

**PAHRUMP TOWN BOARD MEETING
NYE COUNTY ADMINISTRATIVE COMPLEX
2100 E WALT WILLIAMS DRIVE
TUESDAY – 7:00 P.M.
December 13, 2011
MINUTES**

PRESENT:

Town Board:

Vicky Parker
Carolene Endersby
Dr. Tom Waters
Harley Kulkin

Staff:

Bill Kohbarger, Town Manager
Bret Meich, Attorney
Scott Lewis, Chief
Matt Luis, Buildings & Grounds Manager
Al Balloqui, Community Business and Development Services Manager
Samantha Carns, Executive Assistant

ABSENT:

Town Board:

Mike Darby

1. Call to Order, Moment of Silence, and Pledge of Allegiance.

Vicky Parker called the meeting to order announcing Mike Darby was unable to attend due to a family illness.

Tom Waters led in the moment of silence and pledge of allegiance.

2. Discussion and Possible Decision regarding Moving the Order of or Deleting an Agenda Item(s).

Mrs. Parker asked to move the consent agenda to item 5.5 and also asked to switch numbers 9 & 10.

There were no objections.

3. Presentation of Certificates to the Pahrump Valley High School Girls Soccer Team 4A State Champions.

Mrs. Parker presented the awards.

4. Presentation of Certificates of Appreciation to the Individuals Responsible for Conducting the "Halloween Safe Night" held annually at the Pahrump Nugget.

Mrs. Parker presented the awards.

5. Announcements

Carolene Endersby read the announcements.

Sandy Jennings announced the VITA program would have offices at the old Manse school from February 7th Tuesdays through Thursdays from 9am to 3pm.

Sam Jones invited all who wished to participate in making Ron Paul signs at his residence on December 17th to attend.

Butch Harper announced a military family had been chosen for a better Christmas and should anyone want to help with donations of gifts to please contact him.

Jeff Rathjen of the Pahrump Nugget thanked the community for supporting the PVYA by attending their Christmas concert.

Mr. Rathjen announced the Nugget, in conjunction with Saitta Trudeau, would be offering rides home from New Years Eve celebrations from 10pm to 2am on December 31st/January 1st.

He also announced the Nugget was asked to be part of the 9/11 unity run and therefore were looking to bring 30,000-40,000 motorcyclists to town for the event. He asked anyone who would like to help those affected by 9/11 to contact him.

Paula Elefante thanked all who helped and attended the Powwow.

Dr. Waters announced volunteers were needed for advisory boards.

Mr. Kulkin announced the BLM had sent a letter stating the Town had the legal right to proceed with the airport in the chosen location.

5.5 Discussion and Possible Decision Consent agenda items:

(was item 22)

- a. Action – Approval of Town Vouchers.*
- b. Action – Approval of Town Board Minutes for November 08, 2011.*
- c. Action – Approval to Amend Job Descriptions for the Executive Assistant and Tourism Coordinator positions within the Administration Department.*
- d. Action – Approval to Accept Mr. David Yoder’s resignation from the Pahrump Community Center Advisory Board.*
- e. Action – Approval to Accept Ms. Wendy Beilby’s resignation from the Pahrump Tourism and Convention Council.*
- f. Action – Approval to Accept Ms. Deborah Davis to the Pahrump Tourism and Convention Council.*

Mr. Kulkin motioned to approve.

Mrs. Endersby seconded.

Motion carried, 4-0.

6. Public Comment

Public comment was heard.

7. Advisory Board Reports from Advisory Board Chairpersons and/or Town Board Liaisons on the Status of Advisory Boards.

Dr. Waters encouraged citizens to apply for membership with advisory boards.

Bob Adams, Chair of the PLAB, stated BLM had promised to pay for the mitigation expenses with Last Chance Park however they had run into some budgeting issues.

He also said the equestrian community had asked for the PLAB to organize a horse only trail.

Will Bond, Secretary of the PLAB, said they were trying to form a meeting for individuals interested in the shooting park. He added the fact that Nye County had the highest percentage of gun owning residents in the country.

8. Discussion on Town of Pahrump Economic Development Report.

There were no questions on the Economic Development Report.

9. Discussion and Possible Decision to Select, Award, and Approve Funding for RFP#2011-02, Creation of a Tourism Website.

(heard as item 10)

Kelli Buffi, PTCC Chairwoman, introduced herself and fellow PTCC member, James Horton. Mrs. Buffi stated the PTCC has been looking to have a website for quite some time and, after reviewing the bids, they unanimously decided to recommend Noble Studios as their tourism experience and professional copy stood out aiding to make it the overall best submission. She said they had a staff well equipped for social media, a utility the Town of Pahrump had been looking into. She also stated that, due to their experience, Nobel would do very well in merging tourism and economic development in producing the website.

After giving information concerning the founders of Nobel Studios, Mrs. Buffi asked all business community members in the audience whose organizations contributed to the room tax fund and supported the recommendation to stand.

Mr. Horton expanded on Mrs. Buffi's statements adding that Brian K Media did not include a professional copy in his bid as required by the RFP specifications and that should anything happen to Mr. Shoemake there would be problems since he was a one man show.

Mrs. Buffi said a tourism website was an entirely different form of publication than a business or government website therefore a specialist in this field was required. She said Nobel Studios stood out from the rest with extensive experience in tourism geared websites.

Dr. Waters said he understood the PTCC's distinction however asked how they came to the decision to make this recommendation.

Mrs. Buffi said a selection committee went through six (6) proposals and brought the top three (3) forward after the PTCC as a whole reviewed the material.

After quoting NRS 320.065, Dr. Waters said after studying and listening to the PTCC meeting four times, he did not believe anything was ever said negatively about Brian K Media and relative experience had been the main issue at hand. He stated that in looking at the top two bidders the PTCC made the most appropriate decision.

Mrs. Buffi thanked Dr. Waters for seeing the fact they had been looking for a specialized company to create and maintain a specialized website.

Mrs. Endersby said she was very impressed with the caliber of submissions and asked how the PTCC saw their choices would interact with the Governor's plans for Nevada tourism.

Mrs. Buffi said the state government structure was what brought the PTCC to look further into creating a tourism website.

Mrs. Endersby asked the Chamber's opinion on this and if they had a response.

Mr. Kohbarger said he had a meeting with Mike Dreyer, Brian Shoemake, and Bill Carns a few days prior and knew the Chamber was in support of the project although they did not express support for any particular company.

Mr. Kulkin spoke of the Governor's Convention on Tourism saying tourism would aid in the creation of jobs for local citizens and therefore it was the key. He said that when making a decision he would speak with staff to find their opinions and experiences concerning items.

Mrs. Parker commented social media was the future for tourism and incredibly important and this was an alley Nobel Studios could help with over the local contractor.

Mrs. Endersby asked if the PTCC were planning any more projects which could impact funding for fiscal year 2012.

Mrs. Buffi said there were no plans for additional major projects in the fiscal year.

Mrs. Endersby stated it was her understanding social media was being handled by staffed and asked for an overview of who would be handling this for the tourism website or if it would be the same individual who handled the office aspects.

Mr. Kohbarger stated Samantha Carns was handling the social media accounts for the Town of Pahrump along with Arlette Ledbetter. He said that in the future it would be determined whether or not Ms. Carns handled tourism social media accounts or if it would be transferred to the tourism website company.

Mrs. Endersby motioned the RPF be awarded to Nobel Studios in the amount of \$28,965 to include specifications for an amount not to exceed \$31,000.

Mr. Kulkin seconded.

Public comment was heard with three (3) speaking for the motion, thirteen (13) against, and five (5) speaking neither for nor against.

Mrs. Parker chose to call an end to public comment for time.

Motion carried, 4-0.

10. Discussion and Possible Decision to Approve expending funds for Phase I of the Columbarium Project at the Veterans Section of Chief Tecopa Cemetery not to exceed \$10,500.
(heard as item 9)

Dr. Waters said they had been looking at the columbarium as many families of veterans had the ashes of their loved one(s) in their homes waiting for it and he hoped the Board would choose to move forward with funding the project.

Jose Telles, Vice Chairman of the PVMAB, introduced himself and Carl Jones, member of the PVMAB. The two proceeded to give a PowerPoint presentation concerning general information, pricing, and some of the research which went into choosing the suggested option.

Dr. Waters motioned to approve expending funds for phase I of the columbarium project in an amount not to exceed \$10,344.

Mr. Kulkin seconded.

Mr. Kulkin asked for photos of the proposed columbarium to which Mr. Jones displayed a draft drawing via the doc camera.

Mrs. Endersby asked about the funding of future phases.

Mr. Telles stated the columbarium would hold 72 niches with the Town charging \$450 per nitch. He added this fee was modeled after other veteran cemeteries as they charged \$450 since

it was granted in veteran burial benefits from the government. With this fee the columbarium would bring in over \$48,000 once full leaving over \$38,000 to finish the project therefore they would not as the Town Board for other funds as this project would eventually be self funded. He added most private cemeteries ended up with around \$12,000 in fees per person.

Mr. Sullivan verified, per Mrs. Endersby's request, these funds would be put into the cemetery fund.

Public comment was heard with one (1) speaking for the motion and two (2) speaking neither for nor against.

Motion carried, 4-0.

11. Discussion and Possible Decision to Approve Change Order #1 in the Amount of \$4,860.00 to provide 72-sheets of 5-ply CD Plywood, install new 2x4's (Approximately 100' x 2') and Install 3-new Copper Roof Drains for the Bob Ruud Community Center Roof Construction Project and All Matters Properly Related Thereto.

Mr. Luis spoke of some recent dramas concerning outside agencies since repair on the community center roof began. He said that throughout all issues Anthony Roofing had been professional and hard working even working weekends to make up for lost time which resulted from the dramas. Mr. Luis said that he was confident Anthony Roofing would continue to do such.

Mr. Kohbarger proceeded to show before and after photos of the roof.

Mr. Luis, with the help of Anthony of Anthony Roofing, detailed the processes which took place and why the work order was required.

Mrs. Endersby asked why a Contractors' Board Inspector had to step in.

Mr. Luis stated this was requested from a party whose identity had been withheld from them.

Mr. Kohbarger said a report would be submitted to the Town Board concerning the unnecessary complications which arose on both State and County levels.

Mrs. Endersby asked Anthony Roofing be completely exonerated of all allegations in this report.

Mr. Kulkin stated that in the original contract the Town Board approved to spend 'x' amount of dollars per sheet therefore this work order change fell under that agreement.

Mr. Kulkin motioned to approve Change Order #1.

Dr. Waters seconded.

Butch Clendenen, Chairman of the CCAB, said this was something discussed in depth at their meetings as board members knew problems such as this could arise.

Motion carried, 4-0.

12. Discussion and Possible Decision to Approve Funding for Kitchen Repairs/Upgrades for the Bob Ruud Community Center.

Mr. Luis stated the proposed upgrades to the kitchen included newer equipment, electrical upgrades, cabinetry, energy/cost efficiency, and user friendliness. He said they were not trying to accomplish a commercial kitchen but a kitchen which would be suitable for events. He added the changes had been spoken about and agreed upon by the CCAB.

Mrs. Endersby asked for clarification on fees as she believed the repairs and upgrades could result in a deficit.

Mr. Kohbarger stated the fees would not result in a deficit and that, if needed, the capital fund would cover any overage.

Mr. Kulkin motioned to approve funding not to exceed \$32,000.

Mrs. Endersby seconded.

Mrs. Parker thanked the CCAB for all they had done.

Public comment was heard with three (3) speaking for the motion and three (3) speaking neither for nor against.

Motion carried, 4-0.

13. Discussion and Possible Decision to Approve Staff Placing an RFP in the local and regional newspapers for one (01) Ambulance to be funded from the Capital Outlay Ambulance Fund.

Fire Chief Scott Lewis began by saying this issue was separate from the two ambulances which were previously out for RFP. He gave detail on the unit, Medic 6, saying that, due to a single vehicle accident, it could be tied up in investigations and litigation for two to three years and had extensive damages, making it vulnerable to future issues, along with high mileage.

Mrs. Endersby asked how long the process of obtaining this new ambulance would be. Chief Lewis said they were hoping to have bids in for review in January and funds from the insurance agency equal to \$25,000 would be available immediately. He added that, after litigation was complete and the opposing attorney signed off for release of Medic 6, the ambulance would still be property of the Town of Pahrump and therefore could be used for parts and/or future training exercises.

Mr. Kulkin expressed concern and suggested it may be prudent to wait until the first of the year when the two ambulances from RFP #2011-03 came in as he didn't understand the need for this additional ambulance.

Chief Lewis stated the ambulances in reserve were not completely available as one Ford was unusable and the other had over 400,000 miles.

Mr. Kulkin asked if the order for two (2) ambulances could be changed to three (3).

Legal Counsel stated that as a change to the order would result in a 50% increase, it was their suggestion the Town go out to bid again for the new ambulance.

Mrs. Endersby motioned to approve.

Dr. Waters seconded.

Public comment was heard with three (3) speaking for the motion and one (1) speaking neither for nor against the motion.

Motion carried, 4-0.

Mrs. Parker called for a ten (10) minute break.

14. Discussion and Possible Decision to Amend Pahrump Town Ordinance# 35 and Providing for Other Matters Properly Related Thereto.

Mr. Kohbarger stated PTO 35 had gone through changes eighty (80) changes and nine (9) workshops since the process of changing it began a few months prior. He added that he had spoken to each Town Board member concerning the new and proposed changes.

Dr. Waters said he agreed with Mr. Kohbarger however he did not have the opportunity to speak with citizens concerning their thoughts on the completed and proposed ordinance therefore perhaps the item could be tabled.

Mrs. Endersby agreed with tabling the item as the state was holding workshops to change their regulations in the near future. She said the Town need to ensure compliance with any changes the State may make.

Mr. Kohbarger said the changes Mrs. Endersby spoke of would not take place until around June 2013.

Mr. Kulkin stated he believed all should be considered equally and either everyone should need a license or no one should. He added the only way entities should be treated differently was in fee structure.

Mr. Kohbarger requested, should the item be tabled, it be table until the second meeting in January.

**Dr. Waters motioned to table the item until the second meeting in January.
Mrs. Endersby seconded.**

Motion carried, 3-1, with Mrs. Parker voting nay.

15. Discussion and Possible Decision to Approve Resolution #2011-12, A Resolution Adopting a Fee Structure Pursuant to Pahrump Town Ordinance No 35, as Amended.

**Mr. Kulkin motioned to table the item until the second meeting in January.
Mrs. Endersby seconded.**

Motion carried, 4-0.

16. Discussion and Possible Decision to Amend Pahrump Town Ordinance #32 and Providing for Other Matters Properly Related Thereto.

Mr. Kohbarger gave information concerning why they proposed these changes, stating the extra revenues would go to the airport. He added the Town had received ninety-one (91) letters of commitment from aircraft owners.

Dr. Waters said he was very comfortable with the Town Manager's suggestion adding into consideration for 1% going to the fairgrounds.

Mrs. Endersby concurred and stated this was an important component of moving forward with the airport project.

Mr. Kulkin added that it was no secret he felt the fairgrounds was an important part of Pahrump's future.

**Dr. Waters motioned to approve.
Mr. Kulkin seconded.**

Mr. Kohbarger said Charlie Gronda, Airport Planning Director, was available for any questions. The Board thanked Mr. Gronda for his services.

Public comment was heard with two (2) speaking against the motion and one (1) speaking neither for nor against.

Mr. Gronda, with the help of Mr. Kohbarger, stated the remainder of the airport process would take around thirty (30) months.

Mr. Kulkin pointed out the idea was to eventually become an industrial park and not only an airport.

Dr. Waters clarified there would still be progress toward the fairgrounds and that at this time something needed to be done in order to keep from losing the airport project.

Motion carried, 4-0.

Legal Counsel suggested the vote be rescinded and a new motion be made to adopt PTO 32 as amended in the backup.

**Mrs. Endersby motioned to reconsider the previous motion.
Mr. Kulkin seconded.**

Motion carried, 4-0.

**Dr. Waters motioned to adopt the amended PTO 32 as stated in the backup.
Mrs. Endersby seconded.**

Motion carried, 4-0.

17. Discussion and Possible Decision to Approve Amending the By-laws of all Advisory Boards.

Mr. Kohbarger stated this item was placed on the agenda after the PLAB asked to have a proposed change in their bylaws. After review and speaking with Town Board members, it was decided the change, along with a second amendment, would be beneficial to all advisory boards.

**Dr. Waters motioned to approve the amendments proposed in the backup.
Dr. Waters rescinded his motion upon comment from Mr. Kulkin.**

Mr. Kulkin expressed desire for a change of wording concerning absences.
Mr. Kohbarger clarified the wording and explained the briefly detailed the process of advisory board member removal due to unexcused absences.

Mrs. Endersby said she felt all boards should be made aware of the change and have input into the bylaws, perhaps in the January workshop.

**Mrs. Endersby motioned to table the item until February 14th.
Mr. Kulkin seconded.**

Mrs. Parker said the changes were so basic the item did not need to be such a big deal for the need to table especially considering the Town Board had the task of setting the rules for advisory boards. She added this was an important addition as there had been issues in the past.

Mr. Kohbarger suggested the two amendments be approved at the current meeting and additional proposals be made and considered during the advisory board workshop.

Mrs. Endersby rescinded her motion and Mr. Kulkin rescinded his second.

Dr. Waters motioned to approve.
Mr. Kulkin seconded.

Public comment was heard with two (2) speaking neither for nor against the motion.

Motion carried, 3-1, with Mrs. Endersby voting nay.

18. Discussion and Possible Decision Regarding the future of the Pahrump Community Center Advisory Board.

Mr. Kohbarger stated the advisory board was given a purpose upon its creation and that purpose had been fulfilled. He said it was now at the discretion of the Town Board to dissolve the board, extend its existence, or edit the purpose with a new goal. He added the Boundary Line Advisory Board would be on the January agenda as their six month timeline had expired.

Dr. Waters said he wished to hear the opinion of the CCAB liaison as to how they felt as did Mrs. Endersby.

Mrs. Endersby added the CCAB had worked very hard and diligently with passion and felt their existence should be extended an additional year.

Mr. Kulkin said he wished to hear from the CCAB, commenting they were a very unique and passionate board however he had some disappointment that a few members seemed to be set on a witch hunt. He said their opinions and decisions helped him to come to new opinions concerning the repair and future possibilities of this community center. He expressed a desire for a new board to determine possibilities of a new community center in the future.

Mrs. Parker said she believed the task of the CCAB was completed and they had been a tremendous help. She agreed with Mr. Kulkin concerning the formation of a new advisory board adding that members of the CCAB could apply for it although citizens with other expertise would also be appreciated.

Mrs. Endersby stated she felt there was no need to form a new board as the current board could be positively challenged by the task of ideas concerning a new community center therefore she could not agree with dissolving the CCAB.

Dr. Waters said the purpose of the CCAB could be changed to which Mr. Kulkin and Mrs. Parker responded volunteers of other backgrounds could be very helpful.

Mr. Kulkin motioned the CCAB be dissolved as of January 31, 2011

Dr. Waters asked for an amendment so the Town Board could have future requests facilitated by the CCAB.

Mr. Kulkin amended his motion to state the CCAB be dissolved as of February 29, 2011.
Dr. Waters seconded.

Public comment was heard with four (4) speaking against the motion.

Mrs. Endersby said the decision for an advisory to remain active or be dissolved should remain with the advisory board.

Motion carried, 3-1, with Mrs. Endersby voting nay.

19. Discussion and Possible Decision Regarding the future of the Fall Festival (Fair & Festival).
(heard after item 11)

Mr. Kulkin said he was looking into putting an item on the agenda within the coming months and therefore wished to table the item.

Mr. Kulkin motioned to table the item indefinitely.

Dr. Waters seconded.

Motion carried, 4-0.

20. Discussion and Possible Decision to Approve the Town to Sponsor a Community Yard Sale at the Bob Ruud Community Center and/or Petrack Park in February 2012.

Mrs. Parker said she suggested this item because citizens had been illegally selling items on street corners and such and she felt this could be a compromise. As Missy Arms, Town of Pahrump Business License Technician, began checking into the policies and procedures for such an event she realized it would become an incredible burden to staff due to the fact the state required sales tax numbers for each vendor.

Dr. Waters asked if Mrs. Parker was suggesting the item be withdrawn due to complications adding that he felt the same way as she did concerning the item as it had seemed like a great idea for the community until receiving further information from Mrs. Arms.

Mrs. Endersby commended Mrs. Parker for her thoughts and intentions when she proposed the item.

Mr. Kulkin said some individuals had set sales up in areas which were unsafe such as the corner of Mesquite and Hwy 160 which was considered a dangerous intersection without corner sales. He expressed an interest in trying to find an alternative which could get them around the legal bureaucracies and asked staff to look into it.

Item died due to lack of a motion.

21. Discussion and Possible Decision to Approval to Transfer Ambulance Fund Delinquent Accounts for July through November 2011 for Further Collection and Related Accounting Adjustments.

Mrs. Parker noted that 62% of ambulance billing resulted in bad debts.

Mr. Kulkin said he would still like to see the Town create a form for citizens 65 or older who needed help with their ambulance bill as they did not need to be hounded concerning these matters. He said he would put something concerning this on the following agenda.

Dr. Waters motioned to approve.

Mrs. Endersby seconded.

No members of the public chose to comment.

Motion carried, 3-1, with Mr. Kulkin voting nay.

22. Discussion and Possible Decision Consent agenda items:

g. Action – Approval of Town Vouchers.

h. Action – Approval of Town Board Minutes for November 08, 2011.

i. Action – Approval to Amend Job Descriptions for the Executive Assistant and Tourism Coordinator positions within the Administration Department.

- j. *Action – Approval to Accept Mr. David Yoder’s resignation from the Pahrump Community Center Advisory Board.*
- k. *Action – Approval to Accept Ms. Wendy Beilby’s resignation from the Pahrump Tourism and Convention Council.*
- l. *Action – Approval to Accept Ms. Deborah Davis to the Pahrump Tourism and Convention Council.*
(heard as item 5.5)

23. Future Meetings/Workshops: Date, Time and Location

- a. *January 09, 2012 @ 5:30 p.m. Workshop – Town Board & Advisory Boards*
- b. *Town Board Retreat – TBD*

24. Staff’s Comments

- a. *Town Manager Report*

Dr. Waters asked as to the results concerning item 4 on the Town Manager’s Report. Mr. Kohbarger responded that the results showed the cracks were not substantial. He said Gothic would submit a report to GC Wallace who would submit the report to Mr. Kohbarger and Mr. Luis who would then submit it to the Town Board.

25. Town Board Member’s Comments

Dr. Waters said he felt many people could have their questions answered if they went to advisory board meetings rather than going to Town Board meetings without all of these facts with the request Board members ignore the suggestions of their advisory boards.

Mrs. Endersby said she agreed completely with Dr. Waters on the point. She asked to direct staff to take the RFP process into review and come back to the Town Board with a better and updated proposed process.

Mr. Kulkin wished all happy holidays and suggested a New Year’s Resolution to use respect. He said everyone would not always agree however respect always needed to be exchanged. He also stated that just because there were disagreements it did not make people enemies.

Mrs. Parker agreed with Mr. Kulkin and said as the Board sometimes made hard decisions they were charged with doing what was right for the Town regardless of whether or not it was the popular choice.

She added that until one becomes a Board member they could not really realize how difficult some decisions were to make.

She wished all a Merry Christmas, Hanukkah, Kwanzaa, or other holiday celebration as well as for a great 2012.

26. Adjournment

The meeting was adjourned at 12:27am.