

GENOA TOWN ADVISORY BOARD
Regular Meeting Minutes
August 4, 2015

The Genoa Town Advisory Board held a public meeting on August 4, 2015 beginning at 6:36pm at the Genoa Town Meeting Room, at 2289 Main St., Genoa, Nevada.

CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE TO THE FLAG

The meeting was called to order by Chair Trent Tholen. Present were Vice-Chair Nancy Aten and Board Members Greg Pace, Timothy DeTurk and Member Linda Birdwell.

Also present was Town Manager, Phil Ritger and staff. Members of the public were asked to sign in, and the sign in sheet is attached to the original minutes as Exhibit A.

Pledge of Allegiance was led by Marilyn Prestigiacomo.

PUBLIC COMMENT

Under public comment, Sue Knight informs the board of a Fan Tour of 140 people from Brazil will be coming to Genoa at the end of September, after the Genoa Candy Dance. Details and exact times are still to be determined.

APPROVAL OF AGENDA

Chair Tholen moved to approve the agenda, motion seconded by Member Birdwell and passed unanimously.

APPROVAL OF MINUTES OF PREVIOUS MEETING

The minutes of the July 7, 2015 regular meeting were approved. Motion by Member Pace, seconded by Member DeTurk and passed unanimously.

Under public comment, Sue Knight points out Member Birdwell's name misspelled.

ANNOUNCEMENTS AND CORRESPONDENCE

Verbal report from Town Manager Phil Ritger:

A) Volunteer Appreciation:

Genoa Volunteer Appreciation picnic was held Sunday, July 12, it was a great success, thank you to Roger & Allison Grey for helping coordinate this event.

B) Concerts On The Green:

The Summer Concert Series continues August 9th at 5pm with Suspect Terrane.

C) Genoa Peak Madathon:

The 3rd annual Genoa Peak Madathon is scheduled for this Saturday, August 8. Event registration will take place Friday evening in the Genoa Park.

D) Road Maintenance:

Annual Road Maintenance will be completed by the end of next week. Notices regarding "no parking on the street" to residents along effected roads will go out this week.

E) Fire Inspection:

The Town kitchen fire suppression system in the stove hood has been tagged with “impairment” and cited by EFFPD as needed to be repaired/replaced. The reason for the impairment is the current dry chemical system cannot be recharged if it is discharged. The Town has been given 30 days to have system repaired.

F) Verizon Wi-Fi:

Verizon sent notification to the County that they will not be installing a “Cellular on Wheels” portable tower this year in Genoa for Candy Dance weekend. Approval and completion of the Genoa Main Street Wi-Fi project by the BOCC has added significance this year as a result of this decision.

CONSENT CALENDAR FOR POSSIBLE ACTION

Chair Tholen moved to approve consent calendar, motion seconded by Member Birdwell and passed unanimously.

ADMINISTRATIVE AGENDA

Agenda item no. 4 – not for possible action:

Presentation by Gordon Consulting, Inc. to provide information to Genoa residents regarding a Master Plan Map and Zoning Map Amendment application that they are submitting to Douglas County Planning Commission for property located at 420 Mountain Meadow Drive (Genoa Lakes Ranch Course).

Presentation given by Rick Gardner, owner of the property, regarding an amendment application submitted to Douglas County Planning Commission to request the zoning of the property to be changed from tourist commercial to residential in the anticipation of adding single family residents on the property.

Agenda item no. 5 – not for possible action:

Presentation by David S. Howlett, Ph.D., State Urban Forester, Nevada Division of Forestry, on the Genoa Public Tree Inventory and i-Tree Streets Analysis.

Presentation by David S. Howlett, with the Nevada Division of Forestry, on a tree inventory that was done in the Town. Information provided for the Town to register as a Tree City USA.

Agenda item no. 6:

Discussion on an inter-local agreement with the Douglas County Redevelopment Agency where the Town of Genoa agrees to provide project and administration management of the Genoa Main Street Wi-Fi Modernization Project, which includes system design, purchase of network equipment, installation and validation/verification testing with Redevelopment Agency funds at a cost of approximately \$20,000.

At the July 7, 2015 meeting, the Genoa Town Board approved a motion to ask the Douglas County Redevelopment Agency, with consent of the Board of County Commissioners, to approve funding for the Genoa Main Street Project- Wi-Fi Modernization. This inter-local agreement requires the Town of Genoa, upon completion and approval of the project, to provide for the ongoing maintenance and repair of the project without further reimbursement from the RDA or Douglas County. Funds will be disbursed on a reimbursement basis.

Under public comment, Marilyn Prestigiacommo states that she is representing her husband, Tony, who is contracted to do the Wi-Fi installation, as soon as the Town of Genoa and Douglas County Commissioners approve the project, Tony is ready to move forward with the project.

Town Manager, Mr. Ritger points out that once the project is approved, the Town will take over full control in hopes of getting the Wi-Fi up and running by Candy Dance.

Member Pace points out that the Town needs to find the funds for the project to get it done since it will be reimbursed back. Mr. Ritger confirms we have the funds available due to it being paid in smaller increments, not the full \$20,000 at once.

Member Birdwell questions if the Town Manager will have time to oversee this project on top of Candy Dance preparation. Mr. Ritger states the project will be handled by the contractor who has done work for the Town in the past, he does not see this being an issue, or affecting Candy Dance preparation.

Member Birdwell moves to approve the inter-local agreement with the Douglas County Redevelopment Agency, providing the Town to agree to provide project and administrative management of the Genoa Main Street Wi-Fi Modernization project. Motion seconded by Chair Tholen and passed unanimously.

Agenda item no. 7:

Discussion on the 2015 La Ferme and Gilles Menagerie Festival Outdoor Festival Permit application.

Gilles LaGourge conducts the La Ferme and Gilles Menagerie Festival the same weekend as the Genoa Candy Dance. In order to have the event, Douglas County requires an application for an outdoor festival entertainment event be submitted to the County for review and recommended approval by the Planning Dept., East Fork Fire, Douglas County Sheriff's Dept., the Traffic Engineer's office and the Town of Genoa. This application is identical to the previous year application for which Mr. LaGourge has received approval from the County Board of Commissioners.

Mr. Ritger informs the Board that due to Mr. LaGourge submitting this application late, the County has decided to fast track it and add it to their August 6th meeting agenda, he did put on record that we objected to that decision based on the Town not having the time to discuss and have any input before it moved ahead to the Douglas County Board of Commissioners.

Chair Tholen asks if Mr. LaGourge will be required to split fees for the Sheriff's and East Fork Fire services during the event. Mr. Ritger responds that there is pending litigation about whether Douglas County can split the Public Safety fees but the current understanding is the fees will be split as in the past among all Festival Permit holders. He will collect further information on this.

Member Birdwell mentioned Brent Knittel, owner of the property at 202 Genoa Lane, and his interest in hosting vendors on his property and have the same arrangement as other property owner's in the Town. Mr. Ritger comments to the board that the agreements with Property Owner's in the town is more than just a 50/50 split, they also offer and provide the town with more resources and benefits, such as hay bales, use of property for parking, etc.

Member Pace makes a motion to not oppose the Outdoor Festival Permit application for the 2015 La Ferme and Gilles Menagerie Festival. Motion seconded by Member DeTurk and passed unanimously.

The Town Board and Town Manager discuss a meeting that is to take place tomorrow between Mr. Ritger, Chair Tholen and two members of the Douglas County Board of Commissioners regarding the Outdoor Festival Permitting process; suggestions and input on topics that should be brought up and discussed in that meeting are presented.

Agenda item no. 8:

Discussion on the preliminary financial results for Town of Genoa FY 2014/2015 with a review of revenue and expenses, and other matters properly related thereto.

As a result of the BOCC at their June 17th meeting to approve and implement the new Douglas County Class and Compensation policy it was deemed necessary to review the FY2014/2015 financial results for the Town due to the potential impact this policy change has on our current FY2015/2016.

Town Manger and Board review and discuss budget reports. These reports are only preliminary since final County and State audits do not occur till closer to the first of the year.

Chair Tholen moves to approve the preliminary financial results for Town of Genoa FY2014/2015. Motion seconded by Member Birdwell and passed unanimously.

Agenda item no. 9:

Discussion on Douglas County Class and Compensation Study changes including: modification to annual leave policy, revisions to Town job descriptions and classifications, Town Staff pay grades, and paying the full PERS contribution rate of 2.25% with associated budget modifications.

The Towns elected to participate with the County in Employee Classification and Compensation study. The BOCC, at their June 7th meeting, approved the plan and County staff is working to implement the plan. The new staff pay grades are not what the Town originally budgeted for so we will need to revise the Town budget for this fiscal year based on these changes. Additional actions taken by the County was to update the Annual Leave Policy, 200.36 and approve covering, on a one-time basis, the 2.25% PERS increase. The County plan is to implement the new pay grades over a three year period.

Mr. Ritger walks through charts and changes that were made with the Douglas County Class & Compensation Study.

Town Board discusses Budget and what increase to make for Town Manager's salary amount.

Member DeTurk moves to support the County and accept the Douglas County Class & Compensation Study, including a salary increase to \$29.50 per hour for our Town Manager, preserving the right to increase that amount in the future. Motion seconded by Member Pace and passed unanimously.

NOT FOR POSSIBLE ACTION: BOARD COMMENTS AND REPORTS

No Board Comments.

PUBLIC COMMENT

No Public Comments.

ADJOURNMENT

Member Birdwell motions to adjourn the meeting at 9:19pm. Motion seconded by Vice-Chair Aten and passed unanimously.

Minutes prepared by:

Sarah Macellari
Office Assistant II, Town of Genoa