

CARLIN CITY COUNCIL

**CITY OF CARLIN, STATE OF NEVADA
REGULAR MEETING
CARLIN MUNICIPAL COURT ROOM
101 SOUTH EIGHTH STREET
CARLIN, NEVADA**

**July 8, 2020
7:00 pm**

Call to Order and Roll Call

Vice Mayor Lincoln Litchfield called the meeting of the Carlin City Council to order at 7:04 p.m.

**Council Members Present: Vice Mayor Lincoln Litchfield
Councilperson Pam Griswold
Councilperson Margaret Johnston
Councilperson Cameron Kinney**

Council Members Absent: Mayor Dana Holbrook

**Staff: Madison Mahon, Carlin City Manager
Heather Trujillo, Carlin Assistant City Clerk
Lt. Kevin McKinney, Acting Carlin Police Chief**

Public: None Present

- 1. Comment by the General Public (Non-Action Item):** Pursuant to NRS 241.020(2)(D)(3) (I & II) this time is devoted to comments by the general public and possible discussion of those comments. No action may be taken upon a matter raised under this item until the matter has been included on a successive agenda pursuant to the required procedures at the discretion of the City in accordance with applicable law and identified as an action item.

**Municipal Code : 1-6-11 : MANNER OF ADDRESSING BOARD ; TIME
LIMIT :**

Each person addressing the board shall first give his name and address for the records, and unless further time is granted by the presiding officer, shall limit his address to five (5) minutes. All remarks shall be addressed to the board as a body and not to any member thereof. No person, other than the mayor, the members of the board and the person having the floor, shall be permitted to enter into any discussion, either directly or through a member of the board, without the permission of the presiding officer. No question shall be asked except through the presiding officer. (Ord. 81, 9-10-1975, eff. 9-17-1975)

PUBLIC COMMENT MAY BE TAKEN DURING DISCUSSION OF INDIVIDUAL AGENDA ITEMS.

Vice Mayor Lincoln Litchfield opened the floor for public comment and there was none.

2. Mayor's Update (Non-Action Item):

A) Face masks

Mayor Dana Holbrook was absent so this item was not addressed.

3. City Manager Performance Evaluation (For Possible Action):

A) Review, discussion, and possible approval of the performance evaluation and step increase for Madison Mahon, City Manager, and all related matters.

Vice Mayor Lincoln Litchfield stated that Mayor Dana Holbrook compiled City Manager Madison Mahon's evaluations and presented it to all of the council members. He congratulated City Manager Madison Mahon on doing a good job for the City and thought the evaluation reflected that.

The Council praised City Manager Madison Mahone for dealing with several tough situations and keeping the City on track. Her overall approval rating was up 4%. The Council wants to provide her with all the tools necessary to do her job and hope further trainings will be available in the near future.

Motion:

Councilperson Pam Griswold motioned to accept City Manager Madison Mahon's evaluation and step increase. Councilperson Cameron Kinney seconded the motion. Motion passed.

B) Review, discussion, and possible approval for the City Manager to receive standard step-increases on an annual basis, and all related matters.

Motion:

Councilperson Cameron Kinney motioned for the City Manager to receive the standard step increase on an annual basis upon receipt of a good evaluation. Councilperson Margaret Johnston seconded the motion. Motion passes.

4. Code Review (Non-Action Item):

A) Review and discussion of City of Carlin Title 10 Health and Sanitation, Chapter 1 Nuisances.

Vice Mayor Lincoln Litchfield stated that the Council Members should read the City of Carlin Title 10 Health and Sanitation, Chapter 1 Nuisances and come back next meeting prepared to discuss it. He also asked Lt. Kevin McKinney if Lila Sexton,

Code Enforcement Officer could be in attendance. A more efficient system of enforcement is needed for this code.

This was a non-action item.

5. City of Carlin Employment (For Possible Action):

- A) Review, discussion, and possible approval to hire for the Building Inspector position, and all related matters.

City Manager Madison Mahon stated we have gone through one round of hiring for a Building Inspector but did not find a qualified applicant. Since the City of Carlin has a hiring freeze in place, she would like permission to hire a Building Inspector as it is an essential position.

Motion:

Councilperson Pam Griswold motioned to approve the hiring of a City Building Inspector. Councilperson Cameron Kinney seconded the motion. Motion passes.

- B) Review, discussion, and possible approval to hire for the Senior Center Cook position, and all related matters.

Councilperson Pam Griswold stated this is an essential position and is much needed.

Motion:

Councilperson Pam Griswold motioned to approve the hiring of a Senior Center Cook. Councilperson Margaret Johnston seconded the motion. Motion passed.

6. APPROVAL of Expenditures (For Possible Action):

- A) Review, discussion, and possible approval of City expenditures for the period of 06/06/2020-06/19/2020, and all related matters. The expenditure list can be requested by emailing City Manager Madison Mahon, mmahon@cityofcarlin.com,

Motion:

Councilperson Cameron Kinney moved to approve the expenditures for the period of 06/06/2020-06/19/2020. Councilperson Margaret Johnston seconded the motion. Motion passed.

7. PUBLIC COMMENTS: (Non-Action Item)

- A) Pursuant to NRS 241.020(2)(D)(3) (I & II) this time is devoted to comments by the general public and possible discussion of those comments. No action may be taken upon a matter raised under this item until the matter has been included on a successive agenda pursuant to the required procedures at the discretion of the City in accordance with applicable law and identified as an action item.

Vice Mayor Lincoln Litchfield thanked the Carlin Volunteer Fire Department for putting on a great 4th of July fireworks show.

Councilperson Cameron Kinney reminded everyone to fill out their Census form. Carlin is only at 37%.

Councilperson Margaret Johnston asked that everyone wear their masks as Covid numbers are still climbing.


8. Adjournment (For Possible Action):

Motion:

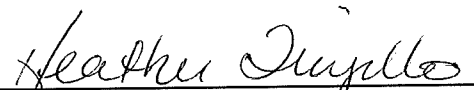
Councilperson Margaret Johnston moved to adjourn the meeting of the Carlin City Council. Councilperson Cameron Kinney seconded the motion. Motion Passed. The meeting was adjourned at 7:28 p.m.

Approved:

Attest:



Mayor Dana Holbrook



Heather Trujillo, Assistant Carlin City Clerk