

PUBLIC MEETING NOTICE

The Carlin City Council, City of Carlin, State of Nevada, will conduct a **Regular** meeting on **April 22, 2020** beginning at **7:00pm**. For more information on the available Live Stream and Public Comment opportunity, please see below.

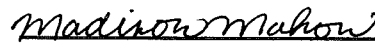
Attached, with this Notice, is the Agenda for the City Council Meeting. We are pleased to make reasonable accommodations for members of the public who are disabled and wish to participate during the meeting. If special arrangements are necessary, please notify LaDawn Lawson, City Clerk, in writing at PO Box 787, Carlin, Nevada 89822 or by telephoning 775-754-6354.

In accordance with Federal law and U.S. Department of Agriculture policy, the City of Carlin is prohibited from discriminating on the basis of race, color, national origin, sex, religion, age, disability. To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W. Washington, D.C. 20250-9410 or call (800) 795-3272 (voice) or (202) 720-6382 (TDD).

In accordance with Nevada Declaration of Emergency Directive 006, Section 3 and Section 4, this agenda has been posted in the following locations:

- City of Carlin Website
- State of Nevada Public Notice Website

In accordance with Nevada Declaration of Emergency 006, Section 2, this City Council Meeting will stream on Facebook Live on the City of Carlin Facebook Page: <http://www.facebook.com/CityofCarlin>. The City of Carlin will not monitor comments made during the live stream. If you would like to submit a statement to be read into the record, or receive supporting material electronically, please email them directly to City Manager Madison Mahon mmahon@cityofcarlin.com, or call City Hall at (775) 754-6354 **by Wednesday, April 22, 2020 at 5:00PM.**


Madison Mahon, Carlin City Manager

Agenda prepared by City Manager Madison Mahon.

Dated this 17th day of April, 2020.

The City of Carlin is an equal opportunity employer and provider.

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

**April 22, 2020
7:00PM**

The public may address the Board on agenda items as they are reviewed, at the discretion of the presiding officer or during the time reserved for Comments by the General Public, after being recognized by the presiding officer. The Public and all persons addressing the Board must abide by the requirements of the Carlin Municipal Code 1-6-11, detailed at the Public Comment section of this agenda.

Note: The Mayor or Vice Mayor Reserves the Right to Change the Order of the Agenda. Additionally, the Council may, by majority vote, combine two or more agenda items for consideration or may remove any item from the agenda or delay consideration to a future City Council Agenda.

Call to Order and Roll Call

Pledge of Allegiance

- 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.**

2. City Attorney Reappointment (For Possible Action):

- A) Review, discussion and possible approval of a recommendation to appoint Lauren Landa, of Goicoechea & DiGrazia, Coyle & Stanton, Ltd., as City Attorney for the City of Carlin, and authorization of attorneys in said firm to act as deputy city attorneys, and all related matters.

3. City of Carlin Personnel (For Possible Action):

- A) Review, discussion, and possible action on the resignation delivered by Floyd Davey, City of Carlin Full-Time Firefighter/EMT, and all related matters.
- B) Review, discussion, and possible action on a hiring freeze for the City of Carlin, and all related matters. Discussion to include if the hiring freeze should include critical needs positions, including emergency personnel, for the City of Carlin.

4. Resolution Adopting a Hazard Mitigation Plan (For Possible Action):

- A) Review, discussion, and possible adoption of a resolution adopting a Multi-Jurisdictional Hazard Mitigation Plan, and all related matters.

5. APPROVAL of Minutes (For Possible Action):

- A) Review, discussion, and possible approval of the Carlin City Council Emergency Meeting Minutes for March 20, 2020, and all other matters related thereto. Draft minutes can be requested by emailing City Manager Madison Mahon, mmahon@cityofcarlin.com, or calling Carlin City Hall at (775) 754-6354.

6. APPROVAL of Expenditures (For Possible Action):

- A) Review, discussion, and possible approval of City expenditures for the period of 04/04/2020-04/17/2020, and all related matters. The expenditure list can be requested by emailing City Manager Madison Mahon, mmahon@cityofcarlin.com, or calling Carlin City Hall at (775) 754-6354.

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.

8. Adjournment (For Possible Action)

Call to Order and Roll Call

Pledge of Allegiance

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.

2. City Attorney Reappointment (For Possible Action):

- A) Review, discussion and possible approval of a recommendation to appoint Lauren Landa, of Goicoechea & DiGrazia, Coyle & Stanton, Ltd., as City Attorney for the City of Carlin, and authorization of attorneys in said firm to act as deputy city attorneys, and all related matters.

**NOTICE OF POTENTIAL TO CONSIDER CHARACTER, MISCONDUCT,
COMPETENCE OR HEALTH OF A PERSON PURSUANT TO NRS 241.033 AND
WAIVER OF NOTICE REQUIREMENTS UNDER NRS 241.033 AND NRS 241.034**

NOTICE: The following matter has been placed on the Carlin City Council has been placed on the April 22, 2020, meeting agenda:

- A) Review, discussion, and possible approval of a recommendation to appoint Lauren Landa of Goicoechea & DiGrazia, Coyle & Stanton, Ltd. as City Attorney for the City of Carlin, and authorization of attorneys in said firm to act as deputy city attorneys, and all related matters.

In connection with this request, you are hereby placed on notice that the City Council may consider your character, alleged misconduct, professional competence or health at its meeting on April 22, 2020. The meeting will begin at 7:00 p.m. at 151 S. 8th Street, Carlin, Nevada. The meeting is a public meeting, and you are welcome to attend and have an attorney or other representative of your choosing present during the meeting, present written evidence, provide testimony, and present witnesses relating to your character, alleged misconduct, professional competence, or physical or mental health. The City Council may, without further notice, take administrative action against you by not reappointing you to the above-identified position, which may be based on the City Council's determines that such administrative action is warranted after considering your character, alleged misconduct, professional competence, or physical or mental health. This informational statement is in lieu of any notice that may be required pursuant to NRS 241.033 and NRS 241.034. The City Council will not go into closed session regarding this matter.

WAIVER: I have reviewed the foregoing and understand my potential rights under NRS 241.033 and NRS 241.034 to a written notice prior to any public meeting of the Carlin City Council wherein my character, any alleged misconduct, professional competence, physical or

mental health will be considered in regard to this application and/or administrative action may be taken against me. Further, I understand that the statutes require specific content of such notice, manner of service of such notice and period of time for such notice.

I hereby knowingly, intelligently and voluntarily waive, relinquish and give up any rights I have under NRS 241, and specifically NRS 241.033 and NRS 241.034, if any, to the notice requirements described above for any meeting(s) of the Carlin City Council which concerns my reappointment to the above-identified position. I understand that the City Council may consider my character, alleged misconduct, professional competence or health at its meeting on April 22, 2020. I understand that the City Council may take administrative action against me. I understand that the City Council will not go in to closed session regarding this matter. Further, I agree that if I should desire to revoke this waiver, I will do so in writing and provide the same to the City Manager prior to any meeting wherein an agenda item involving the above-mentioned agenda item is set to be heard. This waiver does not prevent myself or my representative(s) from being heard on any agenda item which involves such matters.



Lauren Landa

Date: 4/16/22

City of Carlin
Resolution No. 1999/00-4

**A RESOLUTION ADDRESSING A MONTH TO CONDUCT EVALUATIONS OF
APPOINTED OFFICERS AND A MONTH TO REAPPOINT THE APPOINTED
OFFICERS.**

WHEREAS, the Carlin City Council has determined Section 1.080 of the Carlin City Charter gives the board of councilmen the opportunity to appoint certain officers; and

WHEREAS, these officers are (a) city clerk; (b) city treasurer; (c) chief of police; (d) city engineer; (e) city attorney; (f) city auditor and (g) municipal judge, if the office of justice of the peace of Carlin Township ceases to exist; and

WHEREAS, every two years in June an election is conducted; and

WHEREAS, appointments have been traditionally done in July following an election; and

WHEREAS, the Carlin City Council has determined newly elected officials should have an opportunity to work with the appointed officials, prior to any reappointment; and

WHEREAS, the Carlin City Council has decided prior to the appointments evaluations need to be completed on each existing appointed person to determine whether they are qualified to be reappointed or whether it is in the best interest of the city to seek someone else.

NOW, THEREFORE BE IT RESOLVED, the following shall become policy for appointed officials:

- Each January the appointees will be evaluated by the members of the City Council and the evaluation will be reviewed with each appointee; and
- Each February the Carlin City Council shall appoint those officers as outlined in Section 1.080 of the Carlin City Charter to serve for that calendar year.

PASSED AND ADOPTED this 9th day of February, 2000.

APPROVED:



LINDA BINGAMAN, Mayor

ATTEST:



CHERIE AIAZZI, CMC
City Clerk

**REQUEST FOR QUALIFICATIONS
(RFQ)**

**For Professional Services
As the City Attorney
For the City of Carlin
In
Elko County, Nevada**

Addenda I

June 2, 2015

**Response Due
July 1, 2015
2:00 PM**

**Contact
David Jones
775-754-6354
djones@cityofcarlin.com**

Submit Response to:

**David Jones
Carlin City Manager
151 South 8th Street
PO Box 787
Carlin, Nevada 89822**

Addenda I
Added or changed on June 3, 2015

Section 1.0

Board of Alderman was changed to City Council in
Paragraph 2, 3, 7 and 8

Section 4.3

The word engineering was changed to attorney in
Paragraph 1

CITY OF CARLIN, NEVADA

Request for Qualifications (RFQ) City Attorney

1.0 REQUEST

Sealed responses marked "Request for Qualifications for City Attorney" will be accepted by the City of Carlin, P.O. Box 787, Carlin, NV 89822, Attn: David Jones, or by hand delivery to David Jones, City Manager, 151 South 8th Street, Carlin, Nevada until 2:00 p.m. local time, July 1, 2015. NO PROPOSALS WILL BE ACCEPTED BY WAY OF FAX OR ELETRONIC DATA FORMAT.

Sufficient time should be allowed for mailed RFQ Responses to be delivered by normal U.S. Postal Service before the response deadline. The candidate assumes responsibility for Responses that are late and subsequently disqualified. Late qualifications will not be considered. RFQ Responses must be received by, 2:00 pm, **July 1, 2015** at the City of Carlin, City Administration Building.

This request is part of a periodic process of review of all existing personal service contracts with the City. As such, the City will be comparing the range and depth of services being offered in contrast to the rate to be billed for those services in order to increase the economic efficiency of services provided. In order to accomplish that goal, the City is interested in your firm's responses to the following questions:

The City Attorney will be required to provide general municipal counsel, basic legal services, and advice on special projects. The City requests one attorney is designated as the point of contact or lead attorney.

Accessibility to and a timely response from the attorney is essential to the position.

Minimum qualifications include a Juris Doctorate from an accredited law school, a license to practice law in the State of Nevada, and be a member in good standing of the Nevada Bar. Experience with Nevada municipalities and knowledge of Municipal Law, Nevada Open Meeting Law, and Contract Law is preferable.

General municipal counsel of the City Attorney includes but is not limited to: (1) as director of the law department, having charge of all litigation in which the City is a party; (2) representing the City in all legal matters and proceedings in which the City is a party or interested, or in which any of its officers are parties in their official capacity; (3) advising the City Council or any committee or member thereof, and the heads of all departments, and all other officers and agencies of the City as to all legal questions affecting the City's interest; (4) approving as to form all ordinances, contracts, deeds, bonds and any other documents to be signed in the name of, or made to or with, the City.

Basic legal services include: (1) reviewing or drafting ordinances, resolutions, contracts, agreements, deeds, easements; (2) providing advice regarding government operations, elections, open meetings, open records, City ordinances, State law, routine matters, personnel matters, and property matters including real estate acquisition and sale, annexation, zoning, condemnation and public finance; (3) reviewing agendas and materials for Board meetings, anticipating and preparing legal advice on items to be addressed at the Board meeting, and attending City Council meetings as needed which are generally held on the second and fourth Wednesday evenings each month; and (4) providing legal opinions upon request. Special projects include large projects requiring 20 hours or more, such as an extensive drafting or revising of ordinances or code sections, research concerning an in-depth issue, etc.

Generally, the City Attorney may anticipate the job requiring 10 to 20 hours per month. City staff may work in-house to produce initial drafts, such as of City ordinances and resolutions, prior to the attorney's review. The City may also seek outside specialized counsel as necessary.

The City Attorney will be required to provide a detailed, itemized billing on a monthly basis, in order to avoid misunderstanding, a standing request exists for legal review of contracts, ordinances and resolutions presented to the City Council for consideration at its regular meeting in addition to anticipating and preparing legal advice on issues up for consideration, as well as attendance at the regular City Council meetings as requested. Further a request for legal services exists upon phone or written request of the City Administrator or Board member. For all other requests, including citizen's inquires, approval by the City Administrator prior to commencement of service is required. City Attorney will be required to generally familiarize himself/herself with general municipal law and keep abreast of legislation affecting cities outside the scope of billable services.

What experience does your firm possess in relation to local, State, and Federal law and its application and interpretation for the benefit of a municipality or similar organization?

What experience does your firm have with Nevada land use law?

What experience does your firm have in coordinating legal services with an insurance provider such as Pool/Pact?

What are the criteria under which your firm would decide to delegate or recommend delegation of specialized legal tasks to outside firms?

How does your firm approach translating complex legal issues into plain English for the decision-makers benefit?

How would your firm use technology to keep information flowing?

How will your firm optimize staffing and responsiveness for the benefit of the City?

How would your firm propose to structure its rates and billings as the Attorney of Record for the City?

How will your firm handle any necessary transition process?

What additional benefits will your firm bring to the City over and above those contemplated by this request?

Your firm may submit a proposal for civil, criminal or both civil and criminal law services provided to the City of Carlin.

Creative, workable, and efficient approaches to the above questions will receive significant weighting in the rating and ranking process described below.

A selection Committee consisting of the City Manager, Police Chief, City Clerk and possibly one citizen at large will select the winning firm based on assessment of overall qualifications, experience and quality of response to the RFQ. The Firm will be presented to the Carlin City Council for final approval.

RFQ Responses will be opened **July 2, 2015 at 10:00 am at 151 South 8th Street Carlin, Nevada.**

Notice of the Successful Party, if any, will be announced August 12th, at the regular meeting of the Carlin City Council. Contract refinement to be prepared in the following weeks, the anticipated start date is August 31st, 2015. The successful response will be used as the basis for a subsequent Personal Services contract. The City Manager will be the local contact for the Firm and will facilitate the Firm's interaction with the City, as it performs contractual services.

2.0 BACKGROUND

The City is going out for a Request for Qualifications for Attorney services as a means of reviewing current market availability. The RFQ process is being applied across the board to almost all existing Professional Service contracts. The current City Attorney of Record will be encouraged to respond. The Council is seeking to increase efficiency, services and to test market competitiveness.

3.0 DISCRIPTION OF SERVICES

The firm shall provide a full scope of services offered as outlined in this RFQ. The responding firm may propose alternative components or solutions not identified or requested in this document.

4.0 RFQ EVALUATION CONSIDERATIONS

All responses will be judged based on the following criteria, with the evaluation weighted as indicated:

4.1 Category 1 – Qualifications (35%)

The experience of key personnel assigned to the project with regard to their documented ability to successfully provide the proposed services. The firm shall submit resumes of the key personnel who would perform the described work. Each resume shall reflect the competency of each staff member for the work, noting relevant past experience and expertise of similar scope and complexity.

4.2 Category 2 – Resources and Capabilities (25%)

The Firm's resources and responsiveness, including the description of services provided by the firm to successfully support the City and responsiveness to short notice needs.

The Firm shall have the capability to provide quality and responsive services with respect to the following:

- a. Ability to meet the City of Carlin's legal needs, including the ability and willingness to work cooperatively with City staff;
- b. Use of current technology;
- c. Responsiveness to short notice needs
- d. Clear, creative, workable, and efficient approaches to the questions in Section 1; and
- e. Demonstrated ability to deliver the proposed services for the optimal benefit of the City.

4.3 Category 3 – Service pricing (40%)

The proposed service rate pricing and billing methodology and the firm's approach to minimizing attorney service costs will be evaluated under this category.

5.0 INSTRUCTIONS TO FIRMS

5.1 Contact Person

For questions or clarifications regarding any element of this RFQ, the following individual can be contacted:

David Jones, City Manager
City of Carlin
151 South 8th Street
PO Box 787
Carlin, NV 89822

775-754-6354
djones@cityofcarlin.com

5.2 Addenda to RFQ

In the event that it is necessary to revise any part of the RFQ, addenda will be provided to all vendors who received the initial RFQ or subsequently requested a copy. This includes any amendment of dates in the Schedule for Selection Process. Any addenda so issued are to be considered part of the specifications of the RFQ. The City is not responsible for any explanation, clarification, interpretation, or approval made or given in any manner except by addenda issued by the City of Carlin.

If an RFQ holder obtains the RFQ from a third party, they must notify David Jones of the City of Carlin in writing or by email to be on the RFQ holder's list.

5.3 Firm's Responsibility for Response Costs

The Firm shall be fully responsible for all response development and submittal costs. The City of Carlin assumes no contractual or financial obligation as a result of the issuance of this RFQ, the preparation and submission of a response by a Firm, product demonstration by a Firm, the evaluation of an accepted/rejected response, or the selection of the finalist(s).

5.4 Ownership of responses

All responses and associated materials received shall become the property of the City of Carlin.

5.5 Response Acceptance or Rejection

The City of Carlin reserves the right to reject any or all responses, to accept or reject any or all the items in the response, to waive any informality in the responses received, and to award a contract in whole or in part, if it is

deemed to be in the best interest of the City of Carlin. The City of Carlin reserves the right to negotiate with any firm after responses are opened and the winning response is awarded, if such action is deemed to be in the best interest of the City of Carlin.

In addition to the factors mentioned above, Firms are cautioned to review carefully all terms, conditions and specifications of the RFQ prior to submittal of responses. The Personal Services contract may be awarded strictly on the basis of the Firm's response including the Firm's qualifications as received and without further discussion. Therefore, each response should be submitted to the City of Carlin in the most favorable terms from both a cost and qualification standpoint.

5.6 All responses shall be valid through September 30, 2015.

5.7 Withdrawals and Modifications

Any responses can be withdrawn or modified in writing by contacting David Jones, City of Carlin, prior to the July 1, 2015 closing time.

5.8 Contract

The successful respondent will be expected to enter into a contract with the City of Carlin. The respondent will be required to maintain Errors and Omissions insurance for the duration of the agreement.

5.9 Proposed RFQ and Contract Schedule

The City of Carlin reserves the right to change the schedule or terminate the selection process at any time at the City of Carlin's sole discretion. Notice thereof will promptly be provided to parties on the City of Carlin RFQ holders list.

6.0 FIRM REQUIRED INFORMATION

The response must include:

- a. The Firm name, address, FAX, phone number, voice phone number of the Firm and Contact Person for the response.
- b. A description of the Firm;
- c. A list of the names, positions, and responsibilities of each of the Firm's personnel that will be assigned to provide services for the contract;
- d. A copy of brief resumes for the lead persons to be assigned to the City;
- e. The identity of the Firm's manager with corporate responsibility for performance of the services provided; and
- f. The Firm's related experience to perform the range of services requested by this RFQ, including clientele reference contacts.

7.0 COMPLAINTS

Any respondent who has submitted a response to the City of Carlin and who is adversely affected by the City of Carlin's contract award to another respondent has 5 days after issuance of the Notice of Intent to award the contract, to submit a written protest of award to the City of Carlin.

Written concerns must be mailed to:

David Jones, City Manager
City of Carlin
PO Box 787
151 South 8th Street
Carlin, NV 89822

Miscellaneous

- The prospective Firm shall not subcontract, assign, or transfer any of the services sought under this solicitation, with the exception of those subcontractors identified in the prospective Firm's response, without the prior written consent of the City of Carlin.
- The selected Firm will be responsible for the fulfillment of all work elements included in all subcontracts and shall agree to be responsible for payment of all monies due under any subcontract.
- Four (4) signed copies of the Firm's Response to the RFQ must be submitted for review by the City of Carlin. Each copy is to be bound or stapled individually. One (1) copy shall bear original signatures. Use of legible reproductions of signed originals is authorized for all other copies of the response.
- The selected Firm must agree to indemnify, defend, save and hold harmless the City of Carlin, its board members and employees, from all claims, demands, liabilities and suits of any nature (including attorneys fees incurred by the indemnified parties before litigation, in litigation, in trial and appellate proceedings and post judgment proceedings) arising out of, because of, or due to any act, error, omission or negligence or other wrongdoing of the selected Firm, its subcontractors, agents or employees.
- The Firm must not have an interest, direct or indirect, which conflicts in any manner with the performance of the services contemplated by the agreement with the project and that no person having such interest shall be employed by or associated with the consultant during the term of the agreement.
- The RFQ will be limited to 30 (Thirty) pages in length, single sided.

3. City of Carlin Personnel (For Possible Action):

- A) Review, discussion, and possible action on the resignation delivered by Floyd Davey, City of Carlin Full-Time Firefighter/EMT, and all related matters.
- B) Review, discussion, and possible action on a hiring freeze for the City of Carlin, and all related matters. Discussion to include if the hiring freeze should include critical needs positions, including emergency personnel, for the City of Carlin.

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COMPETENCE OR HEALTH OF A PERSON PURSUANT TO NRS 241.033 AND
WAIVER OF NOTICE REQUIREMENTS UNDER NRS 241.033 AND NRS 241.034**

NOTICE: The following matter has been placed on the Carlin City Council has been placed on the April 22, 2020, meeting agenda:

1. City of Carlin Personnel (For Possible Action):

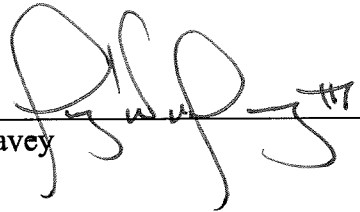
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WAIVER: I have reviewed the foregoing and understand my potential rights under NRS 241.033 and NRS 241.034 to a written notice prior to any public meeting of the Carlin City Council wherein my character, any alleged misconduct, professional competence, physical or

mental health will be considered in regard to this application and/or administrative action may be taken against me. Further, I understand that the statutes require specific content of such notice, manner of service of such notice and period of time for such notice.

I hereby knowingly, intelligently and voluntarily waive, relinquish and give up any rights I have under NRS 241, and specifically NRS 241.033 and NRS 241.034, if any, to the notice requirements described above for any meeting(s) of the Carlin City Council which concerns my reappointment to the above-identified position. I understand that the City Council may consider my character, alleged misconduct, professional competence or health at its meeting on April 22, 2020. I understand that the City Council may take administrative action against me. I understand that the City Council will not go in to closed session regarding this matter. Further, I agree that if I should desire to revoke this waiver, I will do so in writing and provide the same to the City Manager prior to any meeting wherein an agenda item involving the above-mentioned agenda item is set to be heard. This waiver does not prevent myself or my representative(s) from being heard on any agenda item which involves such matters.



Floyd Davey

Date: 16 APR 2020

4. Resolution Adopting a Hazard Mitigation Plan (For Possible Action):

- A) Review, discussion, and possible adoption of a resolution adopting a Multi-Jurisdictional Hazard Mitigation Plan, and all related matters.

CITY OF CARLIN
RESOLUTION NO. 2020 - 03

A RESOLUTION ADOPTING THE 2019 HAZARD MITIGATION PLAN

Upon introduction by _____ and seconded by _____ the following Resolution was passed and adopted:

WHEREAS, the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act), as amended by the Disaster Mitigation Act of 2000, provides the legal basis for state, local, tribal, and territory governments to undertake risk-based approaches to reducing natural hazard risks through mitigation planning. Specifically, the Stafford Act requires state, local, tribal, and territorial governments to develop and adopt FEMA-approved hazard mitigation plans as a condition for receiving certain types of non-emergency disaster assistance;

WHEREAS, FEMA requires state, tribal, territorial and local governments to develop and adopt hazard mitigation plans as a condition for receiving certain types of non-emergency disaster assistance, including funding for mitigation projects;

WHEREAS, jurisdictions must update their hazard mitigation plans and re-submit them for FEMA approval every five years to maintain eligibility;

WHEREAS, the Elko County Office of Emergency Management prepared a Multi-Jurisdictional Hazard Mitigation Plan (HMP) encompassing Elko County and the Cities of Elko, Carlin, Wells and West Wendover;

WHEREAS, the HMP was adopted in 2008, then updated in 2013 and 2019;

WHEREAS, the 2013 update was not adopted by the Carlin City Council;

WHEREAS, the 2019 update to the HMP (2019 HMP Update) has been reviewed by the Carlin City Council;

WHEREAS, the purpose of the HMP is to create a set of guidelines and policies that will assist participating local governmental agencies, including the City of Carlin, in preparing for natural and human-caused hazards;

WHEREAS, it is not the purpose of the HMP to create rigid requirements or to establish a duty or standard of care for civil lawsuits or any other purpose;

WHEREAS, adoption of the HMP or the 2019 HMP Update does not obligate the City of Carlin to pursue disaster assistance, grants or any other type of funding;

WHEREAS, the implementation and management of the 2019 HMP Update will be left to the discretion of the Carlin City Council;

WHEREAS, the Carlin City Council desires to adopt the 2019 HMP Update.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED BY THE CARLIN CITY COUNCIL that the 2019 HMP Update is hereby approved and adopted;

IT IS FURTHER RESOLVED that the purpose of the 2019 HMP Update is to create a set of guidelines and policies that will assist participating local governmental agencies, including the City of Carlin, in preparing for natural and human-caused hazards, and not to create rigid requirements or to establish a duty or standard of care for civil lawsuits or any other purpose;

IT IS FURTHER RESOLVED that the implementation and management of the 2019 HMP Update will be left to the discretion of the Carlin City Council;

IT IS FURTHER RESOLVED that this Resolution shall be effective and shall be in force immediately upon adoption, and that upon adoption of this Resolution by the Carlin City Council it shall be signed by the Mayor and attested to by the City Clerk.

PASSED AND ADOPTED this_ day of _____, 2020.

CITY OF CARLIN

By: _____
DANA HOLBROOK, MAYOR

ATTEST:

LADAWN LAWSON, CITY CLERK

VOTE:

AYES: _____

NAYES: _____
ABSENT: _____

5. APPROVAL of Minutes (For Possible Action):

- A) Review, discussion, and possible approval of the Carlin City Council Emergency Meeting Minutes for March 20, 2020, and all other matters related thereto. Draft minutes can be requested by emailing City Manager Madison Mahon, mmahon@cityofcarlin.com, or calling Carlin City Hall at (775) 754-6354.

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

**March 20, 2020
10:00AM**

Call to Order and Roll Call

Mayor Dana Holbrook called the Emergency meeting of the Carlin City Council to order at 10:00 a.m.

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

Council Members Absent: None.

**Staff: Madison Mahon, Carlin City Manager
LaDawn Lawson, Carlin City Clerk
Honorable Judge Teri Feasel, Carlin Municipal Court
Lt. Kevin McKinney, Acting Carlin Police Chief
Carlos Esparza, Carlin Public Works Director**

Public: No general public was present in person.

The General Public was able to live-stream the meeting by viewing it on the social media All Aboard Carlin.

Pledge of Allegiance

- 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.

- Mayor Dana Holbrook announced that anyone viewing this on Facebook should be aware that the Council will not be able to take any comments at this time. We are trying this for the first time today and if it continues, we will try to get it setup in the future to be able to take comments from the public.
- Vice Mayor Lincoln Litchfield asked if any written comments had been received.
- Madison Mahon, Carlin City Manager, stated she had received none.
- LaDawn Lawson, Carlin City Clerk, stated she had received none.

➤ **No Public Comments.**

Note:

- ❖ Mayor Dana Holbrook stated he will be combining Items 2 through 6 since they are all pertaining to the same topic them after the discussion we will start at the beginning and make a motion for each individual Item. He then read each Agenda Item 2 through 6 out loud for the record. Then he asked if there was any general comment regarding these items. He stated just before he came into the meeting, he was made aware of a second case of coronavirus in Elko County.
- ❖ Vice Mayor Lincoln Litchfield stated he would like to work backwards on the agenda items and would start with Agenda Item 6. He stated he did not have a problem canceling the March 25th meeting unless there is something pressing that needs to be addressed, which at this time, he is not aware of anything.
- ❖ Madison Mahon, Carlin City Manager, stated right now my priority is budget. We don't have anything more pressing than the budget at this time except for this Declaration of Emergency. For the budget, the Tentative Budget is due to the State by April 15th, so Bernardo Sandoval, LaDawn Lawson, and myself, talked yesterday and we have time to put

together the revenues and projections. She stated she had just received the final revenue projections on Thursday last week from the State, and Bernardo Sandoval was going to drop them into the State forms. It will still take a little bit of time because we are still working on Public Works' budget to do our proper split. We would like to start this on July 1st. This will take a little bit of extra time but we still have a good cushion for budget. So, I and the Mayor have discussed possibly April 1st and April 8th to have budget meetings, but that is up to the Council. She and Bernardo Sandoval anticipate to have a close to final tentative budget for the Council's review. We will have most of the backend work done ourselves.

- ❖ Mayor Dana Holbrook stated the next is Item 5, water shut-offs.
- ❖ Vice Mayor Lincoln Litchfield stated he thought this was a good idea to minimize our employees being at homes. It might be very busy after 30 days but it is helping with the welfare of our citizens. If they can't go to work, they can't get paid, they can't pay their water bill, and it just snowballs, I think that is a smart move.
- ❖ Councilperson Pam Griswold stated the Wells Rural Electric did the same thing this month.
- ❖ Mayor Dana Holbrook stated there is enough stress in the world right now that we don't need everyone stressing over the water bill.
- ❖ Carlin City Clerk LaDawn Lawson stated that the shut-off fees were \$15.00, for the first time, second time is \$25.00, and \$50.00 for the third time. Some customers have been shut-off through the year so the fee would be an extra \$50.00 added to their bill.
- ❖ Mayor Dana Holbrook stated that our Public Works needs to be working on some more important issues. He then addressed Item 4, the Sick Leave Policy, this is because if we do declare this as an emergency there are some procedures that will change. Some people may need to be home watching their kids, right now for using your sick leave, our policy is very defined in how it can be used. This is an extenuating circumstance and I think we need to have a little bit of leeway to allow people to use their sick leave for a period of time while this is going on and the same for working from home. He would suggest, at least two people, like Madison and himself be authorized to address changes that are not addressed by our personnel policy, regarding use of sick leave or working from home. He feels we need to designate two of the Council to say yes this is something we can work around. He doesn't want to suspend our policy indefinitely because he feels it will return to normality. We will return to our policy but he believes this is uncharted territory and we need have a little leeway

to work and he and City Manager Madison Mahon have been looking at into this matter.

- ❖ Vice Mayor Lincoln Litchfield stated at PETCO, the Corporation has developed an additional sick policy for the Coronavirus, so if you come down sick with it and are confirmed with the virus, and need to be quarantined for fourteen (14) days the Company is allowing forty (40) hours of additional sick leave. He stated if someone in the City's employment comes down with coronavirus, we need to take care of them.
- ❖ Mayor Dana Holbrook stated that is why he would like some leeway and set it up so two (2) people are reviewing it by a case to case basis with no favoritism.
- ❖ Councilperson Margaret Johnston stated she felt the Mayor and City Manager Madison Mahon should have control over that.
- ❖ Councilperson Pam Griswold agreed.
- ❖ Mayor Dana Holbrook stated the suspension of in-person services, everyone in the City has shutdown to walk-ins. We have done it as a proactive measure, but it is a council decision and it is a smart thing to do to limit exposure.
- ❖ Councilperson Pam Griswold stated that Wells Rural Electric Company has done the same as the City, customers can use the drop box or can use the phone to call in and pay by Credit Card. She stated it is very prudent to protect the people in the offices.
- ❖ Mayor Dana Holbrook stated we want to keep our employees healthy and we want our citizens to stay healthy so everyone can continue to do their jobs.
- ❖ Councilperson Margaret Johnston stated it is important to let the citizens know that the dump is closed, don't bring branches down even though we appreciate them cleaning-up their yards, please don't bring things down to the dump until this quarantine is lifted.
- ❖ Mayor Dana Holbrook inquired if the City of Elko dump was still open.
- ❖ Carlos Esparza responded that the last he heard it was still open.
- ❖ Councilperson Margaret Johnston asked the public not to flush wipes down the toilets we are having lift station issues and this will cause more problems.
- ❖ Mayor Dana Holbrook moved to Item 2, (B), for discussion and asked City Manager Madison Mahon to address this item.
- ❖ Madison Mahon, Carlin City Manager, read into the record,
"On Wednesday, March 18, 2020, Governor Sisolak ordered casinos and all other nonessential business to close for thirty (30) days to suppress the potential spread of the COVID-19 outbreak in

Nevada. At this point in time, no request has been made by the State of Nevada for the enforcement of Governor Sisolak's directive. The City of Carlin will not directly enforce the Governor's directive, but asks that local businesses aid in mitigating the transmission risk of COVID-19.

In the event that enforcement is requested by the State of Nevada, the Carlin City Council shall convene to address the issue at that time."

- ❖ Madison Mahon, Carlin City Manager, stated that Acting Carlin Police Chief Lt. McKinney with the directions of City Attorney Lauren Landa, every other city in the state right now is following a similar path, because we don't have an enforcement method given to us by the State we would have to create one, so there have been rumors that the AG's Office is working on a mandate and a directive to force local governments into enforcing the directive, but at this time we do not have one. This is what the Press Release covers.
- ❖ Mayor Dana Holbrook stated that he thought we needed to give businesses a few days to make the right decision on their own and from what he is seeing the businesses around here are making good decisions. We may need to come back and address something down the road. But as of right now people have the right to make some decisions of their own.
- ❖ Vice Mayor Lincoln Litchfield stated it is the right of the business owner to make a lot of decisions concerning different things, he feels the restaurants have done a very good job of saying hey look we are going to be open but it is carryout only, the grocery stores have said they are going to be open a hour for seniors only, he knows that he and Diana went to Smith's on Wednesday, it was amazing that the seniors were shopping normal, they weren't hoarding, they could have gone through and said they want all this and all of that, but they weren't, they were very selective and very prudent about it. He called Madison and talked to her about this, he doesn't feel we have the right to tell private businesses what they can do unless the governor comes out with a mandate or the President come out with a directive.
- ❖ Councilperson Margaret Johnston stated she feels if your country asks you to do something and your State government asks you to do something it is your civic duty follow what your government is telling you to do. If you're a good citizen of this country, you respond by not looking for political reasons to do things, not looking at what is best for me but what

is best for everyone, this is not a normal flu, it is spreading 4 to 1, and as citizens I highly and strongly recommend you do your due diligence and stay at home. There is no reason to spread this. If you are a business, we realize it will be a hardship on you to close down, but we need to do that to take care of people take care of our citizens. It has gotten two already in our County and you can times that by 4 people by that and so on. Don't think this is not serious, it is serious.

- ❖ Mayor Dana Holbrook read and opened Item 2 of the agenda for discussion. He stated overall this is the declaration of the emergency because things need to happen sometimes a little quicker than if we have to set two (2) or three (3) weeks down the road with the way this is moving. Also, by declaring it an emergency, if there becomes federal funding available the local business will be able to apply a lot easier for aid and that if they are shutting their businesses down, by the City saying yes this is an emergency, it may help them in the future to get reimbursement.
- ❖ Vice Mayor Lincoln Litchfield stated we have done this before when we had the big snow storm in 2015.
- ❖ Mayor Dana Holbrook stated yes and we are hopeful this is not as serious as it appears to be at this time and we don't know now, so it is better to act with a sense of caution and by doing all this and taking steps we can keep the citizens assured that we are doing what we need to do.

Mayor Holbrook further discussed the need to cancel the City Council meetings by stating we are going to need to have meetings and if we as a Council are doing what is in the best interest of the Citizens of Carlin, we will not have a bunch of people jammed in this room. If they trust that we are making the right decisions and doing our jobs, he thinks we can get together in a small group and the citizens can still come here. If we do it right, we can have meetings and keep everybody safe and we can make things work.

- ❖ Councilperson Pam Griswold stated if someone on the Council feels they do not want to come to a meeting we have the option of calling-in on the telephone and we can do the meeting by skype or do a Go-to-Meeting. There are several things out there.
- ❖ Councilperson Margaret Johnston stated the Microsoft team has the ability to have everyone get on their laptops and facetime.
- ❖ Mayor Dana Holbrook stated there is even more we could do like removing chairs and have a distancing.

- ❖ Councilperson Cameron Kinney stated we have to have one physical location but it doesn't mean everyone has to show up to the physical location. We are taking the precautions that we can and hope the citizens do as well. Also, if the citizens have comments they can write-in their comments to the City Manager or the City Clerk and we can review their comments during Public Comments.
- ❖ Mayor Dana Holbrook stated they are open to suggestions and ideas.
- ❖ Councilperson Cameron Kinney stated he had a question regarding the water shut-offs. So, we are going to defer the water shut-offs for a thirty (30) day period and that is if someone cannot pay their bill we are not going to go out and shut their water off. So how does that work when the thirty (30) days are up are they going to have to still pay the penalty and for the time they haven't paid?
- ❖ LaDawn Lawson, City Clerk, stated yes, they will have to pay for the water that they used which would be \$78.75 and the penalty would be \$15.00. The Council also has the right and can waive the penalty for this month as well.
- ❖ Councilperson Pam Griswold stated she would waive the penalty because we are not shutting them off.
- ❖ LaDawn Lawson, City Clerk, stated the penalty is for not paying on time there is a separate shut-off fee. So, you have two (2) fees, a penalty fee and a shut-off fee.
- ❖ Councilperson Pam Griswold stated so you could charge the penalty fee and not the shut-off fee because you are not shutting them off.
- ❖ LaDawn Lawson, City Clerk, stated then in forty-five (45) days if they are still behind then they would be shut-off.
- ❖ Mayor Dana Holbrook commented right now the people that have a shut-off notice it is not because of the COVID 19, if they have not paid it is due to another reason. However, with that said there is enough stress that we don't need to shut peoples' water off, he stated he would almost like it put that water will not be shut-off until Council gives direction back to staff as to when we start water shut-offs.
- ❖ Carlos Esparza, Public Works Director, stated that Public Works will still be doing emergency shut-offs for broken water pipes. This would be shut-offs for non-payment.
- ❖ LaDawn Lawson, City Clerk, stated that if the Council wanted to waive the late penalty that this could be done as well.
- ❖ Councilperson Margaret Johnston stated they can pay on-line or the drop box, there are still ways to make their payment.

2. Emergency Declaration (For Possible Action):

- A) Review, discussion, and possible action to declare an emergency based on the coronavirus (COVID-19) containment efforts that local, state, and federal agencies have recommended.

- Mayor Dana Holbrook read the declaration by title in to the record this is the "Declaration of an Emergency."

Motion:

Vice Mayor Lincoln Litchfield moved to approve a declaration of an emergency based on the coronavirus (COVID-19) containment efforts that local, state, and federal agencies have recommended per our Declaration of an Emergency dated March 20, 2020. Councilperson Pam Griswold seconded the motion. Motion Carried.

- B) Review, discussion, and possible approval of a press release regarding Governor Sisolak's directive to close non-essential businesses.

Motion:

Councilperson Pam Griswold moved to approve the press release regarding Governor Sisolak's directive to close non-essential businesses. Vice Mayor Lincoln Litchfield seconded the motion. Motion Carried.

3. Suspension of In-Person Services (For Possible Action):

- A) Review, discussion, and possible action to continue to suspend in-person services at City of Carlin offices and facilities, based on recommendations from the Centers for Disease Control (CDC).

The City of Carlin has closed and/or restricted City offices in regard to in-person services. Staff will be available via email and telephone to provide assistance as needed. The public is encouraged to utilize online services, and drop-box payments, when possible.

At this time, normal operations will continue, with no expected interruption in service.

- Vice Mayor Lincoln Litchfield questioned are we going to suspend this for thirty (30) days or is this indefinite until we decide to open it back up?
- Councilperson Margaret Johnston stated she feels it should be indefinite.
- Mayor Dana Holbrook stated he moves toward indefinite until it is brought back to Council and Council says this emergency is over and we will resume normal business operations.
- Vice Mayor Lincoln Litchfield stated just for clarification this is just not City Hall, Police Department, Fire Department or Public Works, but all city offices.
- Mayor Dana Holbrook confirmed that it is all city offices. He then inquired as to what the court is doing.
- Judge Teri Feasel stated the building is closed and they are available by

telephone and if someone needs to come in, we will meet them at the door and let them in. She stated they are having some hearings, essential hearings like protection order hearings if we need to have them, but we will limit the people in the courtroom. DUI trials are scheduled and we are planning to go forward with those at this time. The Attorneys can always make a motion to continue and the court would grant the motion. Any motions for continuances will be granted and all other types of hearings are being suspended for at least sixty (60) days, then we will review them at that time. She sent a copy of the Administrative Order over to City Manager Madison to be distributed to the Council to tell you how the court is going to be operating and the order is to be reviewed every thirty (30) days to see if anything needs to be updated or extended.

- Councilperson Pam Griswold inquired if the Police Department is closed down will everything be going through dispatch, and will nobody be coming into the police department?
- Acting Carlin Chief of Police Lt. Kevin McKinney stated no, they will still have someone in the front office answering the telephone, answering emails, things like that, so we still have them available for that, just no person to person contact right now.
- Councilperson Pam Griswold questioned somebody could come in and ask for an officer and it would have to go through the 911 or non-emergency dispatch numbers.
- Acting Carlin Chief of Police Lt Kevin McKinney stated no they can still call the office.
- Judge Teri Feasel stated all the numbers are posted and on the front door for peoples' information in case they don't know who to call or what number to use.
- Mayor Dana Holbrook stated he would like to say it is very nice that the City of Carlin has put up the numbers. He said he had heard they had not done this in one of our neighboring cities so people were going into the buildings and there was no numbers, no people, no anything, he feels the communication that has been done by the employees of the City of Carlin has been very good.
- Acting Carlin Chief of Police Lt. Kevin McKinney stated if people call the office and no one answers, it gets transferred directly to Dispatch.

Motion:

Councilperson Cameron Kinney moved that we continue to suspend in-person services at City of Carlin offices and facilities, based on recommendations from the Centers for Disease Control (CDC) indefinitely until the Council convenes and says otherwise. Vice Mayor Lincoln Litchfield seconded the motion. Motion Carried.

4. Sick Leave Policy (For Possible Action):

- A) Review, discussion, and possible action to allow City employees to use accrued Sick Leave, consistent with the City of Carlin Personnel Policy, or if an employee is sent home pursuant to the Governor's shutdown order, based upon a public health

emergency, with or without a doctor's note, as currently required by the City of Carlin Personnel Policy.

- Mayor Dana Holbrook stated we are actually trying to have a little flexibility with the city policy and the emergency declaration. If the council would like to put that in the sick policy and the personnel policies may be adjusted during this time and appoint City Manager Madison Mahon to oversee this.
- Vice Mayor Lincoln Litchfield inquired if someone comes down with the coronavirus, that there is some other avenue that they cannot be penalized for getting the virus, that they can actually continue with their pay. If you come down with it and you are fourteen (14) days self-quarantined or quarantined by a medical condition, he doesn't think we need to penalize these people. He thinks we need to take care of them, now they have the additional hardship of they are going to be gone for fourteen (14) days, and they are not going to have a paycheck because they only have so many sick days accrued.
- City Clerk LaDawn Lawson inquired what about all the coworkers that have been infected?
- Vice Mayor Lincoln Litchfield stated that if they have to be quarantined for this, he doesn't want them penalized because they only have eight (8) hours of sick time.
- Mayor Dana Holbrook replied that if it comes to that point, then it would come back to the city council on an individual basis. What we are looking for here is to give the City Manager with myself or another councilperson, the authority to say you can work from home, or you can use your sick leave on minor things. But if something becomes a financial burden, that would need to come back to council.
- Councilperson Pam Griswold stated she would like to add that should an employee be tested positive for the coronavirus, then any additional sick leave would be left up to the Mayor and City Manager for approval.
- Councilperson Margaret Johnston stated the State protocol would fall into place and she felt that the Mayor and City Manager could handle it. She stated also there is the Emergency Management plan in place for these things.
- Councilperson Cameron Kinney asked what would this be changing?
- City Manager Madison Mahon stated the reason she wanted it on the agenda was because now in our personnel policy, the sick leave policy is a little vague, but it states that three (3) days or less you don't need a doctor's note, three (3) days or more you do need a doctor's note. So, if you're out for three (3) days you could fall under the discretion of either one of us, and it is not well written. But what she is wanting is if someone needs to take four (4) days of sick leave and cannot acquire a doctor's note, that doctor's note requirement be waived. So, if someone is not feeling well or by our policy they are allowed to take care of a sick family member, so if someone has a child, or mother, or some sort of family member that they need to take four (4) days to care of that person, we would not require a doctor's note, and that is just on the sick leave they have accrued.
- Councilperson Cameron Kinney stated so right now anything over three (3)

days they need a doctor's note. So, what we are saying is because of this COVID-19 you will be able to take as much sick leave as you have accrued without a doctor's note.

- City Manager Madison Mahon stated yes, that is correct.
- Mayor Dana Holbrook stated yes, if it is approved, it may still be that you want to have that sick leave, but it is going to be given the flexibility to whether or not we strictly follow the policy or not. Each individual will have a little more flexibility and we won't have to require a doctor's note, and if someone is taking off because of a family member or self-quarantine. Some of this stuff is not addressed very well in our policy and we are just saying for this period of time, while we are under this emergency declaration, instead of trying to come before council with every little thing, we are just going to make these decisions and it would only be in effect like this until council comes back and says we do not need to deal with this. Other things we can look at are employees working at home, adjustment in hours to keep social distancing, and this will still give us productive. There is going to be things that come up in this emergency.
- Councilperson Margaret Johnston stated she had asked City Manager Madison Mahon to put in the packet the Emergency Management Plan, Chapter 4.1.4 of the NRS, it gives us an outline of how to handle things. There is also a NAC that she didn't have the City Manager put in the packet, to give some administration plan to handle things. She feels that the Mayor and City Manager should be authorized to make decisions on our sick leave policy during this time.
- Acting Chief of Police Lt. Kevin McKinney stated that since the officers were still handling and responding to calls in-person. The Communicable Disease Policy does not cover coronavirus and he would like to apply coronavirus exposure to our communicable disease policy so they can also use worker's comp if they are exposed.
- City Manager Madison Mahon stated they can file a C-1 Worker's Comp form for any exposure to the coronavirus. POOL & PACT has advised us not to discourage any workers, we want them to file worker's comp cases if necessary and will be subject to medical investigation.
- Councilperson Margaret Johnston stated under NAC under NRS Section 4.1.4, has guidelines regarding your volunteers and emergency response personnel.

Motion:

Councilperson Margaret Johnston made a motion approving Mayor Dana Holbrook and Carlin City Manager Madison Mahon to make decisions on our policies for sick leave going forward until this is over. Councilperson Pam Griswold seconded the motion. Motion Carried.

5. Water Shutoffs (For Possible Action):

- A) Review, discussion, and possible action to defer water service shutoffs during the 30-day shutdown period, and all related matters.

- Vice Mayor Lincoln Litchfield stated he had brought up the thirty (30) days shut down period.
- Mayor Dana Holbrook stated what we are trying to say is the City will not shut-off someone's water for non-payment at this time until the City Council comes back and says this emergency over, or until the City Council directs the city staff to enforce the water shut-off policy. We would be suspending the shutting-off of water for non-payment at this time.
- Councilperson Cameron Kinney inquired that when we re-enforce the water shut-off policy are we going to waive the penalties?
- Mayor Dana Holbrook stated when we bring this back to Council, we will have that discussion.
- Councilperson Margaret Johnston stated we are trying to keep our public workers going out and doing the physical shut-off and keep them from exposure.
- Councilperson Pam Griswold stated the late fee will be automatically added to their bill it would be the disconnect fee we will be waiving.
- Councilperson Cameron Kinney stated he would like it stated in the motion that way.
- Mayor Dana Holbrook stated that at a later time the council could waive the penalty.

Motion:

Vice Mayor Lincoln Litchfield made a motion to approve deferment of water service shut-offs during the 30-day shutdown period for non-payment, with emergency shut-offs still going on, and the penalty fees for late payment and/or shut-offs fee will still be applied unless the Council decides otherwise.

Councilperson Cameron Kinney inquired if Vice Mayor Lincoln Litchfield wanted to state just the penalty fee and not the shut-off fee.

Vice Mayor Lincoln Litchfield stated no he thought both.

Mayor Dana Holbrook stated they would not be getting a shut-off fee because we would not be shutting anyone off.

Councilperson Cameron Kinney stated he felt we should just include the late fee.

Vice Mayor Lincoln Litchfield amended the motion to approve deferment of water service shutoffs during the 30-day shutdown period for non-payment, with emergency shut-offs still going on, and the penalty fees for late payments will still be applied unless the Council decides otherwise. Councilperson Cameron Kinney seconded the motion. Motion Carried.

6. Cancellation of City Council Meeting (For Possible Action):

- A) Review, discussion and possible action to cancel the March 25, 2020 City Council meeting and all matters related thereto.**

Motion:

Councilperson Cameron Kinney moved to cancel the March 25, 2020, City Council regular meeting. Councilperson Margaret Johnston seconded the motion. Motion Carried.

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.

- Councilperson Margaret Johnston would to thank Public Works and all of our employees for all their hard work staying open and dealing with this crisis. I would also please urge the citizens of Carlin to do their due diligence, stay calm, help your seniors, help each other, and watch out for each other, and don't panic
- Mayor Dana Holbrook stated he too would like to thank the department heads and employees. There has been a lot of discussion and a lot of good idea on how to do their jobs safely. It is very appreciated
- Councilperson Pam Griswold stated the heart of Carlin itself and the county has been put through quite a bit over time and it always comes together and makes sure everything keeps going like it is supposed to.
- Councilperson Margaret Johnston stated the senior center is working great thanks to Pam Griswold and Ella Trujillo, and the other employees helping out. If any seniors would like to call to get food delivered for their meals call the senior center.
- Councilperson Pam Griswold stated if any senior needs help, they can call the senior center it is staffed, the doors are not open, but the staff is there to take questions and calls, and if they need help definitely call senior center, they are there to help.
- Councilperson Cameron Kinney stated he recognizes it is hard for the businesses to shut down or to even shut down a portion of their business, or even adapt so people can still use your services. I want thank the business owner for complying with the Governor's mandates.

8. Adjournment (For Possible Action):

Motion:

Councilperson Cameron Kinney moved to adjourn the emergency session of the Carlin City Council. Vice Mayor Lincoln Litchfield seconded the motion. Motion Carried.

Mayor Dana Holbrook adjourned the Emergency Meeting of the Carlin City Council at 10:48 a.m.

Approved:

Attest:

Mayor Dana Holbrook

LaDawn Lawson, Carlin City Clerk

DRAFT

6. APPROVAL of Expenditures (For Possible Action):

- A) Review, discussion, and possible approval of City expenditures for the period of 04/04/2020-04/17/2020, and all related matters. The expenditure list can be requested by emailing City Manager Madison Mahon, mmahon@cityofcarlin.com, or calling Carlin City Hall at (775) 754-6354.

Payment Approval Report - With Description
Report dates: 4/4/2020-4/17/2020

CITY OF CARLIN

Report Criteria:

Detail report.
Invoices with totals above \$0.00 included.
Paid and unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
10-22710								
3183	Internal Revenue Services	033020-04122	fica/ss	10-22710 FICA PAYABLE	04/16/2020	1,477.52	.00	
Total 10-22710:						1,477.52	.00	
10-22720								
3183	Internal Revenue Services	033020-04122	withholding	10-22720 FEDERAL WITHHOLDING PA	04/16/2020	4,382.88	.00	
Total 10-22720:						4,382.88	.00	
10-42-600								
1911	RICOH USA, INC	103509597	Court lease for copier	10-42-600 OFFICE EXPENSE	04/14/2020	54.79	.00	
Total 10-42-600:						54.79	.00	
10-43-600								
2281	NEVADA STATE BANK	007131	post office return	10-43-600 OFFICE EXPENSE	04/07/2020	5.50	.00	
2281	NEVADA STATE BANK	111-6152321-1	Amazon Microphone	10-43-600 OFFICE EXPENSE	04/08/2020	129.00	.00	
Total 10-43-600:						134.50	.00	
10-43-610								
2281	NEVADA STATE BANK	01-805698490	microphone	10-43-610 MATERIALS & SUPPLIES	03/23/2020	79.99	.00	
Total 10-43-610:						79.99	.00	
10-44-610								
2281	NEVADA STATE BANK	111261740375	amazon packing tape	10-44-610 MATERIALS & SUPPLIES	04/09/2020	15.87	.00	
2281	NEVADA STATE BANK	14648081	zoom account	10-44-610 MATERIALS & SUPPLIES	04/06/2020	104.99	.00	
2281	NEVADA STATE BANK	14648081-1	zoom account credit	10-44-610 MATERIALS & SUPPLIES	04/06/2020	101.49	.00	
2281	NEVADA STATE BANK	372248506	business cards Costco	10-44-610 MATERIALS & SUPPLIES	04/10/2020	23.55	.00	
Total 10-44-610:						42.92	.00	
10-45-430								
3445	Executech Utah, Inc.	78884	executech monthly charge	10-45-430 EQUIPMENT REPAIRS	04/09/2020	230.00	.00	

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Total 10-45-430:								
						230.00	.00	
10-45-535								
1731	FRONTIER COMMUNICATIONS	APRIL20	CITY Hall Fax	10-45-535 TELEPHONE	04/01/2020	144.43	.00	
1731	FRONTIER COMMUNICATIONS	APRIL20	CITY HALL	10-45-535 TELEPHONE	04/01/2020	261.65	.00	
Total 10-45-535:								
						406.08	.00	
10-45-610								
2281	NEVADA STATE BANK	112515811095	envelopes	10-45-610 MATERIALS & SUPPLIES	03/23/2020	18.25	.00	
2281	NEVADA STATE BANK	2877816	office supplies	10-45-610 MATERIALS & SUPPLIES	03/17/2020	192.89	.00	
2281	NEVADA STATE BANK	2877816-1	office supplies	10-45-610 MATERIALS & SUPPLIES	03/17/2020	76.37	.00	
Total 10-45-610:								
						287.51	.00	
10-54-435								
1937	INTERSTATE BATTERY SYSTEM	33153639	BATTERIES UNIT 224	10-54-435 OTHER AUTO EXPENSE	04/06/2020	112.95	.00	
Total 10-54-435:								
						112.95	.00	
10-54-515								
2989	WASHOE COUNTY SHERIFFS	1820001669	BLOOD DRAWS	10-54-515 BLOOD DRAWS	04/08/2020	1,100.00	.00	
Total 10-54-515:								
						1,100.00	.00	
10-54-530								
1333	CENTRAL DISPATCH ADMIN	040120	POLICE	10-54-530 COMMUNICATIONS	04/01/2020	17,568.33	.00	
Total 10-54-530:								
						17,568.33	.00	
10-54-535								
1731	FRONTIER COMMUNICATIONS	APRIL20	police department fax	10-54-535 TELEPHONE	04/01/2020	135.33	.00	
1731	FRONTIER COMMUNICATIONS	APRIL20	police department	10-54-535 TELEPHONE	04/01/2020	367.25	.00	
Total 10-54-535:								
						502.58	.00	
10-54-600								
2281	NEVADA STATE BANK	116975240	ablebits computer software	10-54-600 OFFICE SUPPLIES	03/18/2020	99.00	.00	
2281	NEVADA STATE BANK	461498536-00	label tape Staples	10-54-600 OFFICE SUPPLIES	03/17/2020	55.03	.00	
2281	NEVADA STATE BANK	461498536001	returned ink	10-54-600 OFFICE SUPPLIES	03/20/2020	28.26	.00	

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2281	NEVADA STATE BANK	462759501-00	boxes for folders	10-54-600 OFFICE SUPPLIES	03/23/2020	84.99	.00	
2281	NEVADA STATE BANK	7306572851	hand sanitizer	10-54-600 OFFICE SUPPLIES	03/31/2020	87.81	.00	
2281	NEVADA STATE BANK	7306573234	office supplies	10-54-600 OFFICE SUPPLIES	03/31/2020	180.70	.00	
2281	NEVADA STATE BANK	840-58900301-	postage	10-54-600 OFFICE SUPPLIES	03/30/2020	1.60	.00	
2281	NEVADA STATE BANK	840-58900301-	postage	10-54-600 OFFICE SUPPLIES	03/30/2020	3.90	.00	
2281	NEVADA STATE BANK	VPVT5QIX65X	tape for lable printer	10-54-600 OFFICE SUPPLIES	03/20/2020	26.79	.00	
2565	RUBY MOUNTAIN NATURAL SP	71940R	dispenser rental	10-54-600 OFFICE SUPPLIES	03/25/2020	13.00	.00	
2565	RUBY MOUNTAIN NATURAL SP	833002	WATER-PD	10-54-600 OFFICE SUPPLIES	03/25/2020	14.00	.00	
2565	RUBY MOUNTAIN NATURAL SP	835447	WATER-PD	10-54-600 OFFICE SUPPLIES	04/16/2020	14.00	.00	
Total 10-54-600:						552.56	.00	
10-54-610								
1273	CARLIN ACE HARDWARE	6319-20	evidence room supplies	10-54-610 MATERIALS & SUPPLIES	04/07/2020	92.56	.00	
1273	CARLIN ACE HARDWARE	6328-1	totles for evidence	10-54-610 MATERIALS & SUPPLIES	04/15/2020	120.00	.00	
2281	NEVADA STATE BANK	111012863366	amazon protective gear	10-54-610 MATERIALS & SUPPLIES	03/18/2020	6.78	.00	
2281	NEVADA STATE BANK	111015898313	amazon protective gear	10-54-610 MATERIALS & SUPPLIES	03/17/2020	64.50	.00	
2281	NEVADA STATE BANK	111319947236	amazon protective gear	10-54-610 MATERIALS & SUPPLIES	03/19/2020	2.87	.00	
2281	NEVADA STATE BANK	111471285517	amazon protective gear	10-54-610 MATERIALS & SUPPLIES	03/16/2020	129.24	.00	
2281	NEVADA STATE BANK	111780041503	amazon protective gear	10-54-610 MATERIALS & SUPPLIES	03/17/2020	38.99	.00	
2281	NEVADA STATE BANK	700004153	tyvek suits	10-54-610 MATERIALS & SUPPLIES	03/19/2020	165.65	.00	
2281	NEVADA STATE BANK	92284521	respirator safety cartridges	10-54-610 MATERIALS & SUPPLIES	03/17/2020	504.08	.00	
Total 10-54-610:						1,124.67	.00	
10-55-435								
1937	INTERSTATE BATTERY SYSTEM	33153639	BATTERIES UNIT 949	10-55-435 AUTO EXPENSE	04/06/2020	255.90	.00	
Total 10-55-435:						255.90	.00	
10-55-530								
1333	CENTRAL DISPATCH ADMIN	040120	EMS/FIRE	10-55-530 COMMUNICATIONS	04/01/2020	9,369.78	.00	
1773	GLOBALSTAR LLC	11071917	FD SATELLITE PHONE BILL	10-55-530 COMMUNICATIONS	03/16/2020	86.40	.00	
Total 10-55-530:						9,456.18	.00	
10-55-535								
1731	FRONTIER COMMUNICATIONS	APRIL20	fire department	10-55-535 TELEPHONE	04/01/2020	165.11	.00	
Total 10-55-535:						165.11	.00	

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10-55-610								
3147	Good Earth Products, INC	3015082	cleaning supplies	10-55-610 MATERIALS & SUPPLIES	03/19/2020	399.70	.00	
Total 10-55-610:						399.70	.00	
10-55-615								
1029	AIRGAS USA, INC.	9099591560	OXYGEN	10-55-615 AMBULANCE SUPPLIES	03/20/2020	88.92	.00	
1851	HENRY SCHEIN INC	75440356	AMBULANCE SUPPLIES	10-55-615 AMBULANCE SUPPLIES	03/18/2020	210.76	.00	
1851	HENRY SCHEIN INC	75442584	AMBULANCE SUPPLIES	10-55-615 AMBULANCE SUPPLIES	03/18/2020	53.01	.00	
1851	HENRY SCHEIN INC	75589623	AMBULANCE SUPPLIES	10-55-615 AMBULANCE SUPPLIES	03/24/2020	287.56	.00	
1851	HENRY SCHEIN INC	75601119	AMBULANCE SUPPLIES	10-55-615 AMBULANCE SUPPLIES	03/24/2020	94.78	.00	
1851	HENRY SCHEIN INC	75617456	AMBULANCE SUPPLIES	10-55-615 AMBULANCE SUPPLIES	03/24/2020	33.74	.00	
Total 10-55-615:						768.77	.00	
10-60-430								
3501	BRIDGESTONE HOSEPOWER, L	74064956-00	hoses	10-60-430 EQUIPMENT REPAIRS	03/20/2020	99.99	.00	
1660	FAIRMONT SUPPLY COMPANY	5289997-00	antifreeze	10-60-430 EQUIPMENT REPAIRS	03/27/2020	131.88	.00	
1660	FAIRMONT SUPPLY COMPANY	5290380-00	lamp & pigtail	10-60-430 EQUIPMENT REPAIRS	04/01/2020	84.84	.00	
2979	GRAINGER INDUSTRIAL SUPPL	9478545495	Shaft seal	10-60-430 EQUIPMENT REPAIRS	03/18/2020	25.32	.00	
2979	GRAINGER INDUSTRIAL SUPPL	9479098049	ignition switch	10-60-430 EQUIPMENT REPAIRS	03/18/2020	35.89	.00	
2979	GRAINGER INDUSTRIAL SUPPL	9481605799	needle nose pliers	10-60-430 EQUIPMENT REPAIRS	03/20/2020	35.43	.00	
2281	NEVADA STATE BANK	2009209900	Agrt Supply Brush Hog	10-60-430 EQUIPMENT REPAIRS	04/04/2020	282.85	.00	
2281	NEVADA STATE BANK	3946569	Kenworth supplies mud flaps	10-60-430 EQUIPMENT REPAIRS	03/25/2020	20.79	.00	
2281	NEVADA STATE BANK	EW112037	steiner tractor parts	10-60-430 EQUIPMENT REPAIRS	03/20/2020	163.92	.00	
2281	NEVADA STATE BANK	EW112332	steiner tractor-blade	10-60-430 EQUIPMENT REPAIRS	03/19/2020	295.43	.00	
2281	NEVADA STATE BANK	W03437855	Ecklers brake light switch	10-60-430 EQUIPMENT REPAIRS	03/18/2020	25.69	.00	
3015	WESTERN NEVADA SUPPLY CO	28230531	sprinklers	10-60-430 EQUIPMENT REPAIRS	04/03/2020	408.93	.00	
Total 10-60-430:						1,610.96	.00	
10-60-435								
1303	CARLIN TIRE CENTER	23703	FLAT REPAIR 007	10-60-435 AUTO EXPENSE	04/10/2020	35.00	.00	
1937	INTERSTATE BATTERY SYSTEM	33153639	BATTERIES UNIT 10	10-60-435 AUTO EXPENSE	04/06/2020	90.95	.00	
2281	NEVADA STATE BANK	7889006	amazon door locks	10-60-435 AUTO EXPENSE	04/09/2020	129.27	.00	
Total 10-60-435:						255.22	.00	
10-60-610								
2305	NORCO, INC	28938229	RENTAL	10-60-610 MATERIALS & SUPPLIES	03/31/2020	103.82	.00	

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Total 10-60-610:								
						103.82	.00	
10-64-430								
2281	NEVADA STATE BANK	45407000	flag pole and parts	10-64-430 EQUIPMENT REPAIRS	03/31/2020	1,600.38	.00	
Total 10-64-430:								
						1,600.38	.00	
10-65-430								
2281	NEVADA STATE BANK	3053656	parts warehouse Tractot	10-65-430 EQUIPMENT REPAIRS	04/06/2020	105.42	.00	
2281	NEVADA STATE BANK	7176	a-z tractor	10-65-430 EQUIPMENT REPAIRS	04/06/2020	38.50	.00	
Total 10-65-430:								
						143.92	.00	
10-65-610								
2825	TERRY'S PUMPIN & POTTIES IN	51882	March 2020 rental	10-65-610 MATERIALS & SUPPLIES	03/31/2020	87.50	.00	
Total 10-65-610:								
						87.50	.00	
10-66-535								
1731	FRONTIER COMMUNICATIONS	APRIL20	library	10-66-535 TELEPHONE	04/01/2020	241.71	.00	
Total 10-66-535:								
						241.71	.00	
10-79-200								
2519	PUBLIC EMPLOYEES BENEFITS	APR20	RETIREE BENEFITS	10-79-200 RETIREE BENEFITS	04/02/2020	1,577.49	.00	
Total 10-79-200:								
						1,577.49	.00	
10-79-320								
3602	GLENNON & SANDOVAL COMP	8014	accounting services budget	10-79-320 ACCOUNTING FEES	04/02/2020	1,531.25	.00	
Total 10-79-320:								
						1,531.25	.00	
10-79-340								
1317	CASELLE, INC.	101274	SUPPORT CHARGES	10-79-340 CONTRACT FEES	04/01/2020	930.00	.00	
1911	RICOH USA, INC	103464060	march rental & add images	10-79-340 CONTRACT FEES	03/24/2020	375.92	.00	
Total 10-79-340:								
						1,305.92	.00	

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50-71-430								
3015	WESTERN NEVADA SUPPLY CO	28252594-1	Bulk Water parts	50-71-430 EQUIPMENT REPAIRS	03/31/2020	47.86	.00	
3015	WESTERN NEVADA SUPPLY CO	28260995	Bulk Water repair	50-71-430 EQUIPMENT REPAIRS	04/03/2020	13.32	.00	
Total 50-71-430:							61.18	.00
50-71-535								
1731	FRONTIER COMMUNICATIONS	APRIL20	public works	50-71-535 TELEPHONE	04/01/2020	372.73	.00	
1731	FRONTIER COMMUNICATIONS	APRIL20	public works shop	50-71-535 TELEPHONE	04/01/2020	.28	.00	
1731	FRONTIER COMMUNICATIONS	APRIL20	bulk water	50-71-535 TELEPHONE	04/01/2020	115.98	.00	
Total 50-71-535:							488.43	.00
50-71-610								
2207	MODERN CONCRETE	58809	concrete	50-71-610 MATERIALS & SUPPLIES	03/18/2020	698.82	.00	
3015	WESTERN NEVADA SUPPLY CO	28251995	truck stock	50-71-610 MATERIALS & SUPPLIES	04/02/2020	708.79	.00	
3015	WESTERN NEVADA SUPPLY CO	28253773	truck stock	50-71-610 MATERIALS & SUPPLIES	03/31/2020	105.70	.00	
3015	WESTERN NEVADA SUPPLY CO	28256309	stock parts	50-71-610 MATERIALS & SUPPLIES	03/31/2020	71.53	.00	
3015	WESTERN NEVADA SUPPLY CO	28257720	truck stock	50-71-610 MATERIALS & SUPPLIES	04/02/2020	1,481.52	.00	
Total 50-71-610:							3,066.36	.00
50-71-660								
2735	SPB UTILITY SERVICES, INC.	20-156	Mar2020 testing	50-71-660 TESTING - WATER	04/01/2020	710.87	.00	
Total 50-71-660:							710.87	.00
50-73-535								
3155	AT&T Mobility	20MAR	pw cellphone	50-73-535 TELEPHONE	03/24/2020	199.98	.00	
Total 50-73-535:							199.98	.00
50-73-585								
2971	VOGUE LAUNDRY & CLEANERS	3002508	pw uniforms	50-73-585 UNIFORMS	04/02/2020	75.24	.00	
2971	VOGUE LAUNDRY & CLEANERS	3003620	pw uniforms	50-73-585 UNIFORMS	04/09/2020	76.32	.00	
Total 50-73-585:							151.56	.00
50-73-600								
2281	NEVADA STATE BANK	3371439	amazon sheet protectors	50-73-600 OFFICE EXPENSE	03/30/2020	30.48	.00	
2281	NEVADA STATE BANK	7901867	amazon batteries	50-73-600 OFFICE EXPENSE	04/01/2020	21.98	.00	

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
60-40-654								
2765	STATE OF NEVADA	MAR20	STATE GENERAL FUND Admin F	60-40-654 ADMIN FEE STATE GENER	04/14/2020	210.00	.00	
Total 60-40-654:								
						210.00	.00	
60-40-655								
2765	STATE OF NEVADA	MAR20	STATE COURT PROGRAM FEES	60-40-655 ADMIN FEE STATE COURT	04/14/2020	294.00	.00	
Total 60-40-655:								
						294.00	.00	
73-81-440								
2281	NEVADA STATE BANK	018242	postage	73-81-440 FACILITY	03/18/2020	13.20	.00	
Total 73-81-440:								
						13.20	.00	
73-81-535								
1731	FRONTIER COMMUNICATIONS	APRIL20	senior center	73-81-535 TELEPHONE	04/01/2020	214.44	.00	
Total 73-81-535:								
						214.44	.00	
73-81-610								
1755	GEM STATE PAPER & SUPPLY	2009728	gloves, delimer	73-81-610 MATERIALS & SUPPLIES	04/10/2020	143.34	.00	
Total 73-81-610:								
						143.34	.00	
73-81-630								
2281	NEVADA STATE BANK	8397869	amazon hand washing sink	73-81-630 EQUIPMENT REPAIR/PURC	04/06/2020	151.86	.00	
Total 73-81-630:								
						151.86	.00	
73-81-650								
1663	FARMER BROTHERS CO	69991061	COFFEE creamer	73-81-650 RAW FOOD	04/09/2020	176.73	.00	
3612	KHOURY'S FRESH MARKET CA	01-397493	raw food	73-81-650 RAW FOOD	04/06/2020	22.01	.00	
3612	KHOURY'S FRESH MARKET CA	02-363347	raw food	73-81-650 RAW FOOD	03/31/2020	5.37	.00	
3612	KHOURY'S FRESH MARKET CA	02363456	supplies	73-81-650 RAW FOOD	03/31/2020	3.58	.00	
2281	NEVADA STATE BANK	001835	walmart raw food	73-81-650 RAW FOOD	04/01/2020	170.62	.00	
2281	NEVADA STATE BANK	019404	smiths raw food	73-81-650 RAW FOOD	03/19/2020	126.27	.00	
2281	NEVADA STATE BANK	019802	walmart raw food	73-81-650 RAW FOOD	03/19/2020	114.80	.00	
2281	NEVADA STATE BANK	024688	papa murphys pizza	73-81-650 RAW FOOD	03/24/2020	104.00	.00	
2281	NEVADA STATE BANK	026083	walmart raw food	73-81-650 RAW FOOD	03/26/2020	198.38	.00	
3522	TRUJILLO, ELLA	008010	smiths	73-81-650 RAW FOOD	03/31/2020	19.90	.00	

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Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

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.

8. Adjournment (For Possible Action)