

Yerington City Council Meeting
October 26, 2020 at 10:00am – City Hall

The regular meeting of the Yerington City Council was held in the Council Chambers and via Zoom.com due to COVID-19 and social distancing guidelines enacted by Governor Sisolak at 10:00 a.m. with the following present:

Mayor John J. Garry (Council Chambers)
Council Members Jerry Bryant (Council Chambers), Selena Catalano (Via Telephone), Shane Martin (Via Telephone) and Terceira Schunke (Via Telephone)
City Manager Robert Switzer (Via Zoom)
City Attorney Chuck Zumpft (Via Zoom)
Public Works Director Jay Flakus (Council Chambers)
City Clerk Sheema D. Shaw (Council Chambers)
Deputy Clerk/Grants Administrator Angela Moore (Council Chambers)

Absent: Chief of Police Darren Wagner

Guests: Mr. David Ray, Ms. Amy Miller with the Northern Nevada Development Authority (NNDA), District Attorney Mr. Steve Rye, and Mr. Nick Beaton with the Boys & Girls Club of Mason Valley.

The meeting was called to order and roll call was reported by Mayor Garry. The Pledge of Allegiance was led by Councilman Bryant.

Mayor Garry opened the meeting stating that the Council Chambers are now open for public gatherings and meetings.

Mayor Garry stated that City Manager Switzer will be acting as the host and will accept the public into the meeting. If the public has any questions or comments, please call the front desk at (775) 463-3511 or email the City Clerk Shaw at sheema@yerington.net.

Mayor Garry stated that he will call each member of the Council, in order for him or her to vote on each agenda item. Public comments will be taken after each agenda item.

Public Participation

District Attorney Mr. Steve Rye provided a presentation via Zoom. The month of October is Domestic Violence Awareness Month. In the District Attorney's (DA's) office, domestic violence occurs three times more and is the most common case. Within the DA's office this year, 311 calls have been submitted to the office. This month, President Trump and Governor Sisolak signed a proclamation to end domestic violence. Ten million American's suffer abuse with 28,000 cases of domestic violence reported and over 10,000 cases have occurred with children present. Year after year, there has been a

twenty percent increase in domestic violence cases. The DA's office would like to recognize victims and survivors of domestic violence and offer support. The Yerington Police Department, Lyon County Sheriff's Office, and Tribal Law Enforcement have all helped to end domestic violence.

Within the City of Yerington, Community Chest is a community outreach program that has victim advocate assistance and services to help victims including counseling. This year, Community Chest has seen a fifty percent increase in domestic violence cases. Lyon County Human Services also provides services to domestic violence victims. The Attorney General's Office has funded two grant positions in Lyon County pertaining to prosecution services. The DA's office asks City Council, the Mayor and the residents of the City of Yerington to help end domestic violence. We really appreciate law enforcements efforts and would like to thank them as well. Domestic violence remains a significant issue within our community.

Mayor Garry asked Mr. Rye if there have been any studies that helps reduce domestic violence at the parent level or helps reduce or stop a continuing pattern for children. Mr. Rye stated yes, there have been studies performed and reports can be given regarding this issue.

Councilman Bryant asked Mr. Rye if Community Chest is offered or available for residents within Yerington. Councilman Bryant asked if the Community Chest contact information can be shared with the City of Yerington and we could provide the information on the City's website and on Facebook. Mr. Rye stated yes, that information could be given to City Manager Switzer today. Mr. Rye agrees with Mayor Garry and stated if we can stop this at the parent level, it will have a lasting impact on children in the future.

Mayor Garry thanked Mr. Rye for his presentation this morning. Mayor Garry asked for comments with a wait time of two minutes and no other comments were made at this time.

Councilman Bryant presented an American, wooden flag made by Mr. William Clink, a Yerington resident and given to Mayor Garry. Mayor Garry stated this flag will be in the Mayor/City Council office at the new City Hall building and will be donated to the City of Yerington.

Agenda Approval

Mayor Garry stated the agenda would be approved as presented unless there were any objections or corrections. No objections or corrections per City Manager Switzer were made at this time and the agenda was approved as presented.

Minutes

Mayor Garry stated the minutes of October 12, 2020 regular meeting would be approved as presented unless there were any objections or corrections. No objections or

corrections were made and the minutes of October 12, 2020 regular meeting were approved as presented.

New, Renewal and Name Change Business License Applications

- A. Erica Hernandez, Clothing Sales, 203 South Oregon Street Yerington, NV 89447, Mobile - New
- B. Gregory R. Anderson dba Mobile Notary Services, Notary Services, 785 Joel Way Fallon, NV 89406, Mobile - New
- C. David & Sandra Dieneman dba Mason Valley Tire, Tire Shop, 400 North Main Street Yerington, NV 89447 - New
- D. Doug Guerrant & Matt Herrick dba Broadbent & Associates, Inc., Environmental Engineering, 5450 Louie Lane #101 Reno, NV 89511, Mobile - Renewing Single Project
- E. Janice Erickson dba Bella LeCrow, Retail Sales, 1 South Main Street Yerington, NV 89447 - New
- F. Cathe Faretto dba Through A Child's Eyes, Non-Profit Organization, 42 North Main Street Yerington, NV 89447 - New
- G. Kevin P. Sharp dba Marraccini Plumbing, Heating & Cooling, Inc., HVAC & Plumbing Sales & Service, 617 South Main Street Yerington, NV 89447 - New Owners

Mayor Garry stated the business licenses would be approved unless there were any objections. No objections were made and the business licenses were approved as presented.

Invest up to One-Million (\$1,000,000.00) Dollars in the Local Government Investment Pool Fund (LGIP).

City Manager Switzer stated this agenda item is to take available cash and make more in interest within a regular checking account, interest rates are low right now due to the pandemic. Available cash on hand for the City of Yerington will be addressed within the FS-10 (Financial Statement). A recommendation to invest an additional one million dollars to be used as a reserve to pay the City's bills for the next three months. City Manager Switzer suggests a recommendation and approval to invest one million dollars within the Local Government Pool Fund (LGIP).

Councilman Bryant asked City Manager Switzer if more information will be available within agenda item number ten, information on the FS-10. Councilman Bryant asked if a dollar amount has been suggested or how much would be invested. City Manager Switzer stated he would suggest to invest up to one million dollars into the LGIP. Councilman Bryant asked to retouch this agenda item after the review of the FS-10. Councilman Bryant would like to get the full scope first before approval is given from City Council. City Manager Switzer stated that decision would be up to the Mayor. Mayor Garry

suggested to incorporate agenda item number six to become part of agenda item number ten. City Manager Switzer stated agenda item number ten is only a discussion or review of the financial status. A delay of agenda item number six could take place and consideration to be placed under agenda item number ten but the motion still needs to be a separate item. Mayor Garry will overlook agenda item number six, review agenda item number ten and approval of agenda item number six will be given after the discussion of the Financial Statement (FS-10).

Lease Three (3) Copiers from High Sierra Business Systems for a period of sixty (60) months at a Monthly Cost of \$370.76.

City Manager Switzer stated the City is coming up on the current lease with Kyocera pertaining to the copiers. The lease is over at the end of December for both the City Hall and the Police Department. The City Hall administration building is hoping to be occupied by January of 2021. The total amount of \$370.76 for three (3) Canon copiers and the City will save on each page printed. The current monthly lease is the same amount of \$370.76, but we also get charged per copy printed with a separate charge along with the monthly lease payments. City Manager Switzer would recommend approval to enter into a lease for three (3) copiers that will begin on January 1st of next year. The copiers will be installed in the new City Hall building and not in the old, current City Hall building.

Councilman Bryant made a motion to approve a lease of three copiers from High Sierra Business Systems for a period of sixty months at a monthly cost of \$370.76 as presented, seconded by Councilman Martin. Mayor Garry asked for comments, no comments were made at this time and the motion carried unanimously.

Adopt the Nevada CDBG-CV, Attachment G - Duplication of Benefits Policies and Procedures for the Mason Valley Boys & Girls Club Grant.

Deputy Clerk/Grants Administrator Moore provided a presentation about this agenda item. For the CDBG-CV grant for the Boys and Girls Club, the City needs to adopt a policy and procedure for the duplication of benefits regarding CARES Act funding. Attached within the City Council packet is Attachment G regarding duplication of benefits. City Council will need to adopt this attachment in order to receive the funding from Community Development Block Grant (CDBG). A breakdown of the costs for the project and total project amount were provided with a more detailed breakdown. Once the policy and procedure has been adopted by the City, a Notice to Proceed will then be issued to the City of Yerington and we can move forward with the CDBG-CV grant.

Councilman Bryant made a motion to approve the Nevada CDBG-CV Attachment G, Duplication of Benefits Policies and Procedures for the Mason Valley Boys and Girls Club Grant, seconded by Councilman Martin. Mayor Garry asked for comments, no comments were made at this time and the motion carried unanimously.

Cancel the City Council Meetings for November 23, 2020 and December 28, 2020.

City Manager Switzer stated this action have been performed previous years and is the staff's recommendation, due to the holidays. This motion does not rule out special meetings, which will be properly agenezed before the first of the year if needed.

Mayor Garry stated the City Council meetings for November 23, 2020 and December 28, 2020 will be cancelled unless there are any objections. No objections were made at this time and the City Council meetings for November 23, 2020 and December 28, 2020 were cancelled as presented.

Discussion on the Financial Statement (FS-10) for Fiscal Year 2020-2021.

City Manager Switzer stated the FS-10 report for the period of July 1st through October 20, 2020. Available cash in the regular checking account is currently in the amount of \$3,912,236.52. In the LGIP account with five million dollars invested, the amount accrued since July of 2020 is \$81,820.96 and is the interest earned on this fund. In a three-month period, the City needs about \$1.5 to \$1.8 million in order to pay our bills, absent any other revenues coming in during the normal course of operations. Average out the expenses and provide that amount for a reserve towards bill pay. The formula shows the checking account having about \$3.9 million, the City would then transfer one million dollars from the checking account into the LGIP account. The LGIP earns more in interest, way more than what we currently earn with the checking account. The market rate for interest is determined by the State of Nevada.

City Manager Switzer stated within the General Fund with a fund balance that is at a net positive amount of \$193,525.36. Adding in the carry over amount for the fund balance ending September 30, 2020 in the amount of \$842,530.69.

City Manager Switzer stated the Intergovernmental State Share shows the consolidated tax with a code of 01143126. The consolidated tax is funding received from the State of Nevada for shared revenues to the City of Yerington. Since the pandemic took effect, this revenue would be significantly affected. Those revenues are not taking a hit as projected and will not be quite as severe. The amount received from the State of Nevada was \$125,479.34 for consolidated tax revenue. The three months of revenues coming in was at 24.6% out of a 25% budget. This figure needs to be focused on as we continue to move forward into this fiscal year and also into the next as well.

City Manager Switzer stated the expenditure side of General Fund pertaining to the Airport, the percentage is based on 35.8% above the 25% for expenditures. This relates to the Aviation fuel purchase in the amount of 9,000 gallons during the first quarter. As we continue through the budget year, 35.8% would fall down with more time spent within the fiscal year. The fuel purchase was made because the fuel prices were very low. The City is still good with every purchase of aviation fuel, we are still currently in a net positive for aviation dispensing.

City Manager Switzer stated within the Water Fund, the figure for revenue over expenditures is in a positive net amount of \$90,968.15. The City currently has low revenues over expenditures and is positive, which is monitored month after month.

City Manager Switzer stated within the Sewer Fund, the revenue over expenditures year to date through September 30, 2020 is in the amount of \$104,796.63. This amount is currently at a positive net balance. When the City budgeted in the spring for the Sewer Fund, a forecasted positive ending fund balance was in place for revenues over expenditures.

City Manager Switzer stated a new revenue accounting item has been added for the Special Revenue Fund, 08-10-00-3186, which is the Coronavirus Relief Fund grant funds the City has received in the amount of \$591,873.00. This item has not been in on any earlier financial statements because we hadn't received the funds yet. Expenditures have been spent from the Coronavirus Relief Fund grant and by the end of September, \$63,946.19 has been expended. These funds were sent to the City as a COVID-19 relief package based on the population. The City of Yerington was allocated a certain amount per capita.

Councilman Bryant asked if the Coronavirus Relief Funds needs to be spent by the end of calendar year. Will more expenses and activity take place within November and December. City Manager Switzer stated yes, expenses have been reviewed with City Council and approved also from the State of Nevada. The City has allocated \$100,000.00 of the \$591,873.00 for the Public Relief Assistance for residents currently having difficulties or unable to make their payments. We will be accessing the amount and the current expenditures and future expenditures at the new City Hall building. In the meeting for December, the City will approach City Council to request help with any expenses remaining regarding the Coronavirus Relief Fund.

Councilman Bryant asked City Manager Switzer regarding the LGIP, is there a time limit or penalty for withdrawing money. City Manager Switzer stated there are no penalties or fees at all. The City can put money into our account and no penalties will be given even if it is within the same day. For example, if the City choses to invest one million dollars, next month we chose to withdraw it and put within the City's checking account, no fees will be charged. The interest is made daily and changes every month and does not need a minimum amount of time. The most amount of time it will take for transfers will be a maximum of twenty-four hours.

Mayor Garry stated City Manager Switzer started the LGIP account for the City, how much interest have we accrued year to date? City Manager Switzer stated with five million dollars invested up until the end of September, \$81,820.96 has been received for interest.

Councilwoman Catalano made a motion to approve investing up to one million dollars in the LGIP account, seconded by Councilwoman Schunke. Mayor Garry asked for comments, no comments were made at this time and the motion carried unanimously.

Review Bills Previously Submitted for Payment

Bills, Salaries and Vouchers:

Accounts Payable Checks	10/07/2020	32826 through 32862
	10/13/2020	32864 through 32880
Payroll Vouchers	10/19/2020	10222001 through 10222024
Payroll Checks	10/07/2020	32863
	10/19/2020	32881 through 32882
Transmittal Vouchers	10/19/2020	10192001
Transmittal Checks	10/19/2020	32883 through 32884

Mayor Garry stated the bills previously submitted for payment would be approved as presented unless there are any objections. No objections were made at this time and the bills previously submitted for payment were approved unanimously.

Public Participation

Mayor Garry asked for any comments with a wait time of two minutes and no comments were made at this time.

Department Reports

City Manager Switzer stated the City budgeted \$25,000.00 to upgrade the downtown street lights on Main Street to LED lights. As of today, the City and Yerington Electric are already getting those lights replaced and should be finished in a few days. The City is moving meetings away from zoom to actual, physical meetings at the gymnasium located at the new City Hall and will be held there for the next several years. Remodeling Building C for the City Council/Municipal Court, the City is looking at what needs to be done and this will be more of a phase two or three project. The City is potentially thinking about building a separate building for the City Council/Municipal Court possibly in the future. Building C might be used in the future for the Police Department. The City is seeking solutions for in person meetings in the gym with social distancing and also conducting audio, visual equipment as well. The staff was given a goal of the first meeting in December to be in person located in the gym, if all the components are together by then.

Councilman Bryant stated he seen the progress of upgrading the Main Street lights and asked about how long the businesses with areas coned off be restricted away from those areas? Public Works Director Flakus stated the coned areas will be looked into and most of the cones were just a precautionary measure.

Public Works Director Flakus stated the town clock is on the same circuit as the lights and that the clock time was off as mentioned by a resident. If people mention the clock, the system needed to be powered down in order to fix the lights and should be back up in no time.

Councilwoman Catalano stated she would like to thank everyone and encourages for people to continue being safe.

Mayor Garry stated he performed his early voting on October 17th. He mentioned that it is highly important election and urged peopled to go down and vote or do so by mail. Mayor Garry stated for everyone to have a good day.

There being no further business the meeting was adjourned.

Mayor of the City of Yerington

ATTEST:

City Clerk of the City of Yerington