



**GENOA TOWN ADVISORY BOARD
Regular Meeting Minutes
March 1, 2017**

The Genoa Town Advisory Board held a public meeting on March 1, 2017 beginning at 6:31pm 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 Timothy DeTurk. Present were Board Members Greg Pace, Pat Eckman, Steve Shively and Vice-Chair Linda Birdwell. Also present was Town Manager, Philip 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 Member Greg Pace.

PUBLIC COMMENT

No public comments.

APPROVAL OF AGENDA

Vice-Chair Birdwell moved to approve the agenda. Motion seconded by Chair DeTurk and passed unanimously.

APPROVAL OF MINUTES OF PREVIOUS MEETING

The minutes for the February 1, 2017 meeting were approved with added wording under the Approval of Minutes section, per request from Chairman DeTurk. Motion by Chairman DeTurk, seconded by Member Shively; passed unanimously.

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

- 1) **St Patrick's Day:** The Potluck is Friday, March 17th in the Genoa Town Hall starting at 6pm. This year's celebration will be a fundraiser party for Christine Adamson. The town will be providing the corn beef with traditional sides of cabbage, carrots and red potatoes. Attendees are asked to bring a side, salad or desert as their contribution to the potluck.
- 2) **Town Liability & Workers Compensation Insurance:** Douglas County has filed per the NRS to be certified as a self-insured employer effective July 1, 2017 and will be leaving PACT. Payroll for the three unincorporated towns is processed through Douglas County and as such we will obtain our workers compensation insurance from Douglas County. The County is also exploring alternative liability insurance and withdrawing membership in Nevada Public Agency Insurance Pool (POOL). In order to retain flexibility in our future options while we wait for Douglas County to work through their analysis, I have submitted a revocable letter of intent to withdraw membership in the POOL. A final decision on whether to remain in POOL or withdraw will be presented to the board at our June meeting for ratification.
- 3) **Recreational Marijuana Establishments:** Douglas County Community Development Department has sent a letter to the Town of Genoa seeking input on a proposed zoning text amendment to

prohibit recreational marijuana establishment uses in Douglas County. Recreational marijuana establishment uses, including cultivation, testing, product manufacturing, distribution and retail facilities, would be prohibited in all Douglas County zoning districts. The proposed text amendment treats recreational marijuana establishments similarly to medical marijuana establishments, which are currently prohibited within Douglas County. This is not an item on tonight's agenda and the board cannot take action on this topic. I am providing copies of the letter and zoning text amendment to the board and public this evening. If you want to provide input, as individual citizens, please do so in writing to our office and I will submit them to the Community Development Department.

4) **Miscellaneous Items:**

- a) Next regular meeting – Wednesday, April 5th.

CONSENT CALENDAR FOR POSSIBLE ACTION

Chairman DeTurk moved to approve consent calendar after pointing out a few line items on the financial report for the Board to take notice of, motion seconded by Member Eckman and passed unanimously.

ADMINISTRATIVE AGENDA

Agenda item no. 5:

Discussion and update on the Centennial Genoa Candy Dance Lillian Virgin Finnegan Statue Project.

Board was given an attachment of a proposed statue site design layout along with aerial views of two of the proposed physical sites with a design dimensional overlay. Overall minimum dimensions of the site footprint are 17' deep by 22' wide. Discussion on possible site locations, La Ferme property still being first choice.

Chairman DeTurk asks if there is an update on purchasing the La Ferme Property. Mr. Ritger responds that he is meeting with the County Manager later this month to discuss it.

Chairman DeTurk moves to approve the update on the Centennial Genoa Candy Dance Lillian Virgin Finnegan Statue project. Motion seconded by Vice-Chair Birdwell and passed unanimously.

Agenda item no. 6:

Discussion to approve, approve with modifications, deny or defer the removal and recommended pruning of Black Locust trees along the north side of Mill Street. Competitive bids from Sierra Peaks Enterprises and Battle Born Tree Service put the estimated expense for all work, including labor, removal and cleanup at a cost not to exceed \$3,000.

The storm with high winds on Thursday, February 9th resulted in a large black locust tree on the north side of Mill Street splitting in two. One portion of this tree came down on the home at 184 Mill Street taking down the power line and causing damage to the roof and the main meter electrical connection. Staff coordinated efforts with NV Energy, Mike Ford Construction and Minden Electric to have the power turned off, the tree limbs removed from the roof and a tarp secured to the roof to stop water infiltration, electrical meter connection repaired and power restored to the residence. A work crew from Nevada Division of Forestry cut and stacked the remainder of the downed tree on the following Friday. Tree service contractors were contacted to provide bids for removal of the remaining portion of the standing tree. The contractors were asked to inspect and make recommendations regarding the remaining black locust trees along

Mill St. Core sampling revealed that one additional tree has extensive heart rot and should be removed. Inspection revealed that the other trees are healthy. One contractor has suggested the healthy trees be pruned for height and weight reduction. For public safety reasons, staff's minimum recommendation is the removal of the two heart rotted trees. Board was given at the meeting, an updated bid from Battle Born Tree Service from earlier that day.

Under public comment, Elaine Shively asks if the trees are Town trees and would the Town's insurance cover any of the cost. Also, since the trees are being removed, would the Town plant some in their place. Mr Ritger responds the trees are located on the Town easements, and it is considered maintenance, so the insurance would not cover it. Mill Street still has plenty of trees, but planting more would need to be a decision made along with the residents since they would be in front of their homes.

Chairman DeTurk points out the trees are on top of water lines. Mr. Ritger acknowledges that he is aware of that and they will locate the lines before the work is done as to not cause damage.

Chairman DeTurk moves to authorize Town Manger to accept bid to remove trees and necessary pruning up to \$3,200 in cost. Motion seconded by Member Shively and passed unanimously.

Agenda item no. 7:

Discussion to approve, approve with modification or deny the purchase and planting of a tree on the Campbell property of the Mormon Station State Historic Park and a tree in the Genoa Town Park as part of the 2017 Arbor Day Celebration. Estimated cost for both trees and planting not to exceed \$1,000.

The Town of Genoa has submitted the paperwork for recognition as a Tree City, USA member. One of the four standards that must be met annually is to hold an Arbor Day celebration which typically involves a tree planting event and related public educational activities. The traditional date for Arbor Day in Nevada is the last Friday in April; this date coincides with the annual Genoa Cowboy Festival. Preliminary discussions have begun with Daniel Wassmund, Park Interpreter, Mormon Station State Historic Park to have them provide an educational booth for the Arbor Day weekend during the Genoa Cowboy Festival. As part of our Arbor Day celebration we propose the planting of a shade tree on the State Park property as well as a shade tree in the Genoa Town Park. Type of tree will be selected based on location.

Motion by Member Shively to approve the purchase and planting of trees for the Campbell Property at the Mormon Station State Historic Park and Genoa Park, with cost not to exceed \$1,000. Motion seconded by Member Pace and passed unanimously.

Agenda item no. 8:

Discussion on budget development for Fiscal Year 2017/2018 including, but not limited to:

- a. review of tentative budget for FY2017-2018 with a review of revenue and expense estimates, and other matters properly related thereto;
- b. review of capital projects for incorporation into the Douglas County Capital Improvement Projects (CIP) program; with public comment prior to Board action.

Mr. Ritger reviews and explains budget with Board. He addresses from the last meeting the questions of taking funds from the Candy Dance and reserving it in a separate account. After

the Candy Dance event is over, if we have exceeded revenue, it would be possible to use some funds for a specific project; however he wouldn't feel comfortable building that into the budget.

Chairman DeTurk questions the CIP Projects proposed, the funding source for them are all specified as "unknown".

Mr. Ritger explains the Capital Improvement Projects (CIP) proposed and how soon each one would need to be done. He did not suggest the funding to come from the redevelopment fund since the status of the account is unknown. Candy Dance revenue could be a funding source for some of the projects.

Under public comment, Brian Crowe speaks about flood control, water coming over Jacks Valley Road and the sand and gravel left over after a storm. He is not sure if this is the Town or the County's responsibility. He presents the Board with photos of work done at WNC, where similar issues occurred and how they were able to contain the problem after bringing in engineers. The same work could be done here as a resolution.

Chairman DeTurk talks about the County possibly adding tax to cover such things as flood control. This item has not been presented to the Douglas County Commissioners yet, but when it is added to the agenda, that would be a great opportunity for Mr. Crowe to present this idea.

Vice-Chair Birdwell asks about the CIP at the Church, and how long has it been since we've raised the rent at the Church to help fund improvements. Mr. Ritger explains that the rental rates increase about 4-5% each year. The Church group and AA group that lease the Church do get a slightly lower rate since they are long term leases.

Member Shively moves to approve discussion on budget development for FY 2017/2018, and to identify funding sources for Capital Improvement Projects before moving forward. Motion seconded by Member Pace and passed unanimously.

Agenda item no. 9:

Discussion on update report for the 2017 Genoa Cowboy Festival.

The 2017 Genoa Cowboy Festival is scheduled for April 28th through the 30th. This year we will have the majority of the performances during the day on Saturday, April 29 and Sunday, April 30, with only limited events scheduled for Friday. The ticketed evening concerts will be on Friday night, April 28th and Saturday night, April 29th; this is the same as in prior years. The daytime performances, however, will be on Saturday and Sunday. The Friday daytime attendance has been traditionally light and we have made this change to our festival to be more of a traditional weekend event and expand attendance. Ticket sales are going good, premium seating almost sold out. Mr. Ritger has reached out to Elementary schools in the area to see if they would be interested in an educational field trip in Town on Friday, April 28th. This would be free to the school, the only funding needed would be for bus transportation, after discussion with the committee, the Town has extended a \$500 donation to offset the cost for the buses. All art vendors will be returning and majority of mercantile vendors will be returning as well as some new applicants.

Vice-Chair Birdwell comments that in years past the Town has set a sponsorship goal to reach in order to move forward with the event and asks how the sponsorships are doing for this year. Mr. Ritger and June DeTurk give update on sponsorships, and states it is coming along good.

Chairman DeTurk moves to approve update on the 2017 Genoa Cowboy Festival. Motion seconded by Member Eckman and passed unanimously.

NOT FOR POSSIBLE ACTION: BOARD COMMENTS AND REPORTS

Member Shively announces that there are free radon test kits available at 1325 Waterloo Lane in Gardnerville.

Chairman DeTurk gives update on the road work to be done on Jacks Valley Road, it was approved and funding was granted and the work will be done this coming summer of 2017.

Chairman DeTurk asks for update on cell tower for Candy Dance. Mr. Ritger responds with update on potential cell tower to go up out by the airport. One of the Douglas County technologies projects is that they would like to put up a 40ft tower on the backside of La Ferme property which is another reason why it would be nice to purchase that property.

PUBLIC COMMENT

June DeTurk gives update that the Genoa Directory is still in the works and on its way soon.

Elaine Shively states they are working on bringing the Genoa Connection Newsletter back and first issue should be out by the end of March.

ADJOURNMENT

Vice-Chair Birdwell moves to adjourn the meeting at 8:16pm, motion seconded by Member Shively and passed unanimously.

Minutes prepared by:

Sarah Macellari
Office Assistant II, Town of Genoa