

January 13, 2020

The regular meeting of the Yerington City Council was held in the Council Chambers at 10:00 a.m. with the following present:

Mayor John Garry
Council Members Jerry Bryant, Selena Catalano, Shane Martin and Terceira Schunke
City Manager Robert Switzer
City Attorney Chuck Zumpft
Chief of Police Darren Wagner (arrived at 10:05 a.m.)
Public Works Director Jay Flakus
Administrative Director/Interim City Clerk Sheema D. Shaw

Guests: Chief Scott Draper of the Mason Valley Fire District, Amy Alonzo of the Mason Valley News, Amy Miller YCC & NNDA, Andy Peake of YCC, Chris Garry, Rick Christian of Denson Surveying and Dave & Deb DeGrendele.

Public Participation

Mayor Garry called for public participation; there were no comments at this time.

Agenda Approval

Councilwoman Catalano made a motion to approve the agenda as presented, seconded by Councilwoman Schunke. Mayor Garry asked for public comments, there were no comments and the motion carried unanimously.

Minutes

Councilwoman Schunke made a motion to approve the minutes of December 16, 2019, seconded by Councilman Martin. Mayor Garry asked for public comments, there were no comments and carried unanimously.

Business Licenses

The following business license applications were presented for review and approval:

A. Polly Z. Munoz-Halgrimson dba One Stop Shop, Cosmetology, 46 N. Main Street, Yerington NV 89447 – Name Change

Councilman Bryant made a motion to approve the business license applications as presented, seconded by Councilwoman Schunke. Mayor Garry asked for public comment, there were no public comments and the motion passed unanimously.

Read by Title Ordinance #19-01, Bill #419, Amending the Yerington City Code, Title 8, Water and Sewer; Chapter 2 Water Service Regulations: Adding Deposit For Service; Amending Discontinuation And Restoration of Service; And Other Matters Properly Relating Thereto

City Manager Switzer stated that we have been working on this ordinance for several months. This ordinance addresses utility customers that have an account and not paid the balance owing when they leave. This ordinance will set up a deposit for all new customers.

City Manager Switzer stated that for utility customers that have a balance owing and the city needs to shut off the water, that customer would be required to pay the amount owing and a deposit on the account before water could be turned back on.

City Manager Switzer stated that the second half of the ordinance deals with how the city will notify a customer of an overdue billing. The city will mail a 10-day notice to the utility customer at the address on file via U.S. Postal Service. Once the 10-day period has elapsed, we will send out our public works crew to hang a 3-day notice informing the customer that if the billing is not paid the water will be shut off at the meter.

City Manager Switzer stated that the hope is to get a good response and decrease the need for staff to go to a residence to hang a notice. We could save \$4,700.00 a year.

Councilwoman Catalano asked if the letters would be sent out certified. City Manager Switzer stated that they would not.

City Attorney Zumpft stated that under the NRS it is a presumption of law that if an item is properly mailed, it is received. City Attorney Zumpft also stated that if the item is sent certified the customer is required to sign for it and it can be several days before they go pick it up.

Councilman Bryant made a motion to approve Ordinance #19-01, Bill #419, amending the Yerington City Code, Title 8, Water and Sewer; Chapter 2 Water Service Regulations: Adding Deposit For Service; Amending Discontinuation And Restoration of Service; And Other Matters Properly Relating Thereto, seconded by Councilman Martin. Mayor Garry asked for public comments;

Mr. Chris Garry stated that it is a legal obligation to pay your bill and he will insure his billing is always paid.

Mayor Garry asked for further comments, there were no comments and the motion carried unanimously.

Revision #26 of the Yerington Fee Schedule for the Addition of \$100.00 New Residential Customers and \$250.00 New Commercial Customer Deposit Fees

City Manager Switzer stated that this establishes the fees for the Ordinance that was just approved. Putting these fees into the fee schedule allows the council to revisit this at any time.

Mayor Garry asked if the deposit for commercial customers would be returnable also. City Manager Switzer stated that it would be.

Councilwoman Catalano made a motion to approve revision #26 of the Yerington Fee Schedule for the addition of \$100.00 new residential customers and \$250.00 new commercial customer deposit fees, seconded by Councilwoman Schunke. Mayor Garry asked for public comments, there were no comments and the motion passed unanimously.

Change of Land Use (Zone Change) Application as recommended by the Planning Commission. High Sierra Investments, LLC has Submitted a Change of Land Use Application to Change APN 001-094-12 at 234 N. Center St. From C1 to RC Zoning

City Manager Switzer stated that this item did go before the Planning Commission and they are recommending approval. This item will allow the owner to change the zoning of that property from C1 to Residential Transition zoning.

Councilman Bryant asked for clarification of the transitional zoning. City Manager Switzer stated that it is under the city code 10-4D-1 and allows transition between pure commercial and the residential area, which may be at the back of a commercial district. In this example, the property on Center Street was being used as a commercial business and is now being developed into a residential multi family or single family unit. The zoning was established to have it as a transition.

Councilman Bryant made a motion to approve the change of land use (zone change) application as recommended by the Planning Commission. High Sierra Investments, LLC has submitted a Change of Land Use application to change APN 001-094-12 at 234 N. Center St. from C1 to RC zoning, seconded by Councilwoman Schunke. Mayor Garry asked for public comments, there were no comments and the motion carried unanimously.

Master Plan Amendment as Recommended by the Planning Commission. High Sierra Investments, LLC has Submitted a Master Plan Amendment Application Intended to Change APN 001-094-12 at 234 N Center St. From Commercial Density to Transitional Density

City Manager Switzer stated that this follows the previous agenda item and modifies our Master Plan to show a change of zoning and show the transitional zoning.

Councilman Bryant made a motion to approve the Master Plan Amendment as recommended by the Planning Commission. High Sierra Investments, LLC has submitted a Master Plan Amendment application intended to change APN 001-094-12 at 234 N Center St. From Commercial Density to Transitional Density, seconded by Councilwoman Catalano. Mayor Garry asked for public comments, there were no comments and the motion carried unanimously.

Reversion to Acreage as recommended by the Planning Commission. Georgia Busch has Submitted a Reversion to Acreage Application to Combine APN 001-571-06 and APN 001-571-05 into One Parcel

City Manager Switzer stated that this item has been reviewed by the Planning Commission and they have recommended approval.

Mr. Rick Christian of Denson Surveying stated that it is the intent of the owner to put a residential structure on the property.

Councilwoman Catalano made a motion to approve a reversion to acreage as recommended by the Planning Commission. Georgia Busch has submitted a reversion to acreage application to combine APN 001-571-06 and APN 001-571-05 into one parcel, seconded by Councilman Bryant. Mayor Garry asked for public comments, there were no comments and the motion passed unanimously.

Lease Hangar 414, at the Yerington Municipal Airport, Owned by the City of Yerington, on an Annual Basis for \$.75 cents per Square Foot for a total of 3,218 Square Feet, (\$.25 cents per square foot for the land and \$.50 cents per square foot for the building)

City Manager Switzer stated that the Civil Air Patrol gave us two hangars at the airport. We have a party that is interested in leasing one of the hangars. With council approval, we would lease the land for 25 cents per square foot and the building for 50 cents a square foot.

Councilman Bryant asked if we proceed, do we inherit any kind of maintenance. City Manager Switzer stated that we own the hangar and therefore we are responsible for the maintenance of the hangar.

City Manager Switzer stated that if approved by council we would come back at a later date with a lease agreement. The lease would be for a proposed shorter term than our standard 10-year lease.

Councilwoman Schunke made a motion to approve lease Hangar 414, at the Yerington Municipal Airport, owned by the City of Yerington, on an annual basis for \$.75 cents per square foot for a total of 3,218 square feet, (\$.25 cents per square foot for the land and \$.50 cents per square foot for the building), seconded by Councilwoman Catalano. Mayor Garry asked for public comments;

Mr. Chris Garry stated that so long as we are within accordance of the law and the essential needs of the city.

Mayor Garry asked for further comments, there were no comments and the motion carried unanimously.

Utilize the Yerington Municipal Airport for Drag Races in May 2020

City Manager Switzer stated that we would like to propose drag races at the airport and set a date for July 4, 2020. There is a possibility that the fireworks would also move out to the airport. This could be a 2 to 3 day event.

Ms. Amy Miller of the Yerington Chamber of Commerce stated that the goal is to have people here longer, perhaps do a show & shine on Main Street.

City Manager Switzer stated that they have been meeting to discuss details such as safety, insurance where spectators will view the event and combine to have a full day event to include Main Street.

City Manager Switzer stated that he has contacted the FAA and it is a minimal process to close the airport. We needed to contact them as federal funds were used in the reconstruction of the runway. We also need to notify pilots that may be flying through the area.

Councilwoman Catalano stated that she was excited about this event.

Mayor Garry asked if an emergency were to be declared and someone need to land, would they be able to. Ms. Miller stated that the runway could be cleared in 10 minutes if needed.

Chief Scott Draper of the Mason Valley Fire District stated that fire service would be needed for the fireworks. The area by Mountain View Park has qualities that make it a useable and safe place to have the fireworks; however, he would be willing to meet with the pyro-technician to review the property and the plan for the Airport.

Councilman Bryant stated that the 4th of July will be a very busy weekend as there will be a Little League All Star Tournament too. Councilman Bryant asked if there would still be events at Mountain View Park. Ms. Miller stated that the Chamber would continue to have the games for children at the park and the vendors will be at the airport.

Councilwoman Catalano made a motion to approve Utilizing the Yerington Municipal Airport for drag races on July 4, 2020, seconded by Councilman Martin. Mayor Garry asked for public comments:

Mr. David Ray stated that he holds credentials as a driver and a mechanic in the National Hot Rod Association and believed this is a great idea.

Mr. Andrew Peake with the Yerington Chamber of Commerce stated that this is a very popular event.

Chief Wagner asked if there was any intention to camp and approximately how many people they could expect. Ms. Miller stated that they would utilize the Fairgrounds for dry

camping and they were expecting anywhere from 500 to 3000 people. It depends how much advertising we do.

Mr. Ray stated that if the Chamber were to bring this to the fair board they might open further facilities on the fairgrounds.

Mayor Garry asked for further comments, there were no further comments and the motion carried unanimously.

Appointments to the Mayor's Committees

City Manager Switzer stated we have realigned the committees to be generalized and complete.

Interim City Clerk Shaw stated that we still need two members of the public for each board and Ms. Miller of the Yerington Chamber of Commerce has agreed to be part of the Administration Committee.

Councilwoman Schunke made a motion to approve the appointments to the Mayor's Committees, seconded by Councilman Martin. Mayor Garry asked for public comments, there were no comments and the motion carried unanimously.

Letters of Interest to Serve as a Member of the Room Tax Board

City Manager Switzer stated that we have three candidates for the Room Tax Board. Steven Ward, Amy Miller and Candida LoBue.

Councilman Bryant asked who was remaining on the board. Interim City Clerk Shaw stated that Councilwoman Schunke and Mr. Ted Rudolph were the two remaining members and we need to fill three seats on the board.

Councilman Bryant noted that many of the board members also apply for grant funds and asked what position Mr. Rudolph held. Chief Wagner stated that Mr. Rudolph is an insurance adjuster.

Councilwoman Schunke stated that due to the resignations, the Room Tax Board was unable to hold their last meeting.

Councilwoman Schunke made a motion to accept the letters of interest to serve as a member of the Room Tax Board from Steven Ward, Amy Miller and Candida LoBue, seconded by Councilwoman Catalano. Mayor Garry asked for public comments, there were no comments and the motion carried unanimously.

City Attorney Zumpft called for a brief moment to speak with City Manager Switzer.

City Attorney Zumpft requested items 15 through 18 be removed from the agenda and brought back at another time.

Items 15 through 18 were removed from the agenda.

Proclamation Declaring January 2020 As “National Radon Action Month in Yerington, Nevada”

City Manager Switzer stated that we have been asked to provide a proclamation declaring January 2020 as National Radon Action Month in Yerington. This proclamation is for public awareness. To receive sampling kits or for more information people can contact the University of Nevada Cooperative Extension. Test kits have a cost of \$10.00.

Mr. Chris Garry stated that if it is appropriate and allowed by State and City Law, the council might consider making testing a requirement.

Councilwoman Schunke made a motion to approve a proclamation declaring January 2020 as “National Radon Action Month in Yerington, Nevada”, seconded by Councilman Shane Martin. Mayor Garry asked for public comments, there were none and the motion carried unanimously.

Financial Statement for the City of Yerington FY 2019-20 Budget Year

City Manager Switzer stated that he has printed out the financial statement for the period of July 1, 2019 through December 31, 2019. The report are unaudited numbers.

City Manager Switzer stated that he would like to present this statement once a month for review by the council.

City Manager Switzer reviewed the report with council and stated that we are in good standing at this time. The far right column should show us at 50% on each line. Some lines may be a little over and some a little under. We are six months (50%) through our current fiscal year.

City Manager Switzer stated that the numbers on this report change daily as we expend and take in funds.

Interim City Clerk Shaw stated that it would be best to add this to the second meeting of the month as bank reconciliations for the prior month are completed on the 15th of each month. City Manager Switzer agreed.

No action taken

Review Bills Previously Submitted for Payment

Bills, Salaries and Vouchers:

Accounts Payable Checks 11-25-2019 31757 through 31786

	12-3-2019	31791 through 31809
	12-10-2019	31810 through 31835
	12-17-2019	31843 through 31859
	12-23-2019	31860 through 31863
Payroll Vouchers	12-5-2019	12051901 through 12051919
	12-16-2019	12191901 through 12191921
Payroll Checks	12-5-2019	31787 through 31789
VOID	12-5-2019	31789 (Direct Deposit printed on check)
	12-16-2019	31836 through 31840
Transmittal Vouchers	12-5-2019	12011901 & 12161901
Transmittal Checks	12-5-2019	31790, 31841, 31842

Councilwoman Schunke made a motion to approve the bills as submitted, seconded by Councilman Martin. Mayor Garry asked for public comments, there were no comments and the motion carried unanimously.

Public Participation

There were no comments.

Department Reports

City Attorney Zumpft reported that with regard to the water/sewer project the title work has been completed and provided to his firm so that they could certify the rights of ways and easements.

City Attorney Zumpft reported that there were between 8 and 10 properties that they could not identify rights of way and easements. City Attorney Zumpft will report those to City Manager Switzer and we can begin the process of negotiating the process to secure them for any condemnation action.

Chief Wagner reported that things are going well. Once a new officer is hired he will shift someone over to the SRO program. Chief Wagner stated that he will still have two open positions to fill.

Public Works Director Flakus reported that he has been working on a backflow prevention program that will be very controversial.

City Manager Switzer reported that the backflow prevention program will be controversial and some businesses will need to spend thousands of dollars to come into compliance.

City Manager Switzer reported that he felt the Strategic Planning meeting was a success and we should meet every few months and take a small chunk at a time.

City Manager Switzer reported that budget planning for FY20/21 has begun and department heads have been given their financial worksheets to begin the process.

Interim City Clerk Shaw reported that Financial Disclosure statements are due by January 15th.

Councilwoman Catalano stated that she enjoyed the strategic planning meeting

Councilman Bryant reported that this Friday the Yerington High School has a full schedule of games and the varsity girls are contending for state champions.

Mayor Garry stated that he also enjoyed the strategic planning meeting. He would like to know what direction the community wants to take.

There being no further business the meeting was adjourned.

Mayor of the City of Yerington

ATTEST:

Administrative Director/Interim City Clerk