

GENOA TOWN ADVISORY BOARD
Regular Meeting Minutes
May 1, 2019

The Genoa Town Advisory Board held a public meeting on May 1, 2019 beginning at 6:30 PM, 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 Steve Shively. Present were board members Gordon Pasley, Steve Shively, Patricia Eckman, and Brian Crowe. Also present was Town Manager JT Chevallier. Board Member Linda Birdwell was absent, and all votes will reflect this fact.

Members of the public were asked to sign in, and the sign in sheet is attached to the minutes as **Exhibit A**.

Pledge of Allegiance was led by Chair Steve Shively.

PUBLIC COMMENT

Under public comment Sue Knight requested the Board consider passing a resolution or undergoing some other promotion effort in the future to promote down-lighting and sensor security lighting in an effort to improve conditions in the Town for night-sky viewing. Perry Hand also addressed the issue as relating to the Genoa Lakes housing area. Bill Brooks commended Town Manager JT Chevallier on his presentation to the Board of County Commissioners. There was a discussion among the Board about making changes to dates of some upcoming Board meetings, though any decision on the issue will be addressed at the June Board meeting.

APPROVAL OF AGENDA

Member Eckman moved to approve the agenda for the May 1, 2019 Genoa Town Advisory Board meeting; motion seconded by Member Crowe and passed 4-0.

APPROVAL OF MINUTES OF PREVIOUS MEETING

Member Crowe moved to approve the minutes of the April 3, 2019 meeting; motion seconded by Member Pasley and passed 4-0.

Member Crowe moved to approve the minutes of the April 10, 2019 meeting; motion seconded by Member Eckman and passed 4-0

CONSENT CALENDAR FOR POSSIBLE ACTION

Agenda Item No. 3:

Discussion to approve the April 2019 financial report including claims paid.

Member Pasley moved to approve the consent calendar item; motion seconded by Member Eckman and passed 4-0.

ADMINISTRATIVE AGENDA

Agenda Item No. 4:

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

Debrine Smedley presented the monthly update on the progress of the “Lillian” statue project including presenting the bas relief plate dedicated to the many candy making volunteers.

Ms. Smedley thanked all those who attended the coin minting that took place last month and noted there are still medallions left for purchase. The “Lillian” statue is entering its final stages before being ready for delivery to the Town. The donor bricks and plaque are completed, and the informational plaque is in the proofing stage. Work is moving forward on the statue site preparation, and an informational flyer for the August 16th unveiling of the statue is planned.

The Board thanked Ms. Smedley for all her effort in the project and commended the final product.

Member Eckman moved to accept the update; motion seconded by Member Crowe and passed 4-0.

Agenda items No. 5:

Discussion to approve removal and relocation for storage of the Town Kiosk on Main Street

Town Manager JT Chevallier discussed the issue of relocating the Main Street Kiosk from its current location which will be the site of the “Lillian” statue, including possible locations that had been considered. The primary concern in the relocation is to ensure the kiosk is kept secure. After discussion with Roger Falcke regarding the removal and relocation of the kiosk, Mr. Chevallier is recommending the Board relocate the kiosk to the Town Park.

Under public comment Bill Brooks advised the Board to ensure they find a location within the park that does not fall on the portion of the property belonging to Gilmore-Coons.

The Board discussed the proposed location and possible concerns regarding ensuring the kiosk will be properly secured in this new location. Mr. Chevallier told the Board he would gather more information and present further detail regarding the proposal at the June meeting.

Member Crowe moved to approve the recommended solution for placement of the kiosk in the Town Park; motion seconded by Member Eckman and passed 4-0.

Agenda Item No. 6:

Discussion and update on the Candy Dance event planning process and committee meetings

Town Manager JT Chevallier provided the Board with updates regarding his meetings with the various Committee Chairs as well as with the Merchandise Committee as a whole. He anticipates the Merchandise Committee will have more detail and a proposed budget to present to the Board at the June meeting. Mr. Chevallier also provided an update on his progress in securing land owner agreements for the event, noting some changes in locations he anticipates for the 2019 event. He noted that the Jury process is moving forward with review of Arts and Crafts vendor applications. Mr. Chevallier suggested keeping this particular item as a recurring agenda item for the Board’s meetings as the event approaches.

There was a discussion of some potential issues with parking for the event and possible ideas for addressing the situation, the number of vendors currently registered, and how best to inform the public regarding the changes to the venue space and placement of vendors, including the possibility of creating a map for attendees.

Under public comment members of the public offered suggestions to address the issue of parking and the anticipated changes to vendor booth locations. Debrine Smedley addressed concerns regarding the Food Vendors located around the “Lillian” Statue location, requesting the Board ensure that the vendors leave the area around the statue clear for people to better view it. She also mentioned the Merchandise Committee hopes to have items ready for sale at the statue unveiling in August. Elaine Shively brought up a previous discussion the Board had regarding making changes to booth pricing for vendors. The Board had decided at the time to

address the issue for the 2020 event and moving forward, so the item will be discussed at a later meeting, most likely July or August.

Member Eckman moved to accept the update on Candy Dance planning; motion seconded by Member Pasley and passed 4-0

Agenda Item No. 7:

Discussion to approve or approve with modifications tree trimming locations along power lines for NV Energy to trim

Town Manager JT Chevallier discussed the status of NV Energy's review of trees within Town limits for maintenance and removal as well as his own mapping of possible tree locations posing issues and his meeting with NV Energy representatives. An arborist from NV Energy has already gone through Town to mark trees posing intrusion hazards, and NV Energy will be looking to send in contractors for maintenance and removal in several weeks.

Under public comment multiple individuals expressed their concern at the process NV Energy undertakes in removing and maintaining trees posing intrusion hazards, with particular concern regarding the quality of the tree trimming conducted. Bill Brooks asked that the Board pass a resolution asking NV Energy to defer any tree trimming within the Town until they are able to make a presentation to the Town regarding the issue. There was a discussion of what such a presentation might entail.

The Board discussed their desire for NV Energy to make a presentation to the Town and what such a presentation might entail, including other hazards beyond tree intrusion that residents should be aware of. Town Manager JT Chevallier stated he will reach out the NV Energy regarding such a presentation.

Member Crowe moved to have NV Energy make a presentation on all the hazards discussed and to request they delay cutting or modifying trees until after the June meeting when they can make a presentation addressing tree cutting, proximity of trees, criteria used in determining trees for cutting and how they are cut, and any other power line or underground electric issue that could cause fire or damage in the Town of Genoa; motion seconded by Chair Shively and passed 4-0.

Agenda Item No. 8:

Discussion and update on the annexation parcel information submitted by RO Anderson Engineering

Town Manager JT Chevallier provided an update on the annexation process, including presenting the preliminary map and parcel information provided to the Town by R.O. Anderson Engineering. He discussed the process moving forward, including an eventual presentation to the Board of County Commissioners and the need to notice the affected residents. He suggested that at this point it would be in the Town's best interest to bring the Town's attorney into the process moving forward. Mr. Chevallier mentioned he would be speaking to the Town of Minden Town Manager regarding the process, and he offered a suggestion to the Board that the Town consider revising its Policies and Procedures to include laying out the process for annexation in the Town.

Under public comment Bill Brooks discussed the annexation done by other Towns within the County and the last annexation done by the Town several years back.

Chair Shively moved to go ahead with counsel to make the annexation happen; motion second by Member Eckman and passed 4-0.

Agenda Item No. 9:

Discussion to approve a petition to request Nevada Highway Patrol, Nevada Department of Transportation and Douglas County Sheriff's Office provide traffic control and speeding mitigation within the town boundaries

Town Manager JT Chevallier discussed the petition that was presented to him by resident Bill Brooks regarding the issue of speeding in the Town of Genoa. Mr. Chevallier also detailed his actions in reaching out to agency partners which resulted in an increased police presence within the Town in response to the issue with officers working to provide better education and enforcement in the Town. Mr. Chevallier also discussed possible solutions he has begun to look into including the possible installation of radar speed signs at three locations.

Under public comment Mr. Brooks stressed that the specific purpose of the petition was for focus and enforcement of the issue at the south end of town and that his goal was to have the Board pass a resolution of support and then deliver the petition and resolution to the Sheriff and the Superintendent of Highway Patrol to be kept on record. Sue Knight discussed Town resident efforts to address the issue in the past. Elaine Shively expressed gratitude to the Town's agency partners for the increased presence and encouraged others to thank the officers.

Board discussion of the issue included the need to provide control within the Town area and past efforts to work with NDOT on the problem. There was also discussion of possible grant opportunities to address the issue with funding for speed signs.

Member Eckman moved to submit a resolution to the Sheriff and Superintendent of Highway Patrol; motion seconded by Member Crowe and passed 4-0.

Agenda Item No. 10:

Discussion and update on the RDA 1 Capital Improvement Projects presentation

Chair Shively updated the Board on the result of the Board of County Commissioners meeting on April 30, 2019 during which Town Manager JT Chevallier presented the Town budget and RDA 1 funds presentation. Chair Shively also thanked former Town Manager Phil Ritger who was in attendance at the meeting and assisted in answering some of the BOCC questions. During the meeting the BOCC approved moving forward with the findings process for three of the Town's proposed projects which were the Town Hall renovation, Town Kitchen renovation, and the Town Church retaining wall. The process is likely to begin in the new fiscal year beginning in July.

Under public comment there was a discussion of the details of the funding and timeline for findings process as well as discussion of whether the Town Office would be included in the projects.

No motion was made for this item.

Agenda Item No. 11:

Discussion to approve 2019 lease agreement for the Highway 395 Wagon Sign

Town Manager JT Chevallier provided background information regarding the lease of the sign. The Town pays the lease for the land through the use of economic development funds from the County.

Under public comment Bill Brooks sought clarification on the terms of the lease as well as how the lease was paid.

Member Eckman moved to approve the 2019 agreement; motion seconded by Member Pasley and passed 4-0.

ANNOUNCEMENTS AND CORRESPONDENCE

Agenda Item No. 12:

Discussion on Town Manager's monthly report

Town Manager JT Chevallier's monthly report included information and updates on the following topics

- Facilities and Maintenance in the Town
- Town events including the Town Clean-up and Arbor Day celebration
- Genoa Candy Dance planning and meetings with Committees and Chairs
- Marketing for the Town including the Town's Instagram, an interview with KRNK regarding flooding, and meeting with Genoa Connection volunteers
- Meetings with Agency partners
- Concerts on the Green planning, including securing performers for all four dates
- The Genoa Western Heritage Days event, which will be discussed by Friends of Genoa in further detail at the June meeting of the GTAB
- Meetings with local residents, business owners, and others

Mr. Chevallier also discussed his action list moving forward, including continuing planning and meetings for Candy Dance and other upcoming Town events, pursuing grants for the Town, and working on Budget Augments moving forward.

Member Eckman moved to accept the Town Manager's monthly report; motion seconded by Chair Shively and passed 4-0.

Agenda Item No. 13:

Discussion on Board Members comments, activities and liaison committee reports

Chair Shively noted that a Peace Officer Memorial event was to be held May 2nd at 1 PM in Carson City.

PUBLIC COMMENT

No public comment.

ADJOURNMENT

Member Pasley moved to adjourn the meeting at 8:26 PM; motion seconded by Chair Shively and passed 4-0.

Minutes prepared by:

Tiffini Drew

Office Assistant, Town of Genoa

Exhibit A

8/1



Genoa Town Office
PO Box 14
Genoa, Nevada 89411
PHONE: (775) 782-8696

Genoa Town Advisory Board Meeting

MEETING DATE: May 1, 2019

SIGN-IN SHEET (PLEASE PRINT)

Name (FIRST & LAST)

SUSAN KNIGHT

Erin Pasley

Debrine Smedley

Elaine Shively

GARY ECKMAN

Chris Ayer

Perry Hurd