't want to spend 120 grand that we can use elsewhere.

Mr. Dallaire has the money for Industrial and Southgate. The dog park is doable and I understand LDC might not choose this project. We could divert some funds and get the fence done now.

Chairman Jones directed her comment to Ms. Lehr. We've talked about the fencing is the first step. We invite Leadership Douglas County to adopt this. We are willing to put in the fencing.

**Break from 5:55 – 6:03**

Mr. Dallaire continued with the presentation. Of the \$225,000 remaining for projects the board's priorities are: dog park fencing 35,000; Kingslane.

Chairman Jones suggested an amendment to this year's budget and put it toward the dog park this year. We won't need to put dog fencing in next year's priorities.

Chairman Jones would go with Kingslane Phase 1 and 2. Also, we should be looking at sidewalks off Hwy 395.

Mr. Dallaire will bring an item back next month for the dog fencing.

Public comment.

Mr. Mike Henningson – what more could you ask for crack sealing, barns and streets.

**9. Not For Possible Action: Discussion on the Town Attorney's Monthly Report of activities for February 2018.**

Ms. Yturbide reported we had regular agendas, meetings, CAC meeting and reviewed a variety of projects that were continuing: Tognetti Alley, Gardnerville Station. I will not be here for the June meeting. I spoke with Brian who will be available. I will bring him in for you to meet at one of the upcoming meetings.

**10. Not For Possible Action: Discussion on the Town Manager's Monthly Report of activities for February 2018.**

Mr. Dallaire wanted to let everyone know about the Great Race. CVVA is planning on paying the \$5,000 fee to bring them back. It is an overnight stay this time. We got Scott Morgan involved and Parks has a budget for that. They would move Big Mama's Car Show to that Saturday. I have Jan and Scott helping me. We can go after some sponsorships. The corridor for I11 is being talked about again. I will be attending the meeting with John and Jenifer to see what they have to say. I am helping with the Economic Development department.

**11. 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 has nothing to report.

Mr. Higuera reported the Gardnerville Enrichment Council is struggling to get a new member. One of their pushes is recruiting. They changed their name and feel it's more descriptive. Friends of Main Street Gardnerville. They are talking about eventually bringing it into Main Street Gardnerville. But right now it is a sub group. They approved all their work plans and budget. This is the most organized and specialized they have been. Their budget is approved for \$121,000 for next year. Third Thursday Wine Walk is the new name for the wine walk. They turned all the paperwork in for the national accreditation. It will be presented at the convention. Business Blast was reduced to once a month and the viewership is up from 25 % to 47%. They are working on a new website. Flower subcommittee reported they had 31 flower baskets sold out of 69.

Mr. Dallaire reported for Linda Slater on Nevada League of Cities. They had a caucus meeting trying to decide what items they will bring to the legislature. There will be another meeting in April.

**2<sup>nd</sup> PUBLIC INTEREST COMMENTS period (No action will be taken)**

No public comment.

**Meeting adjourned at 7:44 p.m.**

Respectfully Submitted,



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Cassandra Jones, Chairman



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Tom Dallaire, Town Manager