

AGENDA
CITY OF FALLON – CITY COUNCIL
55 West Williams Avenue
Fallon, Nevada
October 4, 2021 – 9:00 a.m.

The Honorable City Council will meet in a regularly scheduled meeting on October 4, 2021 at 9:00 a.m. in the City Council Chambers, 55 West Williams Avenue, Fallon, Nevada.

Items on the agenda may be taken out of order. The Council may combine two or more agenda items for consideration. The Council may remove an item from the agenda or delay discussion relating to an item on the agenda at any time. Unless otherwise allowed by the City Council, public comments by an individual will be limited to three minutes.

1. Pledge of Allegiance to the Flag.
2. Certification of Compliance with Posting Requirements.
3. Public Comments: General in nature, not relative to any agenda items.
No action may be taken on a matter raised under this item until the matter has been specifically included on an agenda as an item upon which action will be taken. **(For discussion only)**
4. Consideration and possible approval of council meeting minutes for May 19, 2021, June 7, 2021, June 10, 2021 and June 21, 2021. **(For possible action)**
5. Approval of Warrants: **(For possible action)**
 - A) Accounts Payable
 - B) Payroll
 - C) Customer Deposit
6. Public Comments **(For discussion only)**
7. Council and Staff Reports **(For discussion only)**
8. Executive Session (closed):
 - Discuss Litigation Matters **(For discussion only)** (NRS 241 et.seq.)
 - Negotiations with Operating Engineers Local Union No. 3 **(For discussion only)**
 - Negotiations with Fallon Peace Officers Association **(For discussion only)**

This agenda has been posted on or before 9:00 a.m. on September 29, 2021 at City Hall, District Court Building, Churchill County Office Complex, Churchill County Public Library and posted to the City's website (<https://fallonnevada.gov>) and the State of Nevada public notice website (<https://notice.nv.gov/>). Members of the public may request the supporting material for this

meeting by contacting Elsie M. Lee, Deputy City Clerk, City Clerk's Office, City Hall, 55 West Williams Avenue, Fallon, Nevada, (775) 423-5104. The supporting material for this meeting is also available to the public on the City's website (<https://fallonnevada.gov>) and the State of Nevada public notice website (<https://notice.nv.gov/>).


Elsie M. Lee

NOTICE TO PERSONS WITH DISABILITIES: Reasonable effort will be made to assist and accommodate physically handicapped persons desiring to attend the meeting. Please call the City Clerk's Office at 423-5104 in advance so that arrangements may be conveniently made.

October 4, 2021

Agenda Item 4

Consideration and possible approval of council meeting minutes for May 19, 2021, June 7, 2021, June 10, 2021 and June 21, 2021. **(For possible action)**

MINUTES
CITY OF FALLON
55 West Williams Avenue
Fallon, Nevada
May 19, 2021

The Honorable City Council met in a special Council meeting on the above date in the Council Chambers, 55 West Williams Avenue, Fallon, Nevada.

Present:

Mayor Ken Tedford
City Councilman James Richardson
City Councilwoman Kelly Frost
City Clerk-Treasurer Sean Richardson
Deputy City Clerk Elsie Lee
Deputy City Attorney Trent deBraga

The meeting was called to order by Mayor Tedford at 9:00 a.m.

Mayor Tedford led the Pledge of Allegiance.

Mayor Tedford inquired if the agenda had been posted in compliance with NRS requirements.

Deputy City Clerk Elsie Lee advised that the agenda was posted in compliance with the NRS requirements.

Public Comments

Mayor Tedford inquired if there were any public comments. He noted that comments are to be general in nature, not relative to any agenda items. No action may be taken on a matter raised under this item until the matter has been specifically included on an agenda as an item upon which action will be taken.

No comments were noted.

Public Hearing on the Tentative Budget for the fiscal year ending June 30, 2022 (for discussion only)

City Clerk-Treasurer, Sean Richardson informed the Council that as part of the budget process the City is required to have a tentative budget hearing that allows the public the opportunity to participate in our budget process. The tentative budget was originally submitted to the Department of Taxation by the April 15th deadline. As of April 16th, we have maintained a copy of this tentative budget on file here and have submitted a copy to the County Board of Public Inspection for inquiries. As of today, I have not received any inquiries from the public or the County, regarding the tentative budget. The Department of Taxation provides an extensive review of our submitted tentative budget to ensure the formulas are complete and accurate, check for typos, and ensure that the prescribed forms are correct and updated. We received a letter on

May 5th, that is included in the agenda, from the Department of Taxation stating that it follows all the required laws and regulations. As required, we placed a publication in the LVN on May 12th, stating the date and time of this hearing to comply with that law. That two-week window to have the hearing would be May 17th through May 31st. Today is May 19th, so we have complied with that requirement.

Mayor Tedford inquired if the Council or public had any questions or comments for Sean. No comments were noted.

Consideration and possible adoption of Final Budget for fiscal year ending June 30, 2022

City Clerk-Treasurer Sean Richardson informed the Council that for the tentative budget we relied heavily on the local government projections provided by the Department of Taxation. I look at revenue history and the trends of the past to compile the revenue sources. The expenditures were done on this same wavelength, we use personnel expenses based on how we are staffed today, and how we will be staffed moving forward. With all this information, and not receiving any changes or comments prior to this meeting or today during this public hearing, the staff would like to recommend approval of the final budget as submitted, with no changes. If approved, I would forward this budget over to the Department of Taxation by the June 1st deadline.

Mayor Tedford inquired if the Council or public had any questions or comments for Sean. No comments were noted.

Councilwoman Frost motioned to approve the Final Budget for fiscal year ending June 30, 2022; seconded by Councilman Richardson and approved with a 2-0 vote by the Council.

Mayor Tedford wanted the record to reflect that Councilwoman Kent is currently in a power class held by the University for elected officials, and that is why she was unable to attend this meeting. Mayor Tedford thanked Sean for all his work with putting the final budget together.

Public Comments

Mayor Tedford inquired if there were any public comments. He noted that comments are to be general in nature, not relative to any agenda items. No action may be taken on a matter raised under this item until the matter has been specifically included on an agenda as an item upon which action will be taken.

No comments were noted.

Council and Staff Reports

Mayor Tedford inquired if there were any Council or staff reports.

No comments were noted.

Executive Session

Mayor Tedford tabled the executive session, as it was not needed at this time.

Adjournment

There being no further business to come before the Council, Mayor Tedford adjourned the meeting at 9:05 a.m.

Mayor Ken Tedford

Attest: _____
Sean C. Richardson, City Clerk-Treasurer

DRAFT

**MINUTES
CITY OF FALLON
55 West Williams Avenue
Fallon, Nevada
June 7, 2021**

The Honorable City Council met in a regularly scheduled Council meeting on the above date in the Council Chambers, 55 West Williams Avenue, Fallon, Nevada.

Present:

Mayor Ken Tedford
City Councilman James Richardson
City Councilwoman Kelly Frost
City Councilwoman Karla Kent
Public Works Director Brian Byrd
Deputy City Clerk Elsie Lee
Deputy City Attorney Trent deBraga
Captain Kristopher Alexander

The meeting was called to order by Mayor Tedford at 9:00 a.m.

Mayor Tedford led the Pledge of Allegiance.

Mayor Tedford inquired if the agenda had been posted in compliance with NRS requirements.

Deputy City Clerk Elsie Lee advised that the agenda was posted in compliance with the NRS requirements.

Public Comments

Mayor Tedford inquired if there were any public comments. He noted that comments are to be general in nature, not relative to any agenda items. No action may be taken on a matter raised under this item until the matter has been specifically included on an agenda as an item upon which action will be taken.

No comments were noted.

Consideration and possible approval of a Professional Services Contract with J-U-B Engineers, Inc. for construction administration support services relating to the Runway 3-21 Edge Light Replacement project, PWP-CH-2021-251, in the amount of One Hundred Forty-Nine Thousand Nine Hundred Seventy-Four Dollars (\$149,974.00), contingent upon final approval of FAA grant funding

Public Works Director Brian Byrd greeted the Council and informed the Council that the City has been tentatively approved for a FAA grant to complete the Runway 3-21 Edge Light Replacement project at the Fallon Municipal Airport. This follow-up professional services contract is needed to provide construction support services, inspection, and materials testing during the construction phase of the project, which is required by the FAA. J-U-B Engineers,
June 7, 2021 Fallon City Council Meeting

Inc. was previously awarded an open-ended contract to provide a variety of engineering services for the airport and this particular contract. City staff recommends approval of a Professional Services Contract with J-U-B Engineers, Inc., contingent upon final approval of FAA grant funding. This project will be funded by the FAA at 100%.

Mayor Tedford inquired if the Council had any questions.

Councilwoman Kent asked if they are going to be performing the actual construction of the lights, or if they will just be overseeing the project.

Public Works Director Byrd informed the Council that the FAA requires an engineer to oversee the construction phase of the project. Last Council Meeting, Silver Sabre Electric was awarded the actual construction and implementation of the contract, and J-U-B is the engineer of record construction management services, special inspections, and those types of things. Typically, both these agenda items would be on the same agenda, but because we are in a transitional year between Atkins and J-U-B, we needed additional time to prepare the agreement.

Mayor Tedford inquired if there were any comments or questions.

No further comments were noted.

Councilwoman Kent motioned to approve the Professional Services Contract with J-U-B Engineers, Inc. for construction administration support services relating to the Runway 3-21 Edge Light Replacement project, PWP-CH-2021-251, in the amount of One Hundred Forty-Nine Thousand Nine Hundred Seventy-Four Dollars (\$149,974.00), contingent upon final approval of FAA grant funding; seconded by Councilman Richardson and approved with a 3-0 vote by the Council.

Presentation of the Police Department report for April 2021

Captain Kristopher Alexander greeted the Council and informed the Council that Page 2 shows overall calls for this year are down substantially. We saw more calls for services in the past couple of months. I think that the uprise in calls is due to the COVID-19 pandemic. Page 3 is our Crime Summary for January – December 2021 it shows not much of a change and has stayed relatively the same, along with the Arrest Summary on page 4. Page 5 moving citations and traffic warnings overall is down compared to last year. Last year we had very limited contact with the public due to the COVID-19 pandemic. I am sure these numbers will be back on the rise as we begin opening things back up and making more contact with the public, and the traveling public specifically. Traffic accidents are also down compared to last year. Private property damage is also down substantially compared to last year. The Animal Shelter numbers on page 7 are also down substantially. I would like to give our CSO Supervisor Tony Burgess kudos. He worked very well with our local animal welfare groups, as well as Humane Society of Northern Nevada, and several in California. They take many of our animals and place them for adoption. They have been very helpful and have kept our kennel population substantially down. Citizen surveys on page 8 all are either satisfied or very satisfied. Specifically, Officers Itskin, Bernard, and Atchison satisfied, very satisfied, and three that offered no opinion. Page 9, you can see the Citizen Survey comments. The Police Officer's Activities and Special Events have not provided any hotel accommodations since 2020 of last year. On April 5th and 6th, Detective Goodrick provided Indoctrination Training to NAS Fallon members. 16 attended the training on the 5th and 17 attended the training on the 6th. Officer Itskin, our Bicycle Patrol Officer, met with the Boy Scouts of America and discussed bicycle safety and rode their bicycles around for that specific event. Detective Sergeant Frandsen, Detective Goodrick, Volunteer in Policing Tom Goodsen, the Churchill County Sheriff's Office, and the Coalition participated in

the Prescription Drug Round-Up. The Churchill County Sheriff's Office was in the Walgreens parking lot, we were in the CVS parking lot. Overall, we collected 5 boxes of unwanted prescriptions. All our volunteers volunteered 60 hours of service to the agency in April. Sergeants Perez and Babiarz attended SWAT Command Decision Making and Leadership Training in Reno April 4-9. Officer Itskin attended First Line Supervisor Training at POST Academy April 19-30. One thing I would like to point out is all the members of our Police Department participated in CPR and First Aid Certification/Recertification. I would like to give a special shout-out to Chief Dooley and Alex Haffner, who specifically trained our agency in two different events at a very minimal cost to the City. This was very much appreciated, and they were very flexible with our schedule as well. Sergeant Dan Shyne completed Supervising Patrol Critical Incidents virtually that was hosted by NTOA (National Tactical Officer's Association) April 19-30.

Councilwoman Frost inquired about page 9 of the citizen comments. Are we keeping an eye on that neighbor situation? I know that we can't go into detail.

Captain Alexander stated that they are watching the situation, and he could talk to her more specifically later regarding the incident. I don't think it is as "dire" as he insists it is. We are aware of it and know what is going on, and we have reached out to him.

Mayor inquired if there were any questions from the Council or the public.

No further comments were noted.

Public Comments

Mayor Tedford inquired if there were any public comments. He noted that comments are to be general in nature, not relative to any agenda items. No action may be taken on a matter raised under this item until the matter has been specifically included on an agenda as an item upon which action will be taken.

No comments were noted.

Council and Staff Reports

Mayor Tedford inquired if there were any Council or staff reports.

No comments were noted.

Executive Session

Mayor Tedford tabled the executive session, as it was not needed at this time.

Adjournment

There being no further business to come before the Council, Mayor Tedford adjourned the meeting at 9:13 a.m.

Mayor Ken Tedford

Attest: _____
Sean C. Richardson, City Clerk-Treasurer

**MINUTES
CITY OF FALLON
55 West Williams Avenue
Fallon, Nevada
June 10, 2021**

The Honorable City Council met in a special Council meeting on the above date in the Council Chambers, 55 West Williams Avenue, Fallon, Nevada.

Present:

Mayor Ken Tedford
City Councilwoman Kelly Frost
City Councilwoman Karla Kent
Deputy City Clerk Elsie Lee
Deputy City Attorney Trent deBraga

The meeting was called to order by Mayor Tedford at 1:00 p.m.

Mayor Tedford led the Pledge of Allegiance.

Mayor Tedford inquired if the agenda had been posted in compliance with NRS requirements.

Deputy City Clerk Elsie Lee advised that the agenda was posted in compliance with the NRS requirements.

Public Comments

Mayor Tedford inquired if there were any public comments. He noted that comments are to be general in nature, not relative to any agenda items. No action may be taken on a matter raised under this item until the matter has been specifically included on an agenda as an item upon which action will be taken.

No comments were noted.

Approval of Warrants

- A) Accounts Payable
- B) Payroll
- C) Customer Deposit

Councilwoman Kent motioned to approve the accounts payable, payroll and customer deposit warrants; seconded by Councilwoman Frost and approved with a 2-0 vote by the Council.

Mayor Tedford stated he wants the record to reflect that Councilman Richardson is out-of-town.

Public Comments

Mayor Tedford inquired if there were any public comments. He noted that comments are to be general in nature, not relative to any agenda items. No action may be taken on a matter raised under this item until the matter has been specifically included on an agenda as an item upon which action will be taken.

No comments were noted.

Council and Staff Reports

Mayor Tedford inquired if there were any Council or staff reports.

Councilwoman Frost thanked all the staff members who put on the recognition ceremonies for all the students.

Mayor Tedford stated that he thanked Public Works and will be sure that it is passed along.

No further comments were noted.

Executive Session

Mayor Tedford tabled the executive session, as it was not needed at this time.

Adjournment

There being no further business to come before the Council, Mayor Tedford adjourned the meeting at 1:04 p.m.

Mayor Ken Tedford

Attest: _____
Sean C. Richardson, City Clerk-Treasurer

**MINUTES
CITY OF FALLON
55 West Williams Avenue
Fallon, Nevada
June 21, 2021**

The Honorable City Council met in a regularly scheduled Council meeting on the above date in the Council Chambers, 55 West Williams Avenue, Fallon, Nevada.

Present:

Mayor Ken Tedford
Councilman James Richardson – not present
City Councilwoman Kelly Frost
City Councilwoman Karla Kent
Captain Ron Wenger
Deputy City Clerk Elsie Lee
Deputy City Attorney Trent deBraga

The meeting was called to order by Mayor Tedford at 9:00 a.m.

Mayor Tedford led the Pledge of Allegiance.

Mayor Tedford announced that we would have a moment of silence for Jack Beach.

Mayor Tedford inquired if the agenda had been posted in compliance with NRS requirements.

Deputy City Clerk Elsie Lee advised that the agenda was posted in compliance with the NRS requirements.

Councilman James Richardson was absent for this Council meeting.

Public Comments

Mayor Tedford inquired if there were any public comments. He noted that comments are to be general in nature, not relative to any agenda items. No action may be taken on a matter raised under this item until the matter has been specifically included on an agenda as an item upon which action will be taken.

No comments were noted.

Approval of Warrants

- A) Accounts Payable
- B) Payroll
- C) Customer Deposit

Councilwoman Kent motioned to approve the accounts payable, payroll and customer deposit warrants; seconded by Councilwoman Frost and approved with a 2-0 vote by the Council.

Presentation of the Police Department report for May 2021

Captain Ron Wenger asked the Council if they had any questions regarding the graphs that have been submitted with the report included in the agenda.

Mayor Tedford inquired if there were any questions regarding the report.

No comments were noted.

Captain Wenger informed the Council that they have received their Citizen Surveys. We had very satisfied, satisfied, and no dissatisfied. Any questions? The last assistance we provided for a hotel was a one-night accommodation in December 2020, for a transient that had no local resources. We did the indoctrination May 3rd, at NAS Fallon for 19 incoming service members regarding local laws and things that would affect them in Fallon. We did the DUI Training at NAS Fallon on May 21st, and at that point Officer Bernard met with the sailors and discussed the DUI laws. They are calling us frequently for this, and had another one scheduled for June 18th, but was canceled due to the new holiday. We are doing a lot at NAS Fallon, talking to the new sailors coming in. May 20, School Resource Officer assisted Social Worker, Sean Lacow, who needed assistance in a challenge at Lahontan Elementary. Sean stated that he had 150 students register for the American Heart Association at Lahontan Elementary. Sean stated that if he had 150 students register for the American Heart Association, he would have a pie thrown in his face. The students at Lahontan exceeded Sean's expectations and Sean requested that the SRO Jacobs be the person who put the pie in his face. Officer Jacobs also participated in a fundraiser for the American Heart Association and had a bucket of slime poured on him there with the kids. May 26th, Officer Shyne gave students from Numa Elementary School a tour of the police department and provided them with student stickers. May 27th, Officers Shyne and Zamora brought their patrol vehicles to the Epworth Methodist Church to have them washed by the Hero's Club. The Hero's Club was holding a donation-based car wash. Our Volunteers In Police Services volunteered 73 hours to the agency. These duties included admin, patrol COVID-19 vaccines, training, and Helping Hand Contacts. May 3-6, Officer Bernard attended Firearms Instructor School that was hosted by POST in Carson City. May 24-28, Officer Edwards attended Crisis Intervention that was hosted by Socials Services Department in Fallon. This brought all our officers current with our Crisis Intervention Trainings.

Mayor Tedford inquired if the Council or public had any questions or comments.

No comments were noted.

Public Comments

Mayor Tedford inquired if there were any public comments. He noted that comments are to be general in nature, not relative to any agenda items. No action may be taken on a matter raised under this item until the matter has been specifically included on an agenda as an item upon which action will be taken.

No comments were noted.

Council and Staff Reports

Mayor Tedford inquired if there were any Council or staff reports.

No comments were noted.

Executive Session

Mayor Tedford tabled the executive session, as it was not needed at this time.

Adjournment

There being no further business to come before the Council, Mayor Tedford adjourned the meeting at 9:05 a.m.

Mayor Ken Tedford

Attest: _____
Sean C. Richardson, City Clerk-Treasurer