

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

**May 23, 2018  
7:00 P.M.**

**Call to Order and Roll Call**

Mayor Dana Holbrook called the meeting of the Carlin City Council to order at 7:00 p.m.

**Council Members Present:**

Mayor Dana Holbrook  
Vice Mayor Lincoln Litchfield  
Councilperson Margaret Johnston  
Councilperson Pam Griswold  
Councilperson Cameron Kinney

**Council Members Absent:**

None

**Staff:**

LaDawn Lawson, City Clerk  
Dennis Fobes, Carlin Police Chief  
Ella B. Trujillo, Senior Center Director  
Linda Bingaman, Fire Department Chief

**Public:**

Judy Bradshaw  
Bruce Cosens  
Kayla Kinney  
Leah Gregory, Insurance Pool  
Teri Atkins  
Sonny Atkins  
Howard R. Wright  
D'Anne Wright  
Sabra Esparza  
Thomas Bingaman  
Gayle Zomar  
Thomas J. Burney

**Pledge of Allegiance**

1. **Comment by the General Public: 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. (Non - Action Item).**

**There were no comments by the general public.**

2. **City Council Members Reports:  
(Non - Action Item)**

- a. Councilperson Pam Griswold stated LaDawn and she met and they found out that Warner Ambrose had been helping Battle Mountain with similar problems and they contacted him about doing the same for Carlin. Councilperson Griswold stated that after discussing their needs they felt that Warner would be a good choice for the consultant position. Councilperson Griswold stated that after consulting the Mayor they contracted with Warner to do the work and he has already started. Councilperson Johnston asked what his qualifications are. LaDawn Lawson stated that he worked for the Department of Taxation, is a CPA, and has done audits before. Councilperson Griswold stated that they still have other applications for CPAs coming in and they can change later if they decide but they felt that the June 30 deadline justified getting Warner in now.
- b. Vice Mayor Litchfield stated that Memorial Day is Monday and that they are all invited to the cemetery for the ceremony. Vice Mayor Litchfield stated that he hopes they have good weather.
- c. Mayor Holbrook stated that he received phone calls from all the Council members over the last few days because of a scam email requesting money that appeared to come from him but it was not from him and he warned everyone to be wary of strange emails.

3. **Public Comment may be taken prior to any Action Being Taken by the Council: Discussion and decision regarding the prospective vacancy of the office of Carlin City Councilperson and possible acceptance of a letter of resignation from Councilperson Sabra Esparza for her appointed position of Carlin city Councilperson effective as of April 11, 2018, and all related matters. (For Possible Action).**

- a. Mayor Holbrook stated that Sabra Esparza turned in a letter of resignation.
- b. Vice Mayor Litchfield stated that he valued Sabra's information and dedication to researching the agenda items before meetings.

**Vice Mayor Lincoln Litchfield made a motion to accept a letter of resignation from Sabra Esparza from the Carlin City Council effective as of April 11,**

**2018. Councilperson Pam Griswold seconded the motion. The motion passed.**

4. **Public Comment may be taken prior to any Action Being Taken by the Council: Discussion and decision to consider Cameron Kinney to fill the prospective vacancy in the Office of the Carlin City Councilperson and the possible appointment of an applicant to fill the prospective vacancy of Carlin City Councilperson through the election by the members of the City Council, and all related matters. (Possible Action Item).**
  - a. Mayor Dana Holbrook stated the position was posted and Cameron applied and was the only person to apply. Mayor Holbrook stated Cameron did sign a disclosure on this and he sees no issues. Mayor Holbrook stated he has seen Cameron at the Council meetings a fair amount.
  - b. Councilperson Griswold stated Cameron has also filled out the application for the 2 year position and that he is running unopposed. Councilperson Griswold stated she thinks it is very good that he wants to get involved.

**Vice Mayor Lincoln Litchfield made a motion to proceed onto the election or nomination of Cameron Kinney to the vacant position of Carlin City Councilperson. Councilperson Margaret Johnston seconded the motion. The motion passed.**

**Mayor Holbrook asked for all those in favor of appointing Cameron Kinney to the vacant position. All Councilpersons voted aye.**

5. **Public Comment maybe taken prior to any Action Being Taken by the Council: Possible swearing in and Oath of Office of Carlin City Councilperson, if appointed by the election of the City Council, and all related matters. (Possible Action Item).**
  - a. Mayor Dana Holbrook asked Cameron Kinney to stand.
  - b. City Clerk LaDawn Lawson read the Oath of Office and Cameron Kinney repeated after her.

**Cameron Kinney was sworn in as a Carlin City Councilperson.**

6. **Public Comment may be taken prior to any Action Being Taken by the Council: Review, discussion, and possible approval of a request from the Carlin Senior Center Participants Board to plant a tree with assistance from Public Works for the Carlin 150<sup>th</sup> Birthday at the Carlin Open Door Senior Center and all related matters. (For Possible Action).**
  - a. Judy Bradshaw stated she is the President of the Carlin Senior Center's Participant's Fund and they would like to participate in the celebrations for Carlin's 150<sup>th</sup> Birthday. Judy Bradshaw stated she would like permission to plant a fruitless flowering tree. Judy Bradshaw stated they

- need help from Public Works to dig the hole and extend the sprinkler system.
- b. Vice Mayor Litchfield asked where the tree is going to go. Judy Bradshaw stated they talked about putting it between the building and the reader board along Chestnut.
- c. Judy Bradshaw stated they would be putting a sign with the tree to explain what it is for.
- d. Councilperson Griswold asked if Carlos has come to look at it to see about extending the water. Ella Trujillo stated that she had not talked to Carlos but she had thought about getting a landscaper to come extend the line. Vice Mayor Litchfield stated that before they hire a landscaper there are people in town who have irrigation experience.

**Councilperson Pam Griswold made a motion to approve a request from the Carlin Senior Center Participant's Board to plant a tree, with assistance from Public Works, for Carlin's 150<sup>th</sup> Birthday and all related matters. Vice Mayor Lincoln Litchfield seconded the motion. The motion passed.**

7. **Public Comment may be taken prior to any Action Being Taken by the Council: Review, discussion, and possible approval to allow Bruce and Tracie Cosens to close or block/barricade 6<sup>th</sup> Street between Bush and Cedar Streets for a block party June 22, 2018, and all related matters. (For Possible Action).**
- a. Bruce Cosens stated they are only requesting 6<sup>th</sup> Street to the alley going west, not all the way to Bush.
  - b. Mayor Holbrook asked how long the party would be. Bruce Cosens stated it would be from 5 p.m. to 10 p.m.
  - c. Councilperson Griswold asked if they had talked to all their neighbors about it. Bruce Cosens stated he talked to everyone around and no one had any problem with it.
  - d. Mayor Holbrook asked what kind of barricades they would use. Bruce Cosens stated he thought he would talk to Public Works about using their barricades. Mayor Holbrook stated they should be removable in case emergency vehicles need to pass.
  - e. Bruce Cosens stated he talked to Elko Sanitation and Terry's and they will have two porta potties and a couple extra garbage cans. Bruce Cosens stated they will not serve any alcohol and the street will mostly be for games and dancing.
  - f. Councilperson Johnston stated she thinks it is really neat they are having a block party.
  - g. Councilperson Pam Griswold stated she thinks they have both done their due diligence and she doesn't think it will be a problem.
  - h. Councilperson Johnston asked Chief Dennis Fobes if he had any problems with it. Chief Fobes stated his concerns had been addressed.

**Vice Mayor Lincoln Litchfield made a motion to approve Bruce and Tracie Cosens to close/barricade 6<sup>th</sup> Street between Cedar Street and the alley for a block party June 22, 2018 from 4:00 p.m. to 11:00 p.m. Councilperson Margaret Johnston seconded the motion. The motion passed.**

8. **Public Comment may be taken prior to any Action Being Taken by the Council: Review, discussion and possible approval or denial for a Special Use Permit on behalf of Sonny Atkins to operate an Auto Mechanical Shop, located at 913 Chestnut Street, Carlin, Nevada, APN 002-090-006 and all related matters. (Possible Action Item).**
- a. Councilperson Pam Griswold stated they approved a special permit in his name on behalf of the Stresses'. Vice Mayor Litchfield stated the Stresses' are not involved any more.
  - b. Vice Mayor Lincoln Litchfield stated adjacent property owner Fred Montes De Oca has asked the Atkins' put no cars on his property. Terri Atkins stated they only put a car on his property once and they paid him to do so.
  - c. Councilperson Griswold stated the previous agreement was 1 or 2 cars in the bays and only 4 cars outside. Sonny Atkins stated that was fine.
  - d. Vice Mayor Litchfield asked what the hours of operation will be. Sonny Atkins stated he is not sure.
  - e. Mayor Holbrook stated NDOT may require permits, they should limit it to the two in the bays and our outside maximum, that any change in use must be approved by them, and all state and local permits must be obtained. Sonny Atkins stated he agreed.
  - f. Councilperson Griswold asked if he is a mechanic. Sonny Atkins stated he is not and they are probably going to hire a mechanic.
  - g. Vice Mayor Litchfield stated all the businesses they are involved in have always been above board and he thinks this is going to be a success too.

**Vice Mayor Lincoln Litchfield made a motion to approve a Special Use request from Sonny Atkins to operate an Auto Mechanical Shop, located at 913 Chestnut Street, Carlin, Nevada APN 002-090-006, with the stipulations that all applications for licenses and insurance be obtained, that only 2 vehicles be stored in the bays and only 4 outside, and all related matters. Councilperson Margaret Johnston seconded the motion. The motion passed.**

9. **Public Comment may be taken prior to any Action Being Taken by the Council: Review, discussion and possible approval to allow Carlin Historical Society to possibly use/lease the conference room at the Carlin Library to create a mini museum from July 1, 2018 to June 30, 2019, to display memorabilia pertaining to the sesquicentennial for the City of Carlin and all matters related matters. (Possible Action Item).**
- a. Sabra Esparza stated they had previously presented the item to the Council and it as discussed and they were just waiting for the legal department to review it.

- b. Mayor Holbrook asked Sabra Esparza to explain the project again for the audience at this meeting.
- c. Sabra Esparza stated they want to create an exhibit in the room at the library that will have a timeline and three display cases. Sabra Esparza stated the display cases will be about the ice harvesting, the Chinese in the community, and the train wreck of the "City of San Francisco".
- d. Vice Mayor Litchfield asked what advertising they are going to be doing to let people know the display is up there. Sabra Esparza stated they are going to be trying to get money from the Elko County Recreation Board for advertising.
- e. Bruce Cosens stated that he does geocaching and he learned about the train wreck that way and it is a fascinating history.

**Councilperson Pam Griswold made a motion to approve to allow Carlin Historical Society to use the conference room at the Carlin Library to create a mini museum from July 1, 2018 to June 30, 2019, to display memorabilia pertaining to the sesquicentennial for the City of Carlin and all related matters. Vice Mayor Lincoln Litchfield seconded the motion. The motion passed.**

10. **Public Comment may be taken prior to any Action Being Taken by the Council: Review, discussion, and possible approval to allow the Carlin Historical Society to lease the Old Senior Center Building at 718 Cedar Street, APN# 002-093-005, and all related matters. (For Possible Action).**
- a. Mayor Holbrook stated there are some concerns but the City's legal counsel did inform him that they can do it but they will need to enter into a lease agreement. Mayor Holbrook stated they are going to try to approve it but he hesitates and would like to do a little more research into how other cities do such things. Mayor Holbrook asked who is going to pay for the insurance and utilities.
  - b. Sabra Esparza stated she thinks they want the Council to decide what they will have to cover. Mayor Holbrook stated he understood that and they could work it out into the agreement.
  - c. Councilperson Johnston stated she talked to the architect JD Long and he told her it is a perfectly good building to use for a museum. Councilperson Johnston also stated they went through it with the building inspector and he also said the building is fine.
  - d. Vice Mayor Litchfield stated he thought they should work on the lease agreement.
  - e. Ella Trujillo stated they had not previously discussed the details because they were not sure how the building would be given to them. Ella Trujillo stated that paying to turn the building into a museum will be costly but they hopefully will be able to get grants. Ella Trujillo stated if the City wants to lease the building to them then they can sit down and negotiate the terms of the agreement. Ella Trujillo stated that it depends on how involved the City wants to be with the use of the building. Ella Trujillo

- stated a lease would allow them to continue to be involved.
- f. Vice Mayor Litchfield stated he would prefer a lease because if the Historical Society fails then it would revert back to the City. Vice Mayor Litchfield stated he thinks it is a worthwhile idea.
  - g. Councilperson Johnston stated that in 2012 the Council approved to turn the building into a museum.
  - h. Councilperson Griswold stated that a potential lease of 1 dollar a month for 5 years would be sufficient. Ella Trujillo stated it would be fine.
  - i. Mayor Holbrook stated he thinks they should table it and do a little more research or they could agree to lease it and then work on the contract.
  - j. Linda Bingaman stated the building next door was a City building that was leased to the company that ran the clinic and the City provided outside maintenance and water and sewer as an example.
  - k. Councilperson Griswold stated she would rather table it until they have the contract.
  - l. Councilperson Johnston stated they will still have to come before them with the contract. Vice Mayor Litchfield stated that it would speed up the process.

**Vice Mayor Lincoln Litchfield made a motion to lease the Old Senior Center Building at 718 Cedar Street APN# 002-093-005, contingent upon a contractual agreement between the City of Carlin and the Carlin Historical Society. Councilperson Margaret Johnston seconded the motion. The motion passed.**

**11. Public Comment may be taken prior to any Action Being Taken by the Council: Review, discussion, and possible approval to renew employee health insurance with Sierra Health and Life Health Plan of Nevada, and all related matters. (For Possible Action).**

- a. Mayor Dana Holbrook stated the cost of the health insurance is going up again and they discussed it thoroughly last year. Mayor Holbrook stated that they budgeted for it going up.
- b. Councilperson Griswold stated if they are going to do something better than it will be more costly.
- c. Councilperson Johnston stated across the board it is expensive and this is the best they can do.
- d. Sabra Esparza stated her family has been happy with the health insurance.
- e. Ella Trujillo stated she has not had any problems with it either.
- f. Councilperson Cameron Kinney stated that one of the plans is an HSA and Barrick uses HSA and it is good.
- g. Mayor Holbrook stated last year they had to drop the quality of the insurance they gave and so they offered the HSA in order to help with that.

**Councilperson Pam Griswold made a motion to approve the renewal of the employee insurance with Sierra Health and Life Health Plan of Nevada and**

**all related matters. Councilperson Margaret Johnston seconded the motion. The motion passed.**

12. **Public Comment may be taken prior to any Action Being Taken by the Council: Review, discussion, and possible approval of a recommendation to accept the proposed renewal agreement from Nevada Public Agency Insurance Pool and approval for payment for Fiscal year 2018 – 2019 funds and all related matters. (For Possible Action).**
- a. Leah Gregory stated this is the first time for her but she came over and met with David for several hours but obviously it is for naught. Leah Gregory stated he had the original but she understands that no one can find it now. Leah Gregory stated she gave them the paperwork this evening. Leah Gregory stated their entity is the only one that she knows of where the insurance cost has gone down. Leah Gregory stated nothing else has changed. Leah Gregory stated that Pool/Pact was very scared what Lloyd's of London was going to do with everything that happened last year but luckily they left it alone.

**Councilperson Pam Griswold made a motion to approve the agreement from Nevada Public Agency Insurance Pool and approval for payment for Fiscal year 2018 – 2019 funds and all related matters. Vice Mayor Lincoln Litchfield seconded the motion. The motion passed.**

13. **Public Comment may be taken prior to any Action Being Taken by the Council: Review, and discussion, and possible approval to appoint Chief Dennis Fobes to assist with the negotiations between the City of Carlin and the International Operating Engineers Local 3 AFL-CIO and all related matters. (For Possible Action).**
- a. Mayor Holbrook stated he spoke to Chief Fobes and he volunteered to do it.

**Councilperson Cameron Kinney made a motion to approve the appointment of Chief Dennis Fobes to assist with the negotiations between the City of Carlin and the International Operating Engineers Local 3 AFL-CIO and all related matters. Vice Mayor Lincoln Litchfield seconded the motion. The motion passed.**

14. **Public Comment may be taken prior to any Action Being Taken by the Council: Review, discussion, and possible approval of the minutes from April 25, 2018 and all related matters thereto. (Possible Action Item).**

**Vice Mayor Lincoln Litchfield made a motion to approve the minutes from April 25, 2018 and all related matters. Councilperson Pam Griswold seconded the motion. Councilperson Cameron Kinney abstained. The motion passed.**



15. **Public Comment will be taken prior to any Action Being Taken by the Council: Review, discussion, and possible approval of City expenditures for the period 5/05/2018 to 5/18/2018 and all related matters. (Possible Action Item).**
- a. Vice Mayor Lincoln Litchfield asked if the ammunition is purchased every six months.
  - b. Chief Dennis Fobes stated it is purchased annually.

**Councilperson Pam Griswold made a motion to approve the City expenditures for the period of 5/05/2018 to 5/18/2018 and all related matters. Councilperson Margaret Johnston seconded the motion. The motion passed.**

16. **Public Comment may be taken prior to any Action Being Taken by the Council: Review, discussion, and possible approval authorizing the City of Carlin Mayor to perform Marriages as provided in Senate Bill No. 279, and all related matters. (For Possible Action).**
- a. Mayor Dana Holbrook turned the meeting over to Vice Mayor Lincoln Litchfield.
  - b. Vice Mayor Litchfield asked if the Judge has the ability to do marriages. LaDawn Lawson stated she does but the Mayor would not be able to charge but he could accept small gifts.
  - c. Councilperson Pam Griswold stated she feels like if someone wants to get married and the Judge isn't here then the Mayor should be able to do it if he wants to do it.
  - d. Vice Mayor Litchfield stated he has done marriages before and it is something not to undertake lightly.
  - e. Councilperson Kinney asked if he will have to go to a class. Councilperson Griswold stated it doesn't seem like it.
  - f. LaDawn Lawson stated the couple still has to go the County and get a license.

**Councilperson Pam Griswold made a motion to approve authorizing the City of Carlin Mayor to perform Marriages as provided in Senate Bill No. 279, and all related matters. Councilperson Cameron Kinney seconded the motion. The motion passed.**

17. **Public Comment maybe taken prior to any Discussion Being Taken by the Council: Comment by the General Public: 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. (Non - Action Item).**
- a. Thomas Burney stated 317 Main. Thomas Burney stated Councilman Kinney your application there for this position you signed away your

- rights waived your rights how did that get written down there.
- b. Councilperson Cameron Kinney stated he signed an affidavit right before hand.
  - c. Thomas Burney stated and it said what you waive your rights or you sign them away.
  - d. Councilperson Cameron Kinney stated it said you waive your rights.
  - e. Thomas Burney stated and you don't get them restored unless you send a letter.
  - f. Councilperson Cameron Kinney stated it is for that specific NRS statute, not forever.
  - g. Thomas Burney stated it doesn't say there that you have to submit a letter to have your rights restored.
  - h. Councilperson Cameron Kinney stated it does say that.
  - i. Thomas Burney asked when he would do that letter.
  - j. Councilperson Cameron Kinney stated he does not have any comment on the question
  - k. Thomas Burney stated there are five of you here if he recalls correctly that three of you were appointments. Thomas Burney stated Lincoln you were appointed?
  - l. Vice Mayor Lincoln Litchfield stated this last time he was elected.
  - m. Thomas Burney stated Mayor you were appointed?
  - n. Mayor Holbrook stated that he was appointed.
  - o. Thomas Burney stated did you submit your letter to have your rights restored.
  - p. Mayor Holbrook stated no.
  - q. Thomas Burney stated and yet you just rendered an oath I don't understand this and I am not the only one we were talking about this the other day and I want to believe you. Thomas Burney stated we had this issue before a year ago and I refused to waive my rights and there is a very good reason for that. Thomas Burney stated in five days we are going to have a ceremony people secured those for you and you just sign them away. Thomas Burney stated and I don't see so who is going to restore those rights to you the City Council who do you write that letter to did you give that any thought at all
  - r. Councilperson Cameron Kinney stated those rights are specifically under that statute of the NRS. Councilperson Kinney asked if he had read that statute of the NRS.
  - s. Thomas Burney stated no that he didn't need to because he refused to waive them.
  - t. Thomas Burney stated the point is that what he wants to relay to you he had someone tell him the other day you know what if you sit there and give your rights up for any reason you don't deserve to have them in the first place so I think it is a valid question and Mr. Mayor I am a little embarrassed.
  - u. Councilperson Margaret Johnston stated she had a public comment. Councilperson Johnston stated that the town clean-up has been going well

and they have had good participation.

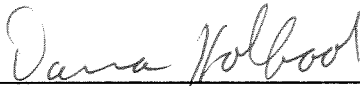
- v. Vice Mayor Litchfield stated that on Memorial Day he would be doing a speech, the district commander would be doing a speech and he would like to ask the Mayor to do a speech also. Mayor Holbrook stated he could.

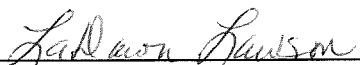
18. **Adjournment.**  
**(Possible Action Item)**

**Councilperson Cameron Kinney made a motion to adjourn. Councilperson Margaret Johnston seconded the motion. Mayor Dana Holbrook adjourned the meeting at 8:09 p.m.**

**Approved:**

**Attest:**

  
\_\_\_\_\_  
**Mayor Dana Holbrook**

  
\_\_\_\_\_  
**City Clerk LaDawn Lawson**