

TONOPAH TOWN BOARD
MEETING MINUTES
SEPTEMBER 26, 2018
Tonopah Convention Center
301 Brougner Avenue, Tonopah, NV 89049

Tonopah Town Board Clerk Jerry Elliston called the meeting to order on September 26, 2018 at 6:00 p.m. Also present were Board Members Roni Link and Mike Sain. Chairman Duane Downing and Vice-Chairman Don Kaminski were absent. Seventeen others were in attendance. Clerk Jerry Elliston led in the Pledge of Allegiance.

Items were taken out of order.

The Town Board recessed to the Library Board of Trustees at 6:51 p.m. and reconvened as the Town Board at 7:01 p.m.

1. Public Comment

None.

2. Announcements

Roni Link stated that she attended a meeting with two doctors, two RN's, and an investor. She noted that she is happy to announce that there is a new group of skilled medical professionals coming to Tonopah with a full-service urgent care opening December 1, 2018. She added that they will allow walk-in urgent care Monday through Saturday 9 a.m. to 9 p.m. She stressed that they plan on expanding once they are established and that they will be accepting all major insurances. Ms. Link noted that she was concerned about whether they will be licensed to accept ambulances. The group will look into that.

1. Public Comment

Clerk Jerry Elliston asked for a moment of silence for Chairman Duane Downing.

Utility Manager Joe Westerlund stated that he talked to people who have met with Mr. Downing who say that he is doing a lot better and will hopefully be coming home at the end of October.

2. Announcements

Board Member Roni Link noted that she likes to keep the Town Board informed on what the Hospital District is doing. She explained that the District is in contact with Russell Pillers who has a PhD in Biomedical Engineering who brought some wonderful ideas before the Board.

5. Discussion, deliberation and possible action to approve the use of Joe Friel Sports Complex, to include the area next to Stargazing Park, for Tonopah High School Homecoming Activities.

Audrey Sauvageau stated that she is the Student Council Advisor. Delaney Friel noted that she is the treasurer. She said that Student Council would like to ask permission to use Joe Friel Sports Complex for kickball during homecoming week. She pointed out that this activity could include more participants. Ms. Friel added that Student Council would also like to use the area for the Stargazing Park for the homecoming bonfire. Ms. Sauvageau pointed out that her oldest daughter plays kickball and it is a lot of fun. She explained that powderpuff football was too violent and is not allowed anymore.

Clerk Jerry Elliston asked if these events are sponsored by Tonopah High School which Ms. Sauvageau confirmed. He asked what dates the property will be needed. Ms. Friel replied that the kickball game will be held October 2nd and the bonfire will be held October 4th.

Administrative Manager Chris Mulkerns clarified that the Tonopah Volunteer Fire Department approves of the location and will be present for the event. She pointed out that the bonfire will be called off if it is too windy. Ms. Mulkerns noted that the Town would appreciate if the facility will be cleaned up after all events. Ms. Friel clarified that the Forestry service agreed to help with cleanup. Utility Manager Joe Westerlund added that there are restrictions on the size of the fire, etc.

Clerk Elliston asked if proof of liability insurance is required for this event. Deputy Town Clerk Kat Galli replied that she has been in contact with the school district and is sure that the certificate will be provided on time. She added that she will send the agreement to the school district to sign.

Roni Link motioned to approve the use of Joe Friel Sports Complex to include the area next to the Stargazing Park for Tonopah High School Homecoming Activities contingent upon the procurement of the insurance certificate. Mike Sain seconded. No further discussion. Motion carried 3-0.

7. Presentation of the Nevada Main Street Program.

Patricia Herzog, Rural Director of Economic and Community Development for the Nevada Governor's Office of Economic Development (GOED) introduced herself. She stated that she comes from a rural background, was a councilwoman for many years in Winnemucca, and is a small business owner.

Ms. Herzog explained that the Main Street Program started in the 1980's and is about historic preservation and downtown revitalization. She added that 46 states have a state program. Ms. Herzog noted that Gardnerville, NV, has had a Main Street Program for ten years. The State of Nevada has had a State Program since 2017.

Ms. Herzog clarified that the program started in Nevada with Assembly Bill AB 417 introduced by Assemblywoman Heidi Swank. It passed 100% approval. She added that GOED is having meetings all over the State to reach out to communities. She explained that it is about a two-year process to get someone to become affiliates which includes the training process with GOED. The goal is that it will be a self-sustaining program.

Ms. Herzog stressed that downtown centers are important. She noted that it is essential to improve sidewalks and infrastructure. She added that the NDOT plans for Highway 95 will tie in really well to this program. She emphasized that the Main Street Program is not a beautification program but a driver for economic development. She added that it is important to maintain historic preservation. Ms. Herzog clarified that this program will take leadership from the community and is a long-term program. She pointed out that for every dollar invested, the return to the community is \$32.56.

Ms. Herzog gave the example of Rawlins, WY, with a population of 9,000. The program decreased the vacancy rate, created jobs, and created new businesses.

Ms. Herzog noted that Tonopah will have to decide what area they want to focus on. One requirement of the program is to establish a 501(c)3. She emphasized that Tonopah is already months ahead as Tonopah Development Corporation (TDC) is still in place.

Tonopah resident Joni Eastley asked how much collaboration could happen between two communities. Ms. Herzog replied that Tonopah could use Gardnerville as a resource and could also ask questions across the nation. She added that she would like to have meetings where things can be shared.

Ms. Herzog emphasized that the program needs community involvement to build a program that is worth it. People need to feel that their time and money is being valued and that they see the change. She noted that the people who need to be involved are the leaders, the workers, the investors, and the beneficiaries. She pointed out that GOED is a strategic partner and that mining companies could be a funding partner.

Ms. Herzog stressed that Main Street is an historic asset. There could be public art, banners, façade improvements, signage, etc. She pointed out that every community needs to figure out what is unique to them. Tonopah's Serbian heritage could be celebrated with a certain holiday. The program also emphasizes retail and business promotions such as wine walks, "shop local" promotions, etc.

Ms. Herzog noted that the program helps redevelop underutilized facilities. It is a possibility to look at using facilities in a different way. Signage could be placed in vacant buildings to entice renters. There could be a community garden space, flower pots, a "fresh paint day", etc. She stressed that any improvement should keep the historic nature of the buildings. There should be gateway signage for the district, art, and places to sit to create

“placemaking”. She emphasized that the community can shape this how they want the program to be.

Ms. Herzog noted that in Nevada the program affiliates receive support, training, assistance, marketing, networking, scholarships (such as funds to send delegates to the annual conference). The program requires a community contribution of \$25,000 annually to fund the program for expenses such as salaries, office space, promotional material, etc.

Ms. Eastley asked Ms. Herzog to address the NDOT project. Ms. Herzog replied that Ms. Eastley was very concerned about the NDOT plans to reduce Highway 95 to a 3-lane highway. Ms. Herzog emphasized that it is very important for travelers to see what Tonopah has to offer. Slowing traffic down will help this effort. She added that she thinks that the NDOT program along with the Main Street program is a good thing.

Clerk Jerry Elliston asked how many communities are signed up for the program in Nevada. Ms. Herzog replied that only Gardnerville is a member right now and that they have applications from Lovelock and Wells. She added that White Pine has committed funds and that there has been interest from Winnemucca, Elko, Mesquite, Henderson, and Reno downtown.

3. Town Board Members/ Department Manager’s/ Nye County Commissioner’s Comments

None.

4. Review and approval of minutes, in context, from the regular meeting held September 12, 2018.

This item was tabled.

6. Discussion, deliberation and possible action to approve the use of Jim Butler Park, to include the parking lot and on-site facilities, for the C.O.W. Bus (Classroom on Wheels) Pre-K Program from October 1, 2018 through September 30, 2020.

Administrative Manager Chris Mulkerns explained that this is the renewal of the prior agreement. She pointed out that the COW Bus only uses the park in the summer months and is at the school during the school year. Deputy Town Clerk Kat Galli pointed out that the current insurance certificate is still in effect.

Roni Link motioned to approve the use of Jim Butler Park, to include the parking lot and on-site facilities, for the C.O.W. Bus Pre-K Program from October 1, 2018 through September 30, 2020. Mike Sain seconded. No further discussion. Motion carried 3-0.

8. Discussion, deliberation and possible action to authorize staff to negotiate the terms and conditions for the Use & Maintenance Agreement for Town Parks and the Tonopah Rodeo Grounds.

Deputy Town Clerk Kat Galli explained that she placed this item on the agenda because staff typically takes care of all the paperwork. Having to place an item on the agenda and waiting for Board approval adds a waiting period to the process. She pointed out that this sometimes results in problems for the user to provide the insurance certificate in time. Administrative Manager Chris Mulkerns stressed that this will make it easier for event organizers. Board Member Roni Link stated that she does not mind expediting the process but like the Board to be notified of what facilities are being used. Ms. Mulkerns replied that agreements could either be provided as part of correspondence or could be listed under staff reports.

Utility Manager Joe Westerlund emphasized that if someone asked permission to use Town property for a "crazy event", staff would not allow this and ask the event organizer to come before the Town Board. Ms. Mulkerns suggested that the Board authorizes staff to approve recurring events and new events have to be approved by the Town Board.

Roni Link motioned to authorize staff to negotiate the terms and conditions for the Use & Maintenance Agreement for Town Parks and the Tonopah Rodeo Grounds for recurring events, if they meet the criteria for \$1 million liability insurance. Mike Sain seconded. No further discussion. Motion carried 3-0.

9. Discussion, deliberation and possible action to approve the updated 5/8ths Room Tax Grant application Guidelines and Project Completion Report, and to approve new 5/8ths Room Tax Grant Award Letter.

Deputy Town Clerk Kat Galli explained that the guidelines were updated about two years ago and that she thought they were pretty clear. She noted that some groups still have questions. She stressed that she tried to make the guidelines easier to understand and that she included changes based on discussions during prior meetings.

The changes are as follows:

- recipients can expend money in two different fiscal years
- recipients have to include the Town logo or list Tonopah or Tonopah, NV on everything
- Non-qualifying items: trophies, items for resale, invoices issued by grant recipient

Ms. Galli emphasized that the Town only collects about \$20,000 in the 5/8ths room tax fund every fiscal year and that the Town has expended more money every year the past few years. She stressed that she spends multiple days on grant applications to save the Town money and therefore feels that the Town's money should not be spent by grant recipients on questionable expenses when it could be spent on efficient advertising. Clerk Jerry Elliston and Board Member Mike Sain stated that they agree with Ms. Galli. Mr.

Elliston added that he likes the changes but wonders why postage cannot be reimbursed. Ms. Galli explained that there is no way to verify what was mailed.

Ms. Galli pointed out that the requirements for how the project completion report needs to be submitted was updated and that the project completion report itself was updated. She added that she would like to implement a grant award letter to reiterate the requirements and due dates.

Clerk Elliston stressed that he likes the changes and makes everything clearer. Board Member Roni Link stated that she feels this makes the grant recipients more accountable. Clerk Elliston added that it makes it more consistent.

Roni Link motioned to approve the updated 5/8ths Room Tax Grant application Guidelines and Project Completion Report, and to approve the new 5/8ths Room Tax Grant Award Letter. Mike Sain seconded. No further discussion. Motion carried 3-0.

10. Discussion, deliberation and possible action on Department Staff Reports:

- a) Town Administration
- b) Town Maintenance
- c) Fire Department
- d) Pool
- e) Parks
- f) Rodeo Grounds
- g) Joe Friel Sports Complex:
- h) Tonopah Historic Mining Park
- i) Convention Center
- j) Tourism/Events, Room Tax
- k) Capital Projects
- l) Tonopah Public Utilities – Water Fund: Administration, Operations, Distribution, Transmissions, Wells
- m) Tonopah Public Utilities – Sewer Fund: Administration, Operations, Treatment Plant

Administrative Manager Chris Mulkerns stated that she has a written staff report prepared but did not have a chance to e-mail it out. Clerk Jerry Elliston noted that he likes getting written reports. Ms. Mulkerns replied that she will e-mail her notes the following day. Mr. Elliston stressed that a lot of people do not understand how much staff does and that he would like it known. Board member Roni Link asked if the Town informs customers of issues that have been addressed. Utility Manager Joe Westerlund clarified that these would be included in his monthly report.

Ms. Mulkerns pointed out that the following events will be held on October 13th: Information Center Grand Opening, Fire Prevention Day with the presentation of the new rescue truck, and the dedication of the Stargazing Park in memory of Clair Blackburn.

Ms. Mulkerns noted that a pre-bid meeting will be held the following Tuesday with engineer Paul Winkelman.

Ms. Mulkerns stated that she will meet with the Tonopah Volunteer Fire Department about how the Town can help with the 4th of July fireworks.

Ms. Mulkerns said that the Rotary Club of Tonopah will be hosting a “Meet the Candidate” night on October 11th.

Ms. Mulkerns reminded the Board Members that a workshop to discuss the possibility of hiring a Town Manager will be held on October 12th at 8:30 a.m. Board Member Roni Link noted that she will be in EMS class for two weekends in October.

Ms. Link pointed out that a flu shot clinic will be held October 16th.

11. Correspondence

E-mail from Kat Galli re: Public Workshop, September 13, 2018
Nye County Board of County Commissioners Meeting Agenda, September 18, 2018
E-mail from Kat Galli re: Tourism & Events Coordinator job description, September 13, 2018
Credit Card Statements for August 2018 for Chris Mulkerns, Dianne Ryals, Joe Westerland, and Shari Bombard
E-mail from Nevada Attorney General’s Office re: Open Meeting Training, September 18, 2018
Beatty Town Advisory Board Meeting Agenda, September 24, 2018
Governor Sandoval Tribute Dinner Save the Date, November 13, 2018
Gemfield Resources Townhall “Gemfield Project” Meetings Flyer, September 24 & 25, 2018
Project Completion Report: Rocky Mountain Elks Foundation Banquet, September 17, 2018
Nye County Board of County Commissioners Meeting Summary, September 18, 2018
E-mail from Silver Trails Territory re: USA Today Best Haunted Hotel Vote, September 24, 2018
E-mail from Paul Miller re: MOBIEHOM small housing development demonstration, September 24, 2018
October 13th Events Flyers
Fire Prevention Day Events Flyer
Project Completion Report: Gary Jewett Invitational Co-Ed Softball Tournament, September 24, 2018
Google Statistics for new Information Center, September 26, 2018

12. Approval of vouchers for payment

The Board reviewed and signed the vouchers. Roni Link motioned to approve the vouchers as presented for payment. Mike Sain seconded. No further discussion. Motion carried 3-0.

13. Announcements

Board Member Roni Link stated that she saw on the internet that earthquake drills will be practiced on October 18th. Board Member Mike Sain stressed that Nevada is the third most active earthquake state.

Administrative Manager Chris Mulkerns noted that Deputy Town Clerk Kat Galli accepted the position of Tourism & Events Coordinator. Board Member Roni Link stated that she thinks that is “cool”. Clerk Jerry Elliston added that he thinks it is great and will be very effective. He pointed out that Ms. Galli has been very involved in everything anyway.

Kat Galli introduced new Convention Center employee Brittani Reid who was in attendance.

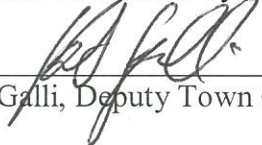
14. Public Comment

None.

15. Adjourn

The meeting adjourned at 7:28 p.m.

Minutes transcribed by:

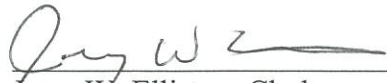


Kat Galli, Deputy Town Clerk

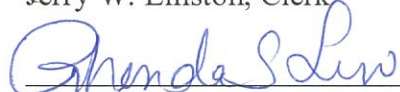
Approved:

Duane Downing, Chairman

Don Kaminski, Vice-Chairman



Jerry W. Elliston, Clerk



Rhonda S. Link, Member



Michael Sain, Member

TONOPAH LIBRARY BOARD OF TRUSTEES
MEETING MINUTES
SEPTEMBER 26, 2018
Tonopah Convention Center
301 Brougner Avenue, Tonopah, NV 89049

Tonopah Library Board of Trustees Vice-Chairman Mike Sain called the meeting to order on September 26, 2018 at 6:51 p.m. Also present were Clerk Roni Link and Trustee Jerry Elliston. Chairman Don Kaminski and Trustee Duane Downing were absent. Seventeen others were in attendance.

1. Public Comment

None.

2. Announcements

None.

3. Library Board Member's/ Department Manager's Comments

Trustee Jerry Elliston asked if staff had heard anything from the architect. Administrative Manager Chris Mulkerns replied that the architect was prepared to give his presentation at this meeting but as Acting Librarian could not be here, he was rescheduled.

4. Review and approval of minutes, in context, from the regular meeting held September 12, 2018.

This item was tabled.

5. Discussion, deliberation and possible action on Library Staff Reports:

- a) Library
- b) Historic Library

None.

6. Discussion, deliberation and possible decision regarding the copy machine currently leased by the Tonopah Public Library:

- a) Buyout copy machine with a maintenance plan; or
- b) Renew current lease agreement; or
- c) Enter into a lease agreement for a new copy machine.

Administrative Manager Chris Mulkerns explained that staff received the quote from Xerox today. She added that Acting Librarian Dianne Ryals brought to her attention that she did not think it made sense to pay a lease fee for the amount of copies the Library makes. She noted that Xerox suggested to wait until the end of the lease and

then buy the current machine out with a monthly maintenance fee. She pointed out that the Library makes over 600 copies a month. Ms. Mulkerns explained that the machine will last at least another two or three years. At that point, the Board can decide whether they want to enter into another lease agreement. Deputy Town Clerk Kat Galli emphasized that the Library would save a lot of money for those years.

Jerry Elliston motioned to buyout the current copy machine with a maintenance agreement for a buyout cost not to exceed \$1,000. Roni Link seconded. No further discussion. Motion carried 3-0.

7. Correspondence

None.

8. Approval of vouchers for payment

The Board reviewed and signed the vouchers. Jerry Elliston motioned to approve the vouchers as presented for payment. Roni Link seconded. No further discussion. Motion carried 3-0.

9. Announcements

None.

10. Public Comment

None.

11. Adjourn

The meeting adjourned at 7:01 p.m.


Minutes transcribed by:



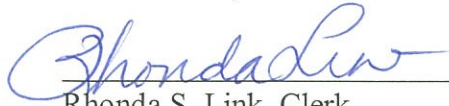
Kat Galli, Deputy Town Clerk

Approved:

Don Kaminski, Chairman

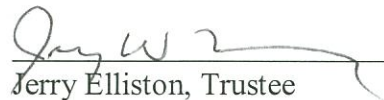


Michael Sain, Vice-Chairman



Rhonda S. Link, Clerk

Duane Downing, Trustee



Jerry Elliston, Trustee

