

GENOA TOWN ADVISORY BOARD
Regular Meeting Minutes
June 6, 2018

The Genoa Town Advisory Board held a public meeting on June 6, 2018 beginning at 6:31pm, Genoa Town Meeting Room, 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 Tim DeTurk. Present were board members Greg Pace, Linda Birdwell, Tim DeTurk and Steve Shively. Member Patricia Eckman was absent; all votes will reflect this fact. Also present was Town Manager, Philip Ritger.

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 town manager Philip Ritger.

PUBLIC COMMENT

This portion of the meeting was open to the public to speak on any topic not on today's agenda. No public comment.

APPROVAL OF AGENDA

Member Shively requested that Consent agenda item #3 be moved to the Administrative agenda for further discussion. Member Pace moves to approve the modified agenda; motion seconded by member Birdwell and passed 4-0.

APPROVAL OF MINUTES OF PREVIOUS MEETING

Member DeTurk requested 2 corrections to the May 2nd minutes to include the formation of a personnel committee and a request for a closed session on the standard agenda. Member DeTurk moves to approve the minutes with these corrections; motion seconded by member Birdwell and passed 4-0.

CONSENT CALENDAR FOR POSSIBLE ACTION

Agenda Item No. 2:

Approve the May 2018 financial report including claims paid.

Member Birdwell moved to approve consent calendar; motion seconded by member Shively and passed 4-0.

ADMINISTRATIVE AGENDA

Agenda Item No. 3:

Approve purchase of Town of Gardnerville's 2007 John Deere Gator with accompanying snow plow attachment in the amount of \$500.00.

The Town of Gardnerville recently purchased a new JD Gator and used JD Gator to support their 7-day a week maintenance needs. The Gardnerville town board approved sale of the old JD Gator to the Town of Genoa for \$500 at their May 1, 2018 meeting. The JD Gator has a hydraulic dump bed and comes with snow plow blade attachment. The equipment will be beneficial to the town for light snow removal from the Genoa Vista trail and will also be used to support Genoa Candy Dance operations.

Member Shively moved to approve the purchase; motion seconded by member DeTurk and passed 4-0.

Agenda Item No. 4:

Discussion and update on the Centennial Candy Dance “Lillian” Statue Project.

Gail Teig updated the board on their visit at the bronze foundry visit and with Debrine and Larry Smedley at their home in Prescott, AZ. Gail also introduced Lee Hanson, who along with Larry Smedley, will take lead on the construction aspects of the project moving forward into 2019. Current plan is for an unveiling celebration on Friday, August 16th, 2019.

Member Pace moved to accept the project update; motion seconded by member Birdwell and passed 4-0.

Agenda Item No. 5:

Discussion to approve the Town of Genoa’s insurance renewal proposal from the Nevada Public Agency Insurance Pool (POOL) and payment of \$5,907.02 for fiscal year 2018-2019 premium.

Warren Reed Insurance is the authorized agent for the Town of Genoa’s general liability policy with the Nevada Public Agency Insurance Pool (POOL). Our standard insurance policy is up for renewal on 07/01/2018; at the start of each new fiscal year. Policy renewal for 2018/19 is \$5,520.73 plus agent compensation of \$386.29. The policy overview was presented to the board for review and comment. Member DeTurk requested that staff check on reference to Flood Zone A since this no longer exists within Genoa proper.

Member Shively moved approve POOL insurance renewal for fiscal year 2018-2019; motion seconded by member Birdwell and passed 4-0.

Agenda Item No. 6:

Discussion to approve Town support of the Genoa Americana Celebration (July 4th). Town of Genoa will: 1) submit the Douglas County Outdoor Festival permit and the Nevada State Park special use permit; 2) donate \$500 to pay Mormon Station State Park special use fee as financial support for the event.

The Friends of Genoa (FOG), a non-profit 501(c)(3) organization requested assistance from the Town to host their 5th Genoa Americana Celebration on July 4, 2018. The town submitted the Douglas County Outdoor Festival permit application for this event as well as the special use permit application with the Nevada State Parks. FOG requested financial support in the amount of \$500 to pay the Mormon Station State Park special use permit fee.

Member Birdwell moved approve town support for the Genoa Americana Celebration and donate \$500 for the State Park special use fee; motion seconded by member DeTurk and passed 4-0.

Agenda Item No. 7:

Approve the Town of Genoa's expenditure of funds, not to exceed \$15,000.00, with Mountain West Construction or equivalent qualified vendor for town road grading and drainage ditch rehabilitation within the approved budget (Fund 520.103, Road Maintenance).

The annual road maintenance work consists of road bed grading and rolling followed by the application of a dust palliative treatment. Mountain West Construction was the approved contractor last year and has been the approved contractor since 2009 with the exception of 2014 and 2016 when Douglas County roads department was awarded the contract. Their bid estimate for the scope of defined work this year is \$6,312 plus the cost of construction water that the town supplies under a contract directly with Douglas County Public Works.

Under public comment William Brooks requested that the contractor work to correct the water drainage at the corner of Junction Alley and Candy Dance Lane.

Member Birdwell moved to approve the contract with Mountain West Construction for the road maintenance work; motion seconded by member Pace and passed 4-0.

Agenda Item No. 8:

Approve the Town of Genoa's expenditure of funds, not to exceed \$9,000.00, with Soil-Tech or equivalent qualified vendor, for the application of the dust palliative treatment to the town roads within the approved budget.

The annual road maintenance work consists of road bed grading and rolling followed by the application of a dust palliative treatment. Soil-Tech has been the approved contractor for the application of the Chlor-Tex dust palliative for the past 4 years and was a sub-contractor of A&A Construction for several years prior to that. Average cost for pre-wetting of the town roads and application of Chlor-Tex magnesium chloride solution at a rate of 1/3 gallon per square yard is \$8,000.

Update: Soil-Tech's final bid for pre-wetting and Chlor-Tex application was \$8,182.

Member Shively moved to approve expenditure of funds not to exceed \$9,000 for dust palliative treatment; motion seconded by member DeTurk and passed 4-0.

Agenda Item No. 9:

Discussion to review and provide comments on a proposed resolution to the Board of County Commissioners to modify the Genoa town boundary and annexation of APNs 1319-09-501-005, 1319-09-501-006, 1319-09-601-001, 1319-09-601-002, 1319-09-601-003, 1319-09-601-004, 1319-09-601-005, 1319-09-701-001, 1319-09-701-002, 1319-09-701-004, 1319-09-701-005, 1319-09-701-006.

In accordance with Douglas County Code 18.01.010 Annexation procedures for unincorporated towns, proceedings to initiate annexation may be commenced in accordance with the provisions of section 269.652 of NRS by resolution of the town board recommending that the board of county commissioners adopt a resolution for annexation.

The properties under consideration for annexation are listed below. All of these properties are accessed directly from Town maintained roads. APNs to be annexed: 1319-09-601-001, 1319-09-601-002, 1319-09-601-003, 1319-09-601-004, 1319-09-601-005, 1319-09-701-001, 1319-09-701-002, 1319-09-701-004, 1319-09-701-005, 1319-09-701-006.

Additionally, the following APN's (1319-09-501-005, 1319-09-501-006 and 1319-09-602-035, 1319-09-602-036, 1319-09-602-037, 1319-09-602-038) have been consolidated into 2-3 buildable parcels, one with an existing home and one currently under construction. According to the County Assessor, even though the 1319-09-602-XXX portions are within the town boundaries no Ad Valorem tax is being assessed. As they stated, "In these few cases we go to the benefit of the taxpayer and the lower rate." This proposal is to annex the 1319-09-501-XXX portions so this anomaly can be corrected.

Member Shively moved to recommend that staff move forward with the annexation process per Douglas County code 18.01.010; motion seconded by member DeTurk and passed 4-0.

Agenda Item No. 10: Not for possible action.

Discussion on Town Manager's monthly report.

- 1) Genoa Peak Madathon: This extreme sport trail run will be held this Saturday, June 9th. The start and finish will be located at Trimmer Outpost.
- 2) Genoa Pioneer Reunion Picnic: This Sunday, June 10 at 1pm in the town park. The gathering is being hosted by the Centennial Genoa Candy Dance Statue committee. Share your Genoa stories & take part in creating a visual genealogy of the Town's heritage of your family or early Genoa pioneers on a special scroll.
- 3) Concert on the Green: Kicks off this Sunday, June 10 at 5pm in the town park featuring "Ike & Martin". The series continues throughout the summer with "Apothic" on July 8th; "The Connor Party" on August 12th and concluding with "Sagebrush Rebels" on September 9. All of the concerts are the 2nd Sunday of the month starting at 5pm.
- 4) Douglas County Primary Election: Tuesday, June 12, 7am to 7pm, Genoa Town Hall.
- 5) Town Cleanup Day: Saturday, June 16 at 8am - noon. This cleanup day had been organized by the Friends of Genoa in the past few years in advance of the Genoa Cowboy Festival. This year we are looking to spruce up the town in advance of the July 4th Americana Celebration.
- 6) 2018 Pony Express Re-Ride: Departs Old Sacramento at 3pm on June 20th and the last rider is expected to arrive at Patee House in St Joseph, MO at 8:30pm on June 30th. The re-ride is scheduled to arrive in Genoa around 3pm on Thursday, June 21st. A GPS tracker is installed in the mochila that will transmit real-time location of the rider; this can be followed on <http://nationalponyexpress.org/annual-re-ride/follow-the-ride/>.
- 7) Genoa Americana Celebration: Wednesday, July 4 from 10am to 6pm, in Mormon Station State Park. Bluegrass, Americana, Old Time music and children's parade and water games. The evening culminates with the Carson City Symphony & Chorus.
- 8) Board Weekend Coverage: Given the summer months and pending vacation schedules I am requesting the board review the current weekend coverage schedule for conflicts. If you need to switch a date please coordinate that with another board member and let me know so I can update the schedule accordingly.

- 9) Genoa Connection: I want to personally acknowledge and thank Karen Holmes and Elaine Shively for the generous donation of their time and talent to the town to create, edit and publish a very professional quarterly newsletter.

Agenda Item No. 11: Not for possible action.

Discussion on Board Members comments, activities and liaison committee reports.

This portion of the meeting was open for board members to comment or report on any topic not on today's agenda.

Member Pace inquired about the weeds around the kiosks. Town Manager will address this with the lawn maintenance company.

Member DeTurk let the board know that the Masonic Lodge is considering opening up their lower level for vendor "pop-up" retail space. He also reminded everyone to vote on Tuesday, June 12th. He was glad we are moving forward on the analysis of annexation options.

PUBLIC COMMENT

No public comments.

ADJOURNMENT

Member Pace moves to adjourn the meeting at 8:25pm, motion seconded by member DeTurk and passed 4-0.

Minutes prepared by:

Philip Ritger
Town of Genoa

Exhibit A



Genoa Town Office
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Genoa Town Advisory Board Meeting

MEETING DATE: June 6, 2018

SIGN-IN SHEET (please print)

<u>Name (First, Last)</u>	<u>Email Address (optional)</u>
GAIL TEIG	
NAN FLEMING	
Debrine Smedley	
Bruce Reeves	
Lee Hanson	
BRIGID CROWLEY	
STEVE YOCAMM	
Elizabeth Yartin	
Larry Smedley	
Blaine Shively	
Jane DeTurck	
Mrs Ritz	