MINUTES
CALIENTE CITY COUNCIL

Date: **October 3, 2013**
Time: **6:00 PM – Open Session**
Place: **Caliente City Hall – Council Chambers**
Present: Mayor Stana Hurlburt, Councilwoman Jolynn Cardinal, Councilman Victor Jones, Councilman Steve Rowe, Councilman Cody Christensen & Attorney John Brown.
Others Present: Kelli Haluzak, Ashley Tibbetts, Donna Jones, Rachel Williford, Helen Lundgren, Pat Christman, Lavette Lee, Jerry Carter, Joe Livreri, Mary Cordle, Susan Bowden, Jaelyn Rowe, Doreen Brown, Ken Dixon, Alice Rodowick, Taylor Schimbeck

1. Mayor Hurlburt opened the meeting at 6:02pm with the Pledge of Allegiance.
2. Deputy Clerk Kelli Haluzak provided Roll Call and confirmed compliance of Nevada Open Meeting Law.
3. Public Comment: Mary Cordle commented on item regarding room rent in the depot. She said there are no other offices available in the city. Rates should be lowered so we can get people into the depot.
4. Payment of bills received by the Council. Councilman Jones recused himself. Councilwoman Cardinal motioned to approve. Councilman Rowe seconded the motion. Vote unanimous. Motion Carried
5. Councilwoman Cardinal motioned to approve meeting minutes for Water Rights 8/15/2013. Councilman Jones seconded. Vote unanimous. Motion carried. Councilman Jones noted a correction necessary for the 9/19/2013 minutes. He did not motion to approve himself for HR contact for the POOL/PACT contact information. Councilwoman Cardinal motioned to approve meeting minutes for City Council 09/19/2013. Councilman Jones seconded motion with noted changes. Vote unanimous. Motion carried.
6. **BRIEFING TO AND FROM THE COUNCIL AND ITS STAFF**
    a. **Discussion of Matters Affecting the Council**
        i. Councilman Jones motioned to approve Jeremy Davis to attend IPSA Hotline School November 4-8, 2013. Councilman Christensen seconded. Vote unanimous. Motion carried.
        ii. Mayor Hurlburt recused herself and left the room before any discussion began because her daughter rents a room in the depot. After extensive discussion about changing the rates for Depot lease(s) this topic was tabled.
        iii. Approval to have consultant review and evaluate NPAIP related personnel matters – John Brown. Item Tabled.
        iv. Councilman Jones motioned to approve the policy for lodging and travel reimbursement, as well as per diem rates. Councilwoman Cardinal seconded. Vote unanimous. Motion carried.
        v. Councilman Jones motioned to approve changing the anniversary date for the City's medical insurance to December 1, 2013. Councilwoman Cardinal seconded. Vote unanimous. Motion carried.
        vi. Councilman Jones motioned to approve Ken Dixon as the certified Floodplain Manager and the Building Inspector for $250.00 per month. The City will also pay for Ken's certification, costing $450 due by the 10th. Councilman Rowe seconded. Vote unanimous. Motion carried.

vii. Councilman Christensen explained the information he found out about this particular grant. Based on the extremely low chance of the City getting any money from this grant and the cost to have the application done, Councilman Christensen motioned to NOT apply for funding from the Commission for Cultural Affairs to rehabilitate the historic Depot building. Councilman Jones seconded. Vote unanimous. Motion carried.

viii. Based on interviews, Stephen Fischer was recommended for the Custodian Administrator position. Councilman Christensen motioned to approve. Councilman Jones seconded. Vote unanimous. Motion carried.

ix. **For possible action:** Updating the job description and duties of the City Clerk, Deputy City Clerk, and the City Utility Clerk – Councilman Christensen Item Tabled.

x. **Update concerning ongoing Grants Administration** – Mayor Hurlburt.
   a) CDBG Grants: Pool Park Building, & Effluent Splitter Screen.
   b) SNPLMA Grants: Meadow Valley Wash Linear Park & Pool Park Building
   c) FEMA/ARRA Spring Heights Hazard Mitigation Grant
   d) Grant Administration: Pay Requests, Draw Requests, Disclosures, & Legal Notices

xi. **Discussion of Legal Issues** – John Brown.

xii. **Discussion of issues related to Public Safety** – Fire Chief George Rowe / L.C. Sheriff Kerry Lee

xiii. **Building Inspector's report** – Jerry Carter

b. **Discussion of Council members' Responsibilities**
   i. **Parks / Beautification Committee** – Councilman Christensen
   ii. **Community Development and Planning** – Councilwoman Cardinal
   iii. **City Hall, the Depot, and the Boxcar Museum** – Councilman Jones
   iv. **Public Utilities** – Councilman Rowe
   v. **Mayor's Report** – Mayor Hurlburt

7. Next meeting October 17, 2013 at 6pm
8. **Public Comment** Lavette Lee stated she is glad Ken Dixon is the building inspector. Pat Christman complimented foreman Jerry Carter for the weed clean up going around town. JoLynn Cardinal said the county library has been an ongoing issue but is being addressed.
9. **ADJOURNMENT** 735pm

Note: These minutes are only a summary of the meeting. They are unapproved until signed and dated. Also, these written minutes are not distributed to the public until approved.

Stana Hurlburt

Stana Hurlburt, Mayor

10/17/13

Date

Kelli Haluzak

Kelli Haluzak, Deputy City Clerk

10/17/13

Date