

The Regular meeting of the McGill Town Council was held on October 15, 2013 at the McGill Community/Senior Center located at the top of Avenue K at 7:00 P.M.

The following Council Members were in attendance:

Bob Winder, Chairman  
Roxane Ballandby, Vice-Chairperson  
Mike Borovansky, Member  
Ed Dubrutz, Member  
Sheri Mishler, Member

Also in attendance:

Delores Manchester, Secretary/Town Clerk  
Mike Coster, WPC Commissioner Liaison  
Stacy Laird, McGill Revitalization Ass. & Business Rep.  
Cynthia Angelopoulos, McGill Revitalization Ass.  
Lee Garcia, McGill Volunteer Fire Chief  
Susan A. Merwin  
Elizabeth Bulloch, IonoWeb  
Ian Bulloch, IonoWeb

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Council Chairman Winder called the meeting to order – calling upon Council Member Mishler to lead the Council and audience in the Pledge of Allegiance.

Council Member Mishler led the Council and audience in the Pledge of Allegiance.

PUBLIC COMMENT:

Council Chairman Winder called for comments from the audience.

There was no comments made at this time.

USE OF STOREROOM LOCATED IN MCGILL SENIOR/COMMUNITY CENTER:

Council Chairman Winder referred to a memo from the McGill secretary with an anonymous note attached to it. The note stated that the storeroom was a mess and needed to be cleaned up. The memo from the secretary explained that the storeroom had never been rented out to anyone. The chairs and tables that are currently being stored in this room belong to the Town Council, there is a file cabinet and storage closet that belongs to the Town Council, and there are a few Christmas decorations that belong to the Town Council.

Council Member Mishler explained that the MCAC has purchased some tubs and they recently had Halloween decorations donated to them. Before they stored anything in that room, they obtained permission from a Council Member.

Comments/suggestions were made, such as: who will be responsible if anything was to get broken, it is not felt that a public building should be used for any type of storage as that would be in direct conflict with private businesses, if one volunteer group was allowed to store items in the public building, then other groups should also be allowed to use the storeroom, and any liability, losses, or damage will fall back on the Town Council.

Council Chairman Winder pointed out that it was the attitude of the letter that came to the Council's attention.

Council Member Dubrutz noted that if the condition of the storeroom continues, then he would suggest that the Council not allow anyone but the Town Council to utilize the area. There are Town Council files stored in that room, even if the file cabinet is locked, the Council cannot take the risk of having those files compromised.

Council Chairman Winder pointed out that the storeroom has tables and chairs stored in that room and there will be times when people will need access. Possibly the basement of the Senior/Community Center could be utilized for storage.

After further discussion, Council Member Dubrutz motioned to discontinue public use of the storeroom located at the back portion of the McGill Senior/Community Center. If anyone requires access to the tables, chairs, movie screen, etc. they can contact the secretary for access.

Council Vice-Chairperson Ballandby agreed, and seconded the motion.

Motion was carried by a unanimous vote.

The secretary was directed to notify the persons who have items stored in the storeroom that they need to remove their items before the door gets locked.

#### STATUS REPORT ON ABATEMENT MEETING WITH BOCC:

Council Chairman Winder reported to the audience that he, Council Member Dubrutz, the McGill secretary, Stacy Laird, and Cynthia Angelopoulos attended the public hearing on October 7, 2013. The BOCC agreed that the Standard Market building posed a danger and a blight to the community. They had also recessed the public hearing until the Regular County Commission meeting on October 9, 2013 allowing time to prepare the resolution.

Council Chairman Winder read into the record a letter dated September 12, 2013 from Mr. O'Neal authorizing Jim Assuras to represent and act on his behalf at the Public Hearing. He also read WPC BOCC Resolution Number 2013-12 into the record (both documents are on file in the WPC Clerk's Office and McGill Town Council Office).

Council Chairman Winder explained that after the owners of the Standard Market building have been served, they then have 5 days to begin to bring the building up to code, have a structural engineer assess the building, and/or demolish the building.

County Commissioner Coster explained further, stating that the BOCC will need to keep on top of this. Serving the owner of the property will be the issue. Also, if the owners of the building fail to comply, then the County can go in and abate the building; however, he asked the question if the abating of the building should exceed the total value of the building, then what will happen. There are a lot of abandoned buildings in White Pine County, this is the first in many years, so it will be a learning lesson. He does feel that McGill Town Council and the White Pine Board of County Commissioners did the right thing, as it is for the safety of the public.

RATIFICATION OF MOTIONS, SECONDS, AND VOTES BY COUNCIL VICE-CHAIRPERSON BALLANDBY SINCE JANUARY 15, 2013:

Council Chairman Winder explained that the Town Council received correspondence from the WPC Clerk stating that Council Vice-Chairperson Ballandby failed to take the Oath of Office when she was reappointed. Council Vice-Chairperson Ballandby stated that she did take the Oath earlier, but she did appear in the Clerk's Office and was administered the Oath of Office again. The Council sent correspondence to the District Attorney requesting a legal opinion as to what the Council could do to make the votes of Council Vice-Chairperson Ballandby valid.

The secretary explained that when she worked in the Clerk's Office many years ago, a similar situation occurred, and it had been required, at that time, to have that particular board ratify all the past votes. McGill received correspondence stating that Council Vice-Chairperson Ballandby had been re-appointed effective January, 2013. She went back and prepared all the motions, seconds, and votes during the year 2013. The agenda item is to ratify those votes.

Council Chairman Winder read 35 motions, seconds, and votes into the record (a copy of those motions are attached to these minutes, and a copy is on file in the WPC Clerk's Office and the McGill Town Council office).

Council Member Borovansky motioned, that whenever a Council Member is administered an Oath of Office, that a copy of that Oath be made part of the Town Council's record and files.

Council Member Dubrutz seconded the motion.

Motion was carried by a unanimous vote.

Council Member Mishler motioned to ratify all 35 motions, seconds, and votes that had been read into the record and attached to these minutes.

Council Member Borovansky seconded the motion.

Motion was carried by a unanimous vote.

POSSIBLE ADOPTION OF AN EXPANDED PURCHASE POLICY, SETTING LIMITS TO PURCHASES, AUTHORIZED PERSONS TO MAKE PURCHASES, ACQUISITIONS OF PURCHASE ORDERS, ETC:

Council Member Dubrutz explained that this agenda item was brought forth by his request. He has noticed there has been purchases made that have not been authorized by the Town Council, so he feels that the Council's purchase policy needs to be updated.

The secretary explained that presently the Town Council follows the NRS if a purchase is over \$5,000 by sending cost proposals to at least 3 vendors, if the purchase is over \$10,000 then it is advertised for bids. The Council has also adopted the WPC spending limit of anything over \$250 requires a purchase order. Also, there have been times when bills, or statements, are received that she has to research, such as, she received a statement from C & B Auto in the amount of \$69.45 that was charged but she was not aware of, she will have to contact the vendor, obtain an invoice to verify the signature and determine if she has coded that expense properly. Once a year, or if there are any changes in Council or staff, she sends correspondence to all vendors the Council does business with to notify them who has authorization to charge.

Council Member Dubrutz motioned to establish a new purchase policy by the McGill Town Council whereby any purchases over \$50 require approval of 3 Town Council Members, and any purchase of over \$250 is to be placed on the agenda for formal approval.

Council Vice-Chairperson Ballandby seconded the motion.

Motion was carried by a unanimous vote.

The Council directed the secretary to add to their agenda "Approval of Bills and Purchase Authorizations".

APPROVAL OF MINUTES:

Council Member Borovansky motioned to approve the McGill Town Council minutes dated September 17, 2013 with one noted correction that the parade will be on December 14<sup>th</sup>.

Council Member Mishler seconded the motion with the stated correction.

Council Member Dubrutz abstained from voting due to being absent from that meeting.

Motion was carried by a majority vote.

CORRESPONDENCE:

Correspondence received or mailed since the previous meeting was listed as follows:

1. CEDS report dated September 19, 2013
2. CEDS report dated September 26, 2013
3. CEDS report dated October 3, 2013
4. CEDS report dated October 10, 2013
5. Letter to WPC District Attorney requesting legal opinion regarding the appointed status of Council Vice-Chairperson Ballandby.
6. Deposit of funds in the amount of \$33 dated October 4, 2013
7. McGill Ruth Water agenda for September 23, 2013
8. Deposit of funds in the amount of \$33 for September 25, 2013
9. Deposit of funds in the amount of \$20 for rental of center.
10. Memo requesting transfer of funds from 280-503-52465 into line item 280-503-52120.
11. Memo requesting purchase order for the purchase of fire department training materials.
12. Deposit of funds in the amount of \$20 – donation toward McGill fireworks
13. Senate Bill 343 regarding licensing of certain ATVs seating 2 or more.
14. Copy of letter to WPC BOCC from James O’Neal regarding representation at public hearing.
15. WPC BOCC Resolution No. 2013-12 regarding the abatement of the Standard Market Building.
16. Note from Mr. Gianopoulos in reference to a street light that is out.

APPROVAL OF BILLS:

The following bills were read into the record:

Sanitary Septic Service (Labor Day potties)	\$372.80
OPI (monthly contract)	29.99
Pony Express Service Mart (park gasoline)	247.11
Alert-Corp (fire prevention materials)	517.00
IonoWeb (quarterly maintenance – 2 quarters)	270.00

C & B Auto Parts Store 69.45 \*\*\*  
(coded to auto repairs until the invoice is verified)

\*\*\* It was noted that the secretary needs to obtain the proper documentation on the C & B Auto expenditure before it is sent to the WPC Finance Department for payment.

Council Member Dubrutz motioned to approve the bills as read.

Council Member Borovansky seconded the motion.

Motion was carried by a unanimous vote.

NUISANCE ABATEMENTS:

No nuisance abatement concerns were brought before the Council at this time.

ANIMALS AT LARGE/VICIOUS DOGS:

No animals at large incidences were reported at this time.

PARK MAINTENANCE:

Council Member Borovansky explained that McGill's Park Manager (Woody Robinson) has voluntarily ended his summer employment this week, and agreed to return next summer. Also the Parks Assistant, Jonathan Pay, will end his summer employment next week and hopes to return next summer.

The secretary was directed to prepare the Personnel Action Forms for both employees with the stipulation that they will both return as McGill's seasonal workers, and place this matter on the next agenda for approval.

FINANCIAL REPORT:

The secretary reported that McGill is now 25% into their budget year with 41% spent. This figure includes all of the purchase order obligations that McGill Town Council obtained at the beginning of the budget year. The actual expenditures are not as high.

FIRE/EMT REPORTS:

McGill Volunteer Fire Chief, Lee Garcia, addressed the Council showing the packet that will be presented at the McGill Grade School during fire prevention week. While they are at the grade school, they will also perform their regular fire inspections. They now have 25 volunteer firemen enrolled, 95% of them have been trained and some have proceeded to higher levels of training. The hay ride has been moved forward to December 7<sup>th</sup>. The volunteer fire department

will bag groceries to earn turkeys to be given away during their annual food drive. They have also offered to assist unloading the shipments at Bradley's Bestway Market. The McGill Volunteer Fire Department responded to 27 calls last month. One of those calls was the illegal burning of trash. He assured the Council that their volunteer firemen will move forward with all training opportunities available.

#### STREET LIGHTS:

Council Chairman Winder reported that there are presently 11 street lights that are out, or that are flicking on and off. He drove around town to inspect all the lights. The light reported by Mr. Gianopoulos was already on his list. He has already faxed the list of lights out to Linnell Electric, but if he missed one, there is still time to add it to the list.

#### STREETS & STREET SIGNS:

Council Member Dubrutz noted that he had not heard from Road Supervisor Bill Miller this past months, so he would assume all is well.

#### CULTURAL CENTER REPORT:

Council Vice-Chairperson Ballandby reported that the Harvest Fest is from 1 to 5 and they will have games, food, and cocoa.

#### NEIGHBORHOOD WATCH PROGRAM:

Council Member Borovansky reported that the Neighborhood Watch held another well attended meeting. Deputy Pedersen was on hand to provide a power point presentation and he handed out copies of Senate Bill 343 regarding off road vehicles. There has been a rash of vehicle break-ins in McGill and he would suggest that people lock and secure their doors and vehicles. Next month is Domestic Violence month so they will have a representative of that agency to give a presentation.

#### YOUTH/COMMUNITY ACTIVITIES:

Council Member Mishler noted that MCAC will have a Haunted House for everyone.

#### McGILL REVITALIZATION COMMITTEE:

Stacy Laird reported that the McGill Revitalization Association will hold a Halloween Party on October 31<sup>st</sup>.

The secretary explained that she has been attending the CEDs meetings each week and providing copies of the CEDs activities. Just about every meeting, they talk about volunteer groups and

due to budget cuts, more volunteer groups. Also, if the volunteer groups have non profit status, then WPC could utilize that status to obtain grant funding for the communities. She had explained to them at the CEDS meeting that McGill is very fortunate, they have many volunteer groups providing a vital service to McGill, such as: McGill Volunteer Fire Department, McGill EMTs, Kinnear Library/Cultural Center, McGill Community Activities Committee, and the McGill Revitalization Association. The purpose of listing priorities in the CEDS is to identify needs which would be helpful in future grant funding. She also delivered several copies of McGill's web page announcement to all members of CEDS. Whenever a comment comes up about a topic she will speak up and note that McGill is 1/3 the size of Ely and she will share McGill's story.

Council Chairman Winder referred to one of the written reports the secretary prepared from one of the CEDS meetings:

"I learned at this meeting that Ely, Nevada was placed #5 in the Nation on the list of small towns who have made a significant come back since the recession. I personally feel that McGill, as a smaller town, has had significant growth to their down town business district. We have a new café, existing grocery store with new expansion, antique shop, museum, bar, beauty show, second beauty shop planned, coffee shop planned, and hopefully someone will step forward to open a business in Big Al's Variety."

Council Chairman Winder requested that CEDS report be added to the McGill agenda.

#### BUSINESS PLAN/McGILL MERCHANTS REPORT:

Stacy Laird thanked Commissioner Coster for his help in repairing the damage that occurred at the Theatre due to vandals.

The secretary noted that public safety and security matters are listed in the CEDS, as well. Recently there was an incident in Ruth where a young person was attacked. Ruth Town Council had security cameras, but they had been stolen the week before. The CEDS discussed at great length the need for higher tech security cameras in the communities. By placing security cameras under the public safety portion of the CEDS, it will help identify the need for grant funding.

Stacy Laird reported that Bradley's Bestway Market is still expanding the basement variety store. They have added camping supplies and are now bringing in Christmas items.

The Council requested that she obtain a suggested Grand Opening date for the basement business so the Council can plan to be on hand.

#### PUBLIC COMMENT:

Elizabeth Bulloch, IonoWeb, reported they have added a link to the McGill Drug Store Museum and some of the Halloween events to McGill's web page. She would also note that they track

how many people visit McGill's web site. That site has been moving higher up in the search as a result of the higher number of people visiting the site.

County Commissioner Coster reported that the contract for the front porch of the McGill Senior/Community Center is being re solicited due to technicalities in the bidding process. Yes, he did help with the Theatre repairs, but others helped with their labor and by providing power for the power tools. The County has begun cleaning the property at the trailer park on Avenue A that the Council reported two months ago. White Pine County is screening the applicants for the battalion chief position and will be interviewing the selected applicants. WPC is holding a surplus equipment sale, of which the bid packets are available at the County Road Department.

A concern was expressed about so many people using the closed car/truck wash as a public restroom. Noting that it is now used so much that the smell is becoming offensive.

It was noted that the owners usually leave the area during the winter months, but once their address is located, that correspondence be sent to them informing them about their property being used so much. Ask if they can post signs to help cut down some of this use.

MEETING ADJOURNED:

There being no further business or comments to be brought before the McGill Town Council, the meeting adjourned at 8:58 P.M.