

GENOA TOWN ADVISORY BOARD
Regular Meeting Minutes
October 5, 2016

The Genoa Town Advisory Board held a public meeting on October 5, 2016 beginning at 6:30pm 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 Chairman Trent Tholen. Present were Vice-Chair Nancy Aten and Board Members, Greg Pace, Linda Birdwell and Tim DeTurk.

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 Philip Ritger.

PUBLIC COMMENT

Under public comment, Sue Knight wants to thank Dee Dykes and all the candy making volunteers for doing a good job on the Candy for the Candy Dance this year and completely selling out.

Under public comment, Brian Foster with the Genoa Community Church wanted to bring to the Board's attention that the pavers at the Church need to be replaced; they are becoming a safety issue. Bill Aten adds to Brian's comment about the Church's safety concerns and also maintenance work to be done.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES OF PREVIOUS MEETING

The minutes for the August 3, 2016 meeting were approved. Motion by Chair Tholen and seconded by Vice-Chair Aten; passed unanimously.

ANNOUNCEMENTS AND CORRESPONDENCE: (Verbal report from Town Manager, Mr. Ritger)

- 1) Thank you to all the Candy Dance steering committee chairs and volunteers for a success event this year.
- 2) Halloween Event will take place on Monday, October 31 this year. Sandy Granucci and Gina Coons will be co-chairs for the event this year.
- 3) Christmas in Genoa will kick off on Dec. 2 with the tree lighting and caroling. Dec. 3 breakfast with Santa and Mary Kaye will be back this year, accompanied by her daughters to perform at the "Cowboy Christmas" concert on Dec. 10. Sue Knight adds the pre-concert dinner will be available again this year.

- 4) It has been discovered through research done by Stanley Paher, that Genoa was founded in 1850, not 1851.

CONSENT CALENDAR FOR POSSIBLE ACTION

Member Birdwell moved to approve consent calendar, motion seconded by Vice-Chair Aten passed unanimously.

ADMINISTRATIVE AGENDA

Agenda item no. 5:

Discussion on the Greater Genoa Business Association (GGBA) monthly report of activities, programs and future plans.

Verbal report from Cindy Webb; October 17, 2016, annual meeting and election for new officers, they are in need of a secretary and treasurer.

No action taken for this item.

Agenda item no. 6:

Presentation by Ryan Griffiths, Troop 33, Eagle Scout candidate on his project where he led the effort to replace the Genoa Town Park fence and rehabilitate playground bark.

Presentation by Ryan Griffiths regarding Genoa Town Park project, including unforeseen complications with the fence posts, how that was resolved, final costs and overall outcome of the project.

No action taken for this item.

Agenda item no. 7:

Discussion to approve, approve with modification or deny a request by Debrine Lim Smedley for preliminary approval for the design and installation of a life-size bronze statue of Lillian Virgin Finnegan to commemorate 100 years of the Genoa Candy Dance since 1919.

Presentation by Debrine Lim Smedley, including background information about herself as an artist and proposal to the Board for the installation of life-size bronze statue of Lillian Virgin Finnegan for the 100th Candy Dance in 2019. Funding for the project is proposed to be from fundraising through the Friends of Genoa. Location of the statue is still to be determined.

Town Manager, Philip Ritger reads a letter of support from Gail Teig.

Member DeTurk would like the Town to reserve the right to appoint a committee to decide where the statue will be installed.

Member Pace moves to approve the preliminary approval for the design and installation of life-size bronze statue of Lillian Virgin Finnegan. Motion seconded by Member DeTurk and passed unanimously.

Agenda item no. 8:

Discussion and provide input to Douglas County Planning Commission on a modification request to the existing Special Use Permit (DA 08-062) for the White House Bed and Breakfast (195 Genoa Lane) to allow up to 20 special events per six month season for a maximum of 50 guests per event with an off-site park and ride facility (2250 Main Street) for 22 vehicles.

Town Manager, Phil Ritger states, in 2008 a Special Use Permit (SUP) was approved allowing the White House to operate a two bedroom bed and breakfast. A waiver from the requirement for the owner to reside on the property was granted allowing an on-site caretaker to maintain the property in the same fashion as a resident-owner. No other accessory uses were approved as part of this SUP.

A modification to this SUP is being requested to allow for special events such as weddings, receptions, private catered dinners, and small seasonal parties. These events would be limited to a maximum of 12 events per year for no more than 50 guests. In order to meet parking requirements for these events the White House is also requesting the approval of an off-site park and ride facility. He points out the number of events has changed to 12 per year, rather than the 20 per six months, originally stated in the posted agenda, finalized paperwork came in after agenda was posted.

Under public comment, Rob Anderson with R.O. Anderson Engineering, representative for The White House, addresses the Board with background information regarding the modification to the SUP and clarifies the modification is for 12 events over a six month period, per year. The park and ride was necessary due to the parking limitations in front of the White House.

Under public comment, Heather Ferris with Douglas County clarifies the distinction between Bed and Breakfast designation compared to the other properties in town as the codes are different. She explains there is only one complaint on record against this property and that is what has triggered this modification application to happen. The Board can recommend any kind of modifications to the application.

Under public comment, J.B. Lukemberry states there is no care-taker residing on the property; he has made complaints to Douglas County about the White House being in violation of their SUP. He questions why they would consider allowing modifications to be made to a SUP that has already been in violation.

Under public comment, Bill Brooks addresses some concerns he has with the modifications and the Park & Ride proposed location and effectiveness.

Member Birdwell expresses the number of events they are applying for is too excessive. Board discusses possible recommendations to make for the modification application.

Chair Tholen moves to deny the modification request to the existing Special Use Permit for the White House Bed and Breakfast as currently presented, Board will submit written recommendations to the Douglas County Planning Commission to limit the amount of outdoor events to 4 and the rest be held indoor; also to enforce the current conditions of the permit to be sure a caretaker resides on the property, as required and to explore an alternate resolution for the Park and Ride. Motion seconded by Member Pace and passed unanimously.

Agenda item no. 9:

Discussion and provide direction to staff regarding acceptance of bitumen material donation from Douglas County and obtaining competitive bids for chip sealing of Town roads.

Town Manager, Mr. Ritger states, Douglas County has completed work on chip sealing of the County roads in the Pioneer Trail, Meadow Lark Lane, Old Barn Rd area. The remaining bitumen material that is stored at the NDOT pit along Foothill Rd has not been committed to any future County project. The County has approached the Town to donate this material, at no cost to the town, for use in chip sealing the town roads. County estimates that there is sufficient bitumen material remaining to complete all of the dirt roads in Genoa. The County has not made an offer to provide a bid to do the chip seal application; the Town will need to go out for competitive bid in the private sector. A current agreement between the County and NDOT is that this material will need to be used or relocated by June 30, 2017. The town will need to seek an extension to this agreement since the weather between now and the end of June would probably not facilitate chip seal application.

Member DeTurk is in favor of accepting this offer. Member Birdwell asks about finding the funds for it and how it fits into the budget for next FY. Chair Tholen is against it, as a resident on the dirt roads, he likes them as they are. Vice-Chair Aten does not want to see the dirt roads paved either. Member Pace thinks majority of the residents would not be in favor of the chip seal, however he recommends taking a poll with the residents who live on the roads affected to get better clarification on where they all stand with it.

Under public comment, Bill Brooks agrees with Member Pace's suggestion to take a poll amongst the affected residents. He believes this is an effective way to deal with dust control issues in town.

Under public comment, Lois Wray states they had dirt roads when first moved in town, and they now have the chip seal, it is a happy medium between dirt and asphalt and a lot safer when weather conditions get bad.

Member Pace moves to table this item until the next meeting and directs staff to petition the affected residence owners. Motion seconded by Chair Tholen and passed unanimously.

Agenda item no. 10:

Discussion on Town Manager's preliminary report on the 2016 Genoa Candy Dance.

Town Manager, Mr. Ritger reports, the Genoa Candy Dance was held September 24 & 25, 2016. This preliminary report is on current gross revenue projections and general observations. Net revenue numbers will be available by the November board meeting.

Vice-Chair Aten moves to accept the Town Manager's preliminary report on the 2016 Genoa Candy Dance. Motion seconded by Member DeTurk and passed unanimously.

NOT FOR POSSIBLE ACTION: BOARD COMMENTS AND REPORTS

Member DeTurk gives update on Mason's Breakfast during Candy Dance and addresses WiFi issue. Thank you to Lois Wray for staff menu at Candy Dance.

PUBLIC COMMENT

Under public comment, Bill Brooks finishes his comments regarding the parking in Town in reference to the White House SUP modifications.

ADJOURNMENT

Member Birdwell moves to adjourn the meeting at 9:10pm, motion seconded by Member DeTurk and passed unanimously.

Minutes prepared by:

Sarah Macellari
Office Assistant II, Town of Genoa

Addendum 1: