

**GENOA TOWN ADVISORY BOARD**  
**Regular Meeting Minutes**  
**December 7, 2016**

The Genoa Town Advisory Board held a public meeting on December 7, 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, Linda Birdwell, Greg Pace 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 Linda Birdwell.

**PUBLIC COMMENT**

Under public comment, Elaine Shively provided information regarding a Genoa Community New year's Party in the Town Hall on December 31, 2016.

**APPROVAL OF AGENDA**

Member Birdwell moved to approve the agenda. Motion seconded by Member DeTurk and passed unanimously.

**APPROVAL OF MINUTES OF PREVIOUS MEETING**

The minutes for the November 2, 2016 meeting were approved. Motion by Member DeTurk; seconded by Chairman Tholen; passed unanimously.

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

**1) Christmas in Genoa:**

- a) Town Christmas Caroling and Tree Lighting was held last Friday. Thank you to Lynn Speir and her team of volunteers for making this evening a success. Also thank you to Gina and Chad Coons for providing the hot chocolate and cookies.
- b) Breakfast with Santa was held last Saturday. We were at capacity for the 8:30 and 9:40 seatings and at 60% capacity for the 10:50 seating. Thank you to all who volunteered to cook, clean and serve up a wonderful breakfast.
- c) "Mary Kaye's and the Kaye Sisters – Cowboy Christmas" concert will be this coming Saturday at 6:30pm. The concert will feature sisters Emelia and Sophia along with their award winning mother, Mary Kaye. Concert tickets are \$20 for adults and \$15 for children. Sue Knight and the Friends of Genoa are bringing back the Pre-Concert comfort food dinner (Chili & Baked Potato). Combined Dinner & Concert is \$35 for adults and \$25 for children.

**2) Centennial Genoa Candy Dance Statue:**

- a) The 18-inch clay model of Lillian Virgin is near completion. Photos of the work are presented.

- b) I will be presenting information on potential installation sites at the January/February meeting. Under consideration is NW corner of Main & Fifth St; NW corner of Main & Nixon St; Genoa Town Park and Mormon Station State Park.

**3) Swearing in Ceremony:**

- a) District Court Judge Young will conduct a swearing-in ceremony in his courtroom on Tuesday, January 3, 2017 at 12:00pm. Judge Young's courtroom is at 1625 8<sup>th</sup> Street, Minden. Nevada Revised Statutes require all elected officials to take an oath of office.

**4) Genoa Water Users:**

- a) I will be contacting the current users of Genoa creek water to discuss handling of the diversion of water in advance of and during storms. Carson Street has experience 2 significant washouts during the last two storms that were the direct result of the water being redirected into the water users ditches and not being allowed to flow into the natural creek bed. We have hydro vacuumed the Carson Street drain twice in a one month period at a total expense of ~\$900.

**5) Annual County Financial Audit:**

- a) Mike Rowe, general counsel to the Town of Genoa, reported to the County auditors that the town has no current or threatened litigation, claims or assessments against the town.

**CONSENT CALENDAR FOR POSSIBLE ACTION**

Chairman Tholen moved to approve consent calendar with Item no. 4 pulled for further discussion, motion seconded by Vice-Chair Aten and passed unanimously.

**ADMINISTRATIVE AGENDA**

**Agenda item no. 4:**

Discussion to approve the contract with William C. Hutchison for snow removal per the attached agreement for the period of December 2016 through December 2018.

Chairman Tholen asks if the Town has given written consent for Mr. Hutchison to have Pete Quenzer do snow removal work in Town per section 10 of the contract. He, as well as many other residents, are not happy with Mr. Quenzer's work and he has witnessed him being reckless with the residents and/or pedestrian's safety. The contract states for the plowing to take place after 6-inches of snow has accumulated and Mr. Quenzer is plowing well before that. If Mr. Hutchison were to use him in the future, it is recommended he has proper training.

Mr. Ritger explains that Mr. Hutchison hiring staff to do the snow removal does not require written consent from the Town, only if he were to sub-contract the work out to another company. In regards to Pete Quenzer or any other staff that may be hired, he will have a discussion with Mr. Hutchison about them being properly trained for the task.

Chairman Tholen moves to approve the contract with William C. Hutchison for snow removal agreement for Dec. 2016 through Dec. 2018. Motion seconded by Member Birdwell and passed unanimously

**Agenda item no. 5:**

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

No representative present on behalf of the GGBA. No action taken on this item.

**Agenda item no. 6:**

Discussion on town property owner survey regarding chip sealing of roads. Provide direction to staff regarding acceptance of bitumen “grindings” material donation from Douglas County.

Survey results concluded that 62% of the property owners were against application of the bitumen “grindings” on the dirt roads in town. Although the grinding would not be used for purposes of town roads, it is still recommended that the town accept the bitumen grindings from Douglas County to re-sale and use the proceeds for other town road improvements.

Member DeTurk comments that he spoke to Jon Erb with Douglas County Public Works and he has a list of buyers for the product.

Chairman Tholen moves to have the Town accept the donation of bitumen grindings from Douglas County, contingent upon a letter from Town Attorney that we may accept and re-sale the material. The bitumen grindings will not be used for paving any dirt roads in Town. Motion seconded by Member DeTurk and passed unanimously.

**Agenda item no. 7:**

Discussion and possible action on the annual performance evaluation of Town Manager, Philip Ritger.

Board Members review and discuss Town Manager, Philip Ritger’s performance evaluation. Mr. Ritger has done an outstanding job as Genoa’s Town Manager, has gone above and beyond his job description duties.

Member DeTurks moves to accept the annual performance evaluation for Town Manager, Philip Ritger with 1.5% merit increase. Motion seconded by Vice-Chair Aten and passed unanimously.

**TOWN OF GENOA PRESENTATIONS:**

Ceremonial presentation recognizing Genoa Town Board Members, Trent Tholen and Nancy Aten.

**NOT FOR POSSIBLE ACTION: BOARD COMMENTS AND REPORTS**

No comments.

**PUBLIC COMMENT**

No public comment.

**ADJOURNMENT**

Vice-Chair Aten moves to adjourn the meeting at 7:49pm, motion seconded by Chairman Tholen and passed unanimously.

Minutes prepared by:

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