

The Regular meeting of the McGill Town Council was held on February 16, 2021 at the Kinnear Library/Town Hall Building located at #4 North Fourth (Main) Street at 6:00 P.M.

The following McGill Town Council Members were in attendance:

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

Also in attendance:

Delores Manchester, secretary/Town Clerk
Raymond Maestes
Stacy Laird, Business Rep/MRA
Kathryn Roman, McGill Volunteer Fire Dept.
Cody Roman, McGill Volunteer Fire Dept.
Elaine Blackham
Sami Blackham, WPC Little League President
Rudy Herndon
Brian Pay, McGill Volunteer Fire Dept.

Council Chairman Miller called the meeting to order at 6:00 P.M.

Council Vice-Chairperson Angelopoulos led the assemblage in the Pledge of Allegiance.

PUBLIC COMMENT:

Council Chairman Miller called for comments from the audience.

There were no comments at this time.

BUDGET WORKSHOP:

REVIEW OF MCGILL TOWN BUDGET NARRATIVE FOR FISCAL YEAR 2021/2022:

POSSIBLE APPROVAL OF FISCAL YEAR 2021/2022 MCGILL TOWN BUDGET:

Elizabeth Francis, White Pine County Finance Director, addressed the Council reporting that McGill now has a Fund Balance in the amount of \$204,946.65. Explaining that the fund balance is unspent funds from previous years. Those funds can continue to grow and cannot be taken from the town.

The Council proceeded to review the McGill budget and make revisions for Fiscal Year 2021/2022.

Council Member Ballandby motioned to approve the tentative McGill Town budget for Fiscal Year 2021/2022.

Council Vice-Chairperson Angelopoulos seconded the motion.

Motion was carried by a unanimous vote.

NOTE: Tentative Budget for FY2021/2022 will be shown at the end of these minutes.

REGULAR TOWN COUNCIL MEETING

PUBLIC COMMENT:

Elaine Blackham addressed the Council explaining that she is the person who had prepared the McGill Ball Park grant. She realizes there is a safety issue with the bleachers; however, she does not understand why the gates are still locked. The contractor has completed his work, it is no longer a construction zone, and there is no reason to keep the gates locked.

Rudy Herndon addressed the Council reporting that his planned Music Festival has been postponed for June, 2021. His new planned date is June 2, to June 5, 2022. He has signed the contract for work to begin on the McGill Theatre. This project will be done in 2 or 3 phases. The IOOF Hall (Middle of Everywhere) plans have been sent again to the State Fire Marshal for his final approval.

APPROVAL TO UTILIZE MCGILL BALL PARK FOR LITTLE LEAGUE SUMMER SEASON:

Sami Blackham, White Pine Little League President, addressed the Council reporting that White Pine Little League would like to utilize the McGill Ball Park for their Little League practice. She is aware that the Ball Park gates have been locked because it had been under construction. She would appreciate it if the Council could notify her as soon as the Ball Park has been opened again.

UPDATE ON PLANS FOR MCGILL BALLPARK CDBG SLUM/BLIGHT PROJECT:

It was the consensus of the Council to carry this matter on the agenda.

LISTING OF PRIORITIES FOR FUTURE SNPLMA GRANT PROJECTS IN MCGILL:

It was noted that the SNPLMA grant priorities are not due until March 31st.

Council Chairman Miller noted that he can devote time to working on this project. Council Vice-Chairperson Angelopoulos stated that she will be able to assist him.

PURCHASE OF PLAQUES FOR MEMORIAL TREES:

It was reported that the Council had wanted to have a plaque placed at the tree planted in memory of the fallen Highway Patrol Officer, they had also wanted to have another wooden plaque listing all the names of all the persons McGill Town Council had planted trees in memory of them.

Council Chairman Miller offered to conduct some research in this matter.

PUBLIC ART IDEAS – POTENTIAL MURALS AND OTHER ITEMS FOR THE TOWN OF MCGILL:

Council Chairman Miller recalled that McGill had been given a grant through the Tourism and Rec Board to paint a mural on the outside wall of a building in McGill. The mural is to make a history statement. The Town Council had selected the outside wall of the McGill Volunteer Fire Department to paint a mural showing an old ambulance and McGill's first fire truck. However, the Council learned that the mural cannot be painted on a bumpy surface, so they have been considering attaching sheet metal making a smooth surface for the mural to be painted.

Katheryn Roman, McGill Volunteer Fire Department, assured the Council that she would forward this information on to the McGill Volunteer Fire Chief.

It was the consensus of the Council to carry this matter on the agenda.

APPROVAL OF MINUTES:

Council Member Jensen motioned to approve the McGill Town Council minutes dated January 19, 2021.

Council Member Maestes seconded the motion.

Motion was carried by a unanimous vote.

PAYMENT OF BILLS/AUTHORIZATION TO PURCHASE:

The following bills were read into the record:

| | |
|-----------------------------------|---------|
| Bradley's Bestway Market | \$42.69 |
| (case of copy paper) | |
| OPI | \$33.51 |
| (copy machine contract) | |
| Bath Lumber | \$61.73 |
| (cleaning supplies) | |
| Bradley's Bestway Market | \$14.76 |
| (Neighborhood Watch refreshments) | |

Council Member Ballandby motioned to approve the above listed bills for payment.

Council Member Jensen seconded the motion.

Motion was carried by a unanimous vote.

NUISANCE ABATEMENTS:

Council Member Maestes recalled that the Town Council had reported several bags of trash piled up in the yard located at #32 Avenue A.

The Council directed the secretary to prepare a Memo to the Sheriff's Office informing him of this.

CORRESPONDENCE:

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

1. Deposit in the amount of \$60.00 for rental of the Center.
2. Letter to McGill Grade School listing suggested joint projects.
3. E-mail from WPC Grants Office re: SNPLMA questionnaire.
4. Secretary monthly report.
5. Annual self-evaluation to WPC BOCC.
6. Deposit of funds in the amount of \$400.00 for donations to tire swing.
7. Photo of Ball Park bleachers.
8. Memo to WPC Road Dept. Re: damaged street signs.
9. E-mail from Jeff Collins, Nv. Division of Environmental Protection, re: projects in McGill.

ANIMALS AT LARGE/VICIOUS DOGS:

Nothing new to report.

PARK MAINTENANCE:

Council Member Maestes recalled that McGill borrowed the gopher gassing machine last summer from the County Maintenance Department. She has noticed the gophers mounds are increasing already, so she would like to borrow the gassing machine again this year.

The Council directed the secretary to prepare the memo to the County Maintenance Dept.

It was reported that the McGill dump trailer disappeared, a police report was filed, but the trailer was returned 3 days later. Also P-10 and the dump trailer has been taken to the White Pine County Road Department for servicing, and they will be stored there until spring.

FINANCIAL REPORT:

The secretary reported there are 5 months remaining in the McGill FY2020/2021 budget. 49% of the projected revenues have been received and 21% of the budget remains (that amount includes any encumbrances such as outstanding purchase orders, etc).

FIRE/EMT REPORTS:

Katheryn Roman, McGill Volunteer Fire Department, reporting that this past month they had 1 standby, 2 cancelled calls, and 4 medical calls. The McGill ambulance has been returned to McGill and #211 has been returned from being repaired. Presently there are 19 active members to the McGill Volunteer Fire Department.

STREET LIGHTS:

It was reported that the first light on the left of Avenue K is out, the light is out on Avenue D and Smelter, and the new LED light across from #13 Sixth Street is not working.

It was also reported there is a street light wooden pole that appears to have a long split.

The Council directed their secretary to prepare correspondence to Mt. Wheeler Power asking if they could assess the pole for structural integrity.

STREETS & STREET SIGNS:

It was reported there is a tree blocking the street sign located at the corner of Avenue I and First Street.

The Council directed the secretary to prepare the necessary Memo to the Road Dept. informing them of this.

NEIGHBORHOOD WATCH PROGRAM:

Council Member Jensen reported there were only 5 persons in attendance at the last McGill Neighborhood Watch meeting. McGill has been quiet.

It was recalled that the previous year they had discussed developing a "Tagging Board". Possibly the McGill Neighborhood Watch could schedule this matter for discussion.

YOUTH/COMMUNITY ACTIVITIES:

Nothing new to report.

BUSINESS PLAN/McGILL MERCHANTS REPORTS:

Council Member Ballandby noted that there has been some lots listed for sale in McGill's Business District that people might be interested in.

CULTURAL CENTER/LIBRARY REPORT:

No report given.

McGILL REVITALIZATION ASSOCIATION:

Stacy Laird, McGill Revitalization Association, addressed the Council that they will begin working on a bake sale. They are also preparing to assist the Easter Bunny when he comes to town.

McGILL HISTORICAL DRUG STORE MUSEUM:

It was reported that the McGill Drug Store Museum is regularly opening on Thursdays, Fridays, and Saturdays.

PUBLIC COMMENT:

Council Chairman Miller called for any additional comments from the audience. There were no further comments.

MEETING ADJOURNED:

There being no further comments or business to be brought before the McGill Town Council, the meeting adjourned at 7:40 P.M.

NOTE: BELOW IS THE TENTATIVE BUDGET FOR FISCAL YEAR 2021/2022.

**McGILL TOWN – FISCAL YEAR 2021/2022
BUDGET NARRATIVE**

McGill Town – General Governmental Fund – 280-150

| Line Number | Line Item | Description of Proposed Expense | FY2020/2021 | FY2021/2022 |
|-------------|---------------------------------|--|---|------------------------------|
| 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. Janitorial services – 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. A new copy machine in 2019. 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. | \$3300.00 | \$2000.00 |
| 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 | \$4000.00 |
| 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 | \$3308.00 |
| 52915 | Contract Services | This item was moved to salaries and wages. Closed. | -0- | -0- |

Total for General Fund - \$

McGill Town – Public Safety – 280- 300

| Line Number | Line Item | Description of Proposed expense | FY 2020/2021 | FY 2021/2022 |
|-------------|-----------|---------------------------------|--------------|--------------|
|-------------|-----------|---------------------------------|--------------|--------------|

| | | | | |
|----------------|---------------------------------|---|-----------|------------|
| 52103 | Operating supplies and expenses | General repairs and/or improvements to the EMS building. This line item is now closed | -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. Line item now closed. | -0- | \$ -0- |
| 52502 | Auto repair and maint. | Most repairs have been provided by the Fire District. The Fire Dept. may wish to restore the 1945 Red Cross Ambulance. | \$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. It had previously been suggested that security cameras be placed around the Town Hall for surveillance of possible vandalism to businesses, parks, etc. | \$600.00 | \$1000.00 |
| 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. Line item now closed. | -0- | \$-0- |
| 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 | \$ | -0- |
| 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 toward a new truck. This is an interest only line item. Interest is set by Finance Dept. | \$1024.00 | \$1,024.00 |

Total for Public Safety \$

McGill Town – Public Works – 280- 400

| Line Number | Line Item | Description of proposed expenses | FY 2020/2021 | FY 2021/2022 |
|-------------|--------------------------------------|--|--------------|--------------|
| 52103 | Operating supplies and expenses | Purchase of annual street light inventory. Inventory is stored in brick shed next to Standard Market. With new LED light project, possibly this line item can be reduced. | \$5000.00 | \$2500.00 |
| 52301 | Electricity | Uncontrolled expenses. Mt. Wheeler Power Mails monthly bills to the Finance Dept. to avoid late charges. \$2,000 reduction in billing due to LED light project | \$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. 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. | \$10000.00 | \$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. 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. | \$7000.00 | \$5000.00 |
| 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. We need to update our Map to include address changes and portions left out of the original map. | \$200.00 | \$2000.00 |

| | | | | |
|---------------|--|--|------------|------------|
| 53160 | Capital improvements (LED Lights) | This was a new line item created for a 3 year project to replace all street lights to LED. This will be year 3 = \$25,500 each year (total amount of project \$76,500.00) 60 lights ea year | \$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. WP Maint. Volunteered their services during winter months. Need to look at a storage shed in the future. Parking lot. | \$10000.00 | \$Closed |
| No number yet | Town Hall | Improvements to Town Hall/Purchase of Storage Shed | -0- | \$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 - \$

McGill Town – Parks Maintenance – 280-402 –

| Line Number | Line Item | Description of Proposed expenses | FY 2020/2021 | FY 2021/2022 |
|-------------|----------------------------------|---|---|--------------------------------|
| 51101 | Salaries & Wages | Salary for seasonal employee @ \$16.00 per hour Plus salary for seasonal assistant @ \$10 per hour | \$24000.00 | \$24000.00 |
| 51102 | Overtime | Used one time last year. Line now closed. | -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. | \$4000.00 | \$4000.00 |
| 52143 | Equipment under \$5,000 | Any equipment requests costing less than \$5,000 | \$6000.00 | \$6000.00 |
| 52303 | Water and Sewer | Uncontrolled expenses – Town Council requested that the bills be mailed to Finance Department to avoid late charges. | \$8000.00 | \$30000.00 |
| 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 | \$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. | \$2000.00 | \$2000.00 |
| 53101 | Equipment over \$5,000 | Any equipment costing more than \$5,000 – future need to budget for a new lawn mower \$15,000 or more. | \$ -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 REWARD includes \$500 private donation toward a reward. | \$1,000.00 Carried forward | \$ 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. If the neon welcome signs are purchased, a new line item will need to be created for capital outlay #55110 and interest #59102. WEED CONTROL | \$1,000.00 *** Signs estimated at \$35,000 each | \$ 1,000.00 -0- |