

The Special meeting of the McGill Town Council was held on February 11, 2020 at the McGill Community/Senior Center located at the top of Avenue K at 7:02 P.M.

The following McGill Town Council Members were in attendance:

Roxane Ballandby, Chairperson  
Joshua Miller, Vice-Chairman  
Cynthia Angelopoulos, Member  
Danielle Jensen, Member  
Chris Maestes, Member

Also in attendance:

Delores Manchester, secretary  
Elizabeth Francis, WPC Finance Director  
Rope Ashworth, Tri County Weed Control District  
Cheyenne Gibson, Regional Coordinator, US Census Bureau

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Council Chairperson Ballandby called the meeting to order at 7:02 P.M.

Council Vice-Chairman Miller led the assemblage in the Pledge of Allegiance.

PUBLIC COMMENT:

Council Chairperson Ballandby called for comments from the audience.  
There were no comments at this time.

TRI COUNTY WEED CONTROL DISTRICT – PRESENTATION ON NOXIOUS WEED PROGRAM IN MCGILL, AND APPROVAL OF SNPLMA MATCHING GRANT FUNDS FOR THE SPRAYING/ERADICATION OF NOXIOUS WEEDS IN MCGILL:

Rope Ashworth, Tri County Weed Control District, addressed the Council explaining that they have a unique opportunity with BLM and USFS to receive SNPLMA grant funding. They have left it up to him to contact all the rural agencies regarding this matter. He has done a preliminary assessment and it appears there is 1.35 acres of infested noxious weed in McGill. SNPLMA funding will cover the cost for spraying in the amount of 80% and the individual towns will need to come up with the remaining 20%. His estimate is approximately \$5,000.99 cost, so the McGill Town Council would have to cover the \$1,000.00 match. This will be a 3 year eradication project. They will record with GPS their spraying areas and will take pictures.

Council Chairperson Ballandby asked if this would be \$1,000 per year.  
Rope Ashworth answered in the affirmative.

The secretary referred to the map on the wall showing the areas that McGill annexed. Noting that area may require some spraying, as well. Basin Engineering will have a copy of the map showing the annexed areas.  
Rope Ashworth indicated that he did not feel the price would increase that much; however, he would obtain the map.  
Council Vice-Chairman Miller inquired about the type of tools needed.  
Rope Ashworth explained that they have many tools of the trade. Best time to treat is late July to August. The noxious weeds they are targeting is spotted nap weed and thistle.

Council Member Angelopoulos motioned to work the Tri County Weed Control District and to place within the Fiscal Year 20/21 budget the \$1,000 for the grant match.

Council Vice-Chairman Miller seconded the motion.

Motion was carried by a unanimous vote.

US CENSUS BUREAU – PRESENTATION AND APPROVAL OF WAYS TO ENSURE ACCURATE COUNT IN MCGILL:

Cheyenne Gibson, Regional Coordinator, US Census Bureau, addressed the Council explaining that she is the Nevada Coordinator. Her job is to ensure accurate counts in the rural communities for the US Census. Census is only taken once every 10 years and there are many benefits of having an accurate count. They will mail information to homes, they will go door to door, and they can set up Census counting booths. They also have a grant program. She learned that McGill has a volunteer library (Kinnear Library/Cultural Center), she has spoken with them about setting up a booth to take the census counts. This is a partner program, the grant is for \$2,000 for

computer equipment, and when they are finished, they will leave the computer with the volunteer library. She also understands that McGill Town Council will soon be moving their headquarters (meeting chambers and office) to the Kinnear Library building located on Main Street. She also understands that the volunteer library is planning on moving with them. Possibly, she can be on hand during the grand opening and will be able to take census count of the people attending the festivities.

CEDS PRESENTATION AND ACCEPTANCE OF TOWN CEDS PRIORITIES:

Elizabeth Francis, White Pine County Finance Director, addressed the Council explaining that CEDS stands for Comprehensive Economic Development Strategy. The County Commission will be working on the CEDs Grant applications. They will be looking at the slag ditch in McGill and a new storm drainage system for the Town of McGill. The storm drainage system will most likely be done in phases over a period of 5 years or longer. CEDs is a community development project, some of the factors that will be considered is safety in the county and improvements to the infrastructure that will result in the community safety. They can also work on drainage, sidewalks, curbs, and gutters. Projects can also include expanding economy, cleaning abandoned homes and buildings, alternate water resources, etc.

Council Chairperson Ballandby asked if this could be used to help it be easier to open a new small business, possibly tax incentives, or lower taxes for the first few years.

Finance Director Francis explained that they have the ability to work with “Small Business Administration” to help attract new businesses. She would like to know what McGill’s goals are.

Council Vice-Chairman Miller noted that McGill would like to promote new housing.

Council Chairman Ballandby, added that low income housing for seniors would be helpful.

The Council listed some of their priorities as follows:

1. Develop/Improve Community Infrastructure to provide for safe, healthy and sanitary conditions throughout the community including, but not limited to:
  - a. Effective drainage
  - b. Sidewalks
  - c. Curbs & gutters
  - d. Water and sewer
  - e. Invest in more cost effective and efficient lighting
  - f. Pursue development of low-income housing/apartments
  - g. Pursue development of senior housing/apartments
  - h. Address blighted homes including those in the name of absentee landowners
  - i. Reduce/eliminate invasive weed species
2. Maintain and develop parks and natural resources in and near the Town of McGill including but not limited to:
  - a. Continue working on the various aspects of the McGill Parks Master Plan
  - b. Maintain and continue to improve the McGill pool
  - c. Clean up and develop Bassett Lake
  - d. Identify and evaluate alternate resources to provide water to McGill
3. Work toward expanding and diversifying the economy including but not limited to:
  - a. Improve broadband options for both home and business to attract and retain businesses and the employees needed to run them
  - b. Explore the Mainstreet Program for the benefits it may bring to McGill
  - c. Promote McGill as a wonderful place to relocate business and families through:
    - Northeastern Nevada Regional Development Authority
    - Small Business Association
    - Governor’s Office on Economic Development
    - White Pine County Tourism and Recreation
  - d. Increase railroad to provide service from Currie to McGill to Ely improving commercial transportation options
  - e. Increase exposure to McGill through expanded website and various social media websites.

The Council directed the secretary to place on the next agenda to select a Council Member to work with the secretary on McGill’s website, in an effort of promoting better social media options.

McGILL TOWN BUDGET AND POSSIBLE APPROVAL OF FISCAL YEAR 2020/2021 McGILL TOWN BUDGET:

The McGill Town Council and White Pine County Finance Director, Elizabeth Francis, proceeded to study/review the budget worksheet for Fiscal Year 2020/2021

**McGILL TOWN – FISCAL YEAR 2020/2021  
BUDGET NARRATIVE**

**McGill Town – General Governmental Fund – 280-150**

Line Number	Line Item	Description of Proposed Expense	FY2019/2020	FY2020/2021
51101	Salaries & Wages	This was previously listed as contract services for the secretary/town clerk. Effective July 2012 it was required to set this as salaries with standard deductions. Secretary wages are set @ \$150 per month (6 hours per week in the office = 24 hours per month. Office hours are Tues, Wed, & Fri from 2 to 4. <b>Janitorial services</b> – position created 3 years ago @ \$10 per hour for up to 10 hours per month (not to exceed \$100 per month.	\$1,800.00  \$1,200.00 \$3,000 total	\$1,800.00  \$1,200.00
51203	PACT	Workmen’s comp (calculated by WPC Finance)	\$714.00	\$ WP Finance fill in
51206	Medicare	Medicare Premiums (calculated by WPC Finance)	\$44.00	\$ WP Finance fill in
51208	Social Security	Social Security taxes (calculated by WPC Finance)	\$112.00	\$ WP Finance fill in
52103	Operating Supplies and expenses	Consumable office supplies (paper, letterhead, ink cartridges, postage, envelopes, thank you cards = \$350.00) copy machine monthly contract @ \$29.99 per month = \$360 + \$120.00 for color copies Quarterly web site maintenance estimated @ \$135= \$540.00. Minute Book @ \$250.00 X 2 = \$500.00	\$1750.00	\$1,750.00
52143	Equipment under \$5,000.00	This line item was originally set when we paid rent for the Senior Center. Last year a new copy machine. In the event there is a need to purchase new equipment, I am asking if the Council can place some funds in this line item should anything break.	\$3500.00	-0-
52301	Telephone at Senior Center	Telephone and internet services. \$33.00 per month is reimbursed by the Kinnear Library in lieu of rent. Those funds are deposited into McGill’s misc. revenue account.	\$3300.00	\$3300.00
52303	Water and Sewer	Water and sewer service for Senior Center Building and yard. Bills are mailed directly to WPC Finance	\$500.00	\$500.00
52803	Master Policy insurance	Liability insurance premiums, are distributed by WPC Finance Office (might increase if you decide to insure street light poles)	\$3308.00	\$WP Finance fill in
52915	Contract Services	This item was moved to salaries and wages. <b>Closed.</b>	-0-	-0-

**Total for General Fund - \$ 9,420.00**

**McGill Town – Public Safety – 280- 300**

Line Number	Line Item	Description of Proposed expense	FY 2019/2020	FY 2020/2021
52103	Operating supplies and expenses	General repairs and/or improvements to the EMS building. <b>This line item is now closed</b>	-0-	\$-0-
52137	Fire Dept. supplies	Most funding for equipment is provided for by the WPC Fire District. Past expenses have covered fire training materials, volunteer safety equipment, jaws of life, fire prevention week promotional materials, etc.	\$600.00	\$600.00
52121	EMT supplies	Past expenses have covered the purchase of the 1945 ambulance to be used for parades, heavy winter jackets, safety gear, or any needed items they request. <b>Line item now closed.</b>	-0-	\$ -0-
52502	Auto repair and maint.	Most repairs have been provided by the Fire District. <b>The Fire Dept. may wish to restore the 1945 Red Cross Ambulance.</b>	\$1500.00	\$1500.00
54106	Neighborhood Watch	Neighborhood Watch is a sub-committee set up to assist the Sheriff’s Office with patrol, general operating supplies, and/or needed materials they request. <b>It had previously been suggested that security cameras be placed around town for surveillance of possible vandalism to businesses, parks, etc.</b>	\$600.00	\$600.00
52143	Equipment under \$5,000	This has been budgeted to request any costs of smaller new equipment that may be needed in relation to emergency equipment. <b>Line item now closed.</b>	-0-	\$1000.00

55110 or 53901	Capital outlay	McGill has always supported their emergency services. Current project is Brush Truck – funds have been set aside to make annual payments. Interest is listed below	\$	
59102	Capital outlay interest	If a large purchase is made on the installment plan, the item will have to go out for bid for the purchase and the financing. Once approved, the interest is shown as a separate line item (In 2016 McGill set aside \$100,000) This is an interest only line item. <b>Interest is set by Finance Dept.</b>	\$1183.00	\$1,183.00

**Total for Public Safety \$4,883.00**

**McGill Town – Public Works – 280- 400**

Line Number	Line Item	Description of proposed expenses	FY 2019/2020	FY 2020/2021
52103	Operating supplies and expenses	Purchase of annual street light inventory. Inventory used to be stored in brick shed. JW now holds the inventory	\$8000.00	\$5000.00
52301	Electricity	Uncontrolled expenses. Mt. Wheeler Power Mails monthly bills to the Finance Dept. to avoid late charges.	\$22200.00	\$22200.00
52401	Miscellaneous	This is McGill's party fund to cover expenses associated with Easter, Christmas, Labor Day, Fireworks if requested, community business support, entrance signing etc. <b>If fireworks costs are to be more than \$6,000, then we need to budget additional funds. If any donations are received, they are placed in our revenue line item account.</b>	\$13000.00	\$10000.00
52606	Facility repair and maintenance	Contract with JW Electric for labor and use of bucket truck. Bill only as needed. Policy is 5 lights out before call out. We are now requesting JW to provide a complete inventory of all street lights repaired. Several years ago McGill disconnected several street lights because of the high electrical expense. This past year a few of those lights have been reconnected.	\$12000.00	\$7000.00
52915	Contract Services Survey and mapping	Contract is with Basin Engineering. McGill maps are continually needed to be updated. Past projects included parks master plan, house numbering project, street light map, etc. <b>Would like to keep this line item open in the event we need additional maps printed.</b>	\$200.00	\$200.00
53160	Capital improvements (LED Lights)	This was a new line item created for a 3 year project to replace all street lights to LED. <b>This will be year 2 = \$25,500 each year (total amount of project \$76,500.00) 60 lights each year</b>	\$76500.00	\$25500.00
53160-142	Kinnear Library Building Capital Improvement	New line item – Town Hall/Kinnear Library renovations \$100,000.00 had been set aside with the remaining amount carried forward from the previous year. <b>WP Maint. Volunteered their services during winter months. Need to look at a storage shed in the future. Parking lot.</b>	\$13447.00	\$10000.00
54112	Promotional Materials	This fund was created by the suggestion of the WP Chamber. It covers annual dues, walking tour maps, and any other promotional materials.	\$200.00	\$200.00

**Total for Public Works - \$80,700.00**

**McGill Town – Parks Maintenance – 280-402 –**

Line Number	Line Item	Description of Proposed expenses	FY 2019/2020	FY 2020/2021
51101	Salaries & Wages	Salary for seasonal employee @ \$16.00 per hour Plus salary for seasonal assistant @ \$10 per hour	\$21500.00	\$24000.00
51102	Overtime	Used one time last year. <b>Line now closed.</b>	-0-	\$-0-
51203	PACT	Workmen's comp (calculated by WPC Finance)	\$853.00	\$ WP Finance fill in
51206	Medicare	Required expense (calculated by WPC Finance)	\$312.00	\$ WP Finance fill in
50208	Social Security	Required expense (calculated by WPC Finance)	\$1333.00	\$ WP Finance fill in
52103	Operating supplies and expenses	General supplies and materials for upgrades.	\$3000.00	\$4000.00
52143	Equipment under \$5,000	Any equipment requests costing less than \$5,000	\$9000.00	\$6000.00
52303	Water and Sewer	Uncontrolled expenses – Town Council requested that the bills be mailed to Finance Department to avoid late charges.	\$7000.00	\$8000.00

52304	Disposal Service	Uncontrolled expenses – Town Council requested that the bills be mailed to Finance Department to avoid late charges.	\$800.00	\$800.00
52501	Auto Gas & Oil	Fuel to operate park vehicles and equipment. These expenses are through the county shop or Pony Express Service Mart	\$1500.00	\$1500.00
52502	Auto repair	Repair and service of truck, lawn mower, etc.	\$1000.00	\$1000.00
52606	Facility repairs and maintenance	Repair of sprinklers, machinery, mower, fences, curbs, etc.	\$1000.00	\$2000.00
53101	Equipment over \$5,000	Any equipment costing more than \$5,000 – <b>future need to budget for a new lawn mower \$10,000 or more.</b>	\$ -0-	-0-
54118	Parks Project or Earmark Fund	This line item was set up for special projects. Prior projects included building a road, benches, BBQ. This line item may also be used for matching funds for any grants received. Also <b>REWARD includes \$500 private donation toward a reward.</b>	\$1,000.00	\$ 1,000.00 Carried forward
54119	Town Beautification	This line item was originally set up to begin making both entrances to McGill more attractive to travelers and/or tree planting projects. This line item has also been used for the purchase of bulletin boards and/or billboards. Town entrance signs and/or grant matching funds. <b>If the neon welcome signs are purchased, a new line item will need to be created for capital outlay #55110 and interest #59102</b>	\$1,000.00  *** Signs estimated at \$35,000 each	\$ 1,000.00  -0-

**Total for Parks \$51,798**

Council Vice-Chairman Miller motioned to approve the McGill Tentative Budget at \$149,850, to be adjusted for insurance and fringe benefits.

Council Member Angelopoulos seconded the motion.

Motion was carried by a unanimous vote.

PUBLIC COMMENT:

Council Chairperson Ballandby called for any further comments from the audience.

There were no further comments.

MEETING ADJOURNED:

There being no further business or comments to be brought before the McGill Town Council, the meeting adjourned at 8:34 P.M.