



AMARGOSA VALLEY TOWN BOARD MEETING

AGENDA

Amargosa Community Center

821 E. Amargosa Farm Road

Thursday

10/25/2018

7:00 P.M.

Jimmy Thomas, Chairman
Mike Cottingim, Vice Chairman
Pat Minshall, Town Clerk
Trevor Dolby, Member
Carmen Brown, Member

NOTE: Items on the agenda without a time designation may not necessarily be considered in the order in which they appear on the agenda. The items may be combined. The items may be removed. The discussion of an item may be delayed. **NOTICE:** It is anticipated that the items of business before the Town Board October 25, 2018 will be fully completed on that date. However, should item(s) not be completed, it is possible item(s) could be carried over and be heard before the Town Board beginning at 8:30 a.m. on the next day.

Public Comment during the Town Board Meeting on October 25, 2018 will be for all matters, both on and off the agenda, and be limited to three minutes per person. Additionally, public comment of three minutes per person will be heard during individual action items. The Town Board reserves the right to reduce the time or limit the total time allowed for public comment. The Town Board may prohibit comment if the content of the comments is a topic that is not relevant to, or within the authority of, the Town Board, or if the content of the comments is willfully disruptive of the meeting by being irrelevant, repetitious, slanderous, offensive, inflammatory, irrational or amounting to personal attacks or interfering with the rights of other speakers. Persons are invited to submit comments in writing on the agenda items and/or attend and make comment on that item at the Town Board meeting.

Pursuant to NRS 241.020, the Agenda for the Town Board Meeting has been posted at the following locations. Amargosa Community Center 821 E. Amargosa Farm Road, Amargosa Valley NV, Amargosa Library 829 E. Amargosa Farm Road, Amargosa Valley, NV 89020, Amargosa Clinic, 845 E. Amargosa Farm Road, Amargosa Valley, NV 89020, American First National Bank, 1600 S. Highway 373, Amargosa Valley, NV 89020, U.S. Post Office 750 E. Sage Avenue, Amargosa Valley, NV 89020, Amargosa Senior Center, 443 E. Desert Seniors Lane, Amargosa Valley, NV 89020. Support documentation for the items on the agenda, provided to the Town Board is available to members of the public at the Amargosa Valley Town Office 821 E. Amargosa Farm Road, Amargosa Valley, and NV 89020, Amargosavalleynv.com

AMARGOSA VALLEY TOWN BOARD AGENDA

ITEM # SUBJECT

October 25, 2018

NOTE: All times are approximate except for bid openings, public hearings, and any other items agenzized at a specific time. Action may be taken on all items except where otherwise indicated. Items not scheduled for a specific time may be considered at any time and in any order. Items may be pulled or removed from the agenda at any time.

Special Note: Any member of the public who is disabled and requires accommodation or assistance at this meeting is requested to notify the Amargosa Valley Town Office in writing or call (775) 372-5459 prior to the meeting.

AMARGOSA VALLEY TOWN BOARD

1. Pledge of Allegiance
2. Approval of the Agenda for **October 25, 2018**
3. **Public Comment:** (Three-minute time limit per person.) Action will not be taken on matters considered during this period until specifically included on an agenda as an action item.
 - A. Presentation by First Solar
4. **For Possible Action** – Review and Possible approve minutes of Amargosa Valley Town Board meeting **September 27, 2018**.
5. **Fire Department Report**
 - A. Discussion on Fire Department Report.
6. **Town Office Report**
 - A. **Status Office Report**
 - B. **For Possible Action** – Discussion and Deliberation on approving the Vouchers for payment.
 - C. **Discussion** - Expenditure Report
7. **Committee Reports**
 - A. **Economic Development** – Discussion on Economic and Tourism Committee Report.
 - B. **Human Resource** – Discussion on Human Resource Committee Report.
 - C. **Events Committee** – Discussion on Events Committee report.
 - D. **Cemetery Committee** – Discussion on Cemetery Committee report.

E. Planning Committee – Discussion on Planning Committee report.

F. Senior Center Report

8. For Possible Action - Board Member’s Comments (This item limited to announcements or Topics/issues proposed for future workshops/agendas).

9. General Business

A. Closure of meeting, pursuant to NRS 288.220 for purposes of discussion regarding labor negotiations, issues and other personnel matters.

B. Closed meeting pursuant to **NRS 288.220** for purposes of conferring with town’s management representatives regarding labor negotiations issues and other personnel matters.

C. For Possible Action – Discussion and Deliberation of administrative action pursuant to NRS 241.034.

D. For Possible Action – Discussion and Deliberation – **Request Town Board Member be reimbursed for mileage when traveling official business** (i.e., Board of County Commissioner Meetings). *(Jimmy Thomas)*.

E. For Possible Action – Discussion and Deliberation – **Motion to enact AV Town Ordinance which will allow us to enact future ordinances in a simplified and cost effect manner per NRS 269.155, NRS 269.166 through 269.167 and NRS 244.117.** *(Jimmy Thomas)*.

F. For Possible Action – Discussion and Deliberation **Motion to contract out labor for custodial work, inventory, and park lawn care as needed, advertise in Amargosa Monthly Newsletter requesting bids.** *(Jimmy Thomas)*.

G. For Possible Action – Discussion and Deliberation – Motion to have HR Committee hire an Administrative Assistant for Town Office. *(Jimmy Thomas)*

H. For Possible Action – Discussion and Deliberation: **Request workshop to discuss the start-up of Ambulance Service and ongoing yearly operations.** *(Jimmy Thomas)*

I. For Possible Action – Discussion and Deliberation: **Dedicate 1 of the 2 Firehouses to the memory of Amargosa’s First Fire Chief, Bill Kirker.** *(Jimmy Thomas)*

AMARGOSA VALLEY TOWN BOARD AGENDA

ITEM # SUBJECT

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- J. For Possible Action – Discussion and Deliberation: Per the findings of the Legislative Council Bureau regarding taxes imposed on the Marijuana Industry per NRS SB487. AVTB is requesting that the BOCC return to the Town of Amargosa Valley, the 2% that has been paid in taxes by the marijuana business operating within its township. (Mike Cottingim)**
- K. For Possible Action – Discussion and Deliberation: .Appoint Carmen Brown as the liaison to the Events Committee (Jimmy Thomas)**
- L. For Possible Action – Discussion and Deliberation: Hire Nevada Forestry to lay cemetery irrigation tubing. (Pat Minshall)**
- M. For Possible Action – Discussion and Deliberation: Motion to allow Mike Cottingim access to the Town Computer and Eden Bookkeeping system. (Mike Cottingim)**
- N. For Possible Action – Discussion and Deliberation: Per the findings of the Legislative Council Bureau regarding taxes imposed on the Marijuana Industry per NRS SB487. AVTB is requesting that the BOCC instruct the Nye County District Attorney to issue a letter that the Special Use Permits for Marijuana Cultivation/Production business within Town of Amargosa are still in affect and will not be affected by the change in Tax Distribution. (Mike Cottingim)**
- O. For Possible Action – Discussion and Deliberation: Motion to remove the Annual Christmas Dinner Committee from the Events Committee and make them their own stand-alone committee. (Mike Cottingim)**
- P. For Possible Action – Discussion and Deliberation: Per the findings of the Legislative Council Bureau regarding taxes imposed on the Marijuana Industry per NRS SB487. AVTB is requesting that the BOCC Act to assign any future collection of the Marijuana Tax to the Town of Amargosa Valley. (Mike Cottingim)**
- Q. For Possible Action – Discussion and Deliberation: Buy ¾ “ irrigation tubing for Cemetery. (Pat Minshall)**
- R. For Possible Action – Discussion and Deliberation: AVTB to approve budget request by the Tourism and Economic Development Committee for \$20,000. To be paid from Transient Room Tax. (Mike Cottingim)**

AMARGOSA VALLEY TOWN BOARD AGENDA

ITEM # SUBJECT

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- S. **For Possible Action** – Discussion and Deliberation: **Motion to appropriate \$1,500 from the General Fund for the Annual Christmas Dinner. December 1, 2018.** *(Mike Cottingim)*
- T. **For Possible Action** – Discussion and Deliberation: **Possible donation of “Zamboni like equipment”.** *(Pat Minshall)*
- U. **For Possible Action** – Discussion and Deliberation: **Request workshop to discuss Capital Projects and set date.** *(Trevor Dolby)*
- V. **For Possible Action** – Discussion and Deliberation: **Request we have the Nye County Mapping Administrator to assign all street addresses in Amargosa Valley and update APN with associated address.** *(Jimmy Thomas)*
- W. **For Possible Action** – Discussion and Deliberation: **Request we send a letter with a Request for Proposal (RFP) to Connor an Connor PLLC.** *(Trevor Dolby)*
- X. **For Possible Action** – Discussion and Deliberation: **Motion to raise rent to Nye County School District by 1% and update fees for damages caused by school children to community center as shown on attached invoice.** *(Jimmy Thomas)*
- Y. **For Possible Action** – Discussion and Deliberation: **Call for Volunteer to fill vacancy on the Human Resources Committee (HR).** *(Jimmy Thomas)*
- Z. **For Possible Action** – Discussion and Deliberation: **Hire 2-4 temporary part time workers at \$15 per hour, with no benefits to clean up cemetery and park. This would not need to go through HR but advertise on our website and bulletin boards throughout town.** *(Pat Minshall)*
- AA. **For Possible Action** – Discussion and Deliberation: **Appoint John Bosta as Consulting Volunteer for Town Board which will enable him to request and research documentation need by AVTB.** *(Jimmy Thomas)*

PUBLIC COMMENT (Three-minute time limit per person.) Action will not be taken on the matters considered during this period until specifically included on an agenda as an action item.

11 **For Possible Action**–Adjournment

AMARGOSA VALLEY TOWN BOARD AGENDA

ITEM # SUBJECT

October 25, 2018

AFFIDAVIT OF POSTING

STATE OF NEVADA

COUNTY OF NYE

The undersigned deposed and says: That he or she is over the age of 21 years; that he or she posted at the places below mentioned, the Agenda for “Amargosa Town Board Meeting. In addition, it is on the town website @ “Amargosavalley.nv.com” Support documentation for the items on the agenda, provided to the Town Board is available to members of the public at the Amargosa Valley Town Office, 821 E. Farm Road, Amargosa Valley, NV 89020/ The agenda was posted for the **October 25, 2018** meeting no later than 9:00 am PDT on October 19, 2018.

Debbera L. Mendyk,
Deputy Town Clerk

POSTED:

- Amargosa Community Center 821 E. Farm Road, Amargosa Valley, NV
- Amargosa Library 829 E. Farm Road, Amargosa Valley, NV89020
- Amargosa Clinic, 845 E. Farm Road, Amargosa Valley, NV89020
- American First National Bank, 1600 S. Highway 373, Amargosa Valley, NV89020
- U.S. Post Office 750 E. Sage Avenue, Amargosa Valley, NV89020
- Amargosa Senior Center, 443 E. Desert Seniors Lane, Amargosa Valley, NV 89020

Amargosa Valley Town Board

AGENDA ITEM REQUEST FORM

PETITIONER: Pat Minshall

AGENDA ITEM MOTION DESIRED: Request AVTB members be reimbursed for mileage when traveling for Official business (i.e., Board of County Commissioner meetings).

FISCAL IMPACT: If all 5 Town Board members travel to the BOCC meetings, fiscal impact could be as much as \$636 per month. Presently, only two board members attend these meetings on a regular basis which would be \$254.40 per month.

BACKGROUND: Currently AVTB travel to these meeting at their own expense. We must remember that Board Member are first and foremost "Volunteers" For those who take the time to represent the Town of Amargosa Valley at Board of Commissioner meetings AV should reimburse them mileage. Board approved of paying mileage for Fire Department training and for employees on "official" business.

Travel to and from Pahrump can be expensive – Rate of \$.53 per mi @ distance of 60 mi is \$31.80 one way. \$63.60 round trip. \$.27 per mi equals \$16.20 one way or \$32.40 round trip. \$32.40 x 2 trips per week is \$64.80 for one person per month \$129.60 per month for 2.

Submitted by: J. Thomas

Date Submitted: 10 October 2018

Date of Meeting: 25 October 2018

Amargosa Valley Town Board

AGENDA ITEM REQUEST FORM

PETITIONER: J. Thomas

AGENDA ITEM MOTION DESIRED: Motion to enact AV Town Ordinance which will allow us to enact future ordinances in a simplified and cost effect manner per NRS 269.155, NRS 269.166 through 269.167 and NRS 244.117.

FISCAL IMPACT: Unknow currently

BACKGROUND: Currently establish Town Ordinances is a costly proposition. However, if we follow the currently guidelines as established in the NRS we can reduce the cost of advertising by adopting AV Town By-Laws as an ordinance.

Ordinances are necessary to keep order within our community. They usually are published for doing Business, enacting Health and Sanitation requirements and finally to enable the community to act against nuisance properties.

Submitted by: J. Thomas

Date Submitted: 10 October 2018

Date of Meeting: 25 October 2018

Amargosa Valley Town Board

Bill No. 2018-__
Ordinance No. __

BY-LAWS AND PROCEDURES

AMARGOSA VALLEY TOWN ELECTED BOARD

1. Purpose

An elected town board form of government, for the purpose of governing the affairs of the unincorporated Town of Amargosa Valley in accordance with the powers specified in NRS 269.016-NRS 269.022, inclusive.

A. Vision:

The community of Amargosa Valley will strive to maintain a rural atmosphere, open spaces, green belts, and agriculture, while encouraging controlled growth and safe industries in support of economic diversification.

Growth and development should not come at the expense of the qualities that make the valley special or diminish its natural resources.

2. Qualifications, Elections, Appointments, Duties

A. The Elected Board consists of (5) members elected by the residents of Amargosa Valley in accordance with State statutes and County codes.

B. Each Member must be a resident and qualified elector in the unincorporated Town of Amargosa Valley.

C. Members of the Elected Board are elected in accordance with NRS Chapter 269 and NCC Chapter 18.

NRS 269.018 Members of town board: Terms of office; vacancies.

1. Except as otherwise provided in subsection 2, the term of office of a member of the town board is 4 years and begins on the first Monday in January following the general election at which the member is chosen.

D. Members of the Elected Board normally serve staggered terms of 4 years beginning on the first Monday in January.

E. The elected Board will cooperate with the Board of County Commissioners to inform each other of all matters pertaining to the Town of Amargosa Valley and its residents.

F. The members of the Amargosa Valley Town Board shall serve without compensation.

G. Vacancies on the Amargosa Valley Town Board will be filled by appointment from the Nye County Board of Commissioners for the remainder of the term of office.

1. A vacancy in the position of a member of a town board must be filled pursuant to the provisions of NRS 245.170.

2. If a vacancy is declared in the position of a member of a town board appointed or elected pursuant to the provisions of NRS 269.016 to 269.022, inclusive:

(a) Thirty days or more before the date of the close of filing of declarations of candidacy specified in NRS 293.177, and the position is not otherwise scheduled for election at the next ensuing biennial election:

(1) The board of county commissioners shall appoint a suitable person who is an elector of the unincorporated town to fill the vacancy until the first Monday of January after the next ensuing biennial election;

Amargosa Valley Town Board

- (2) The position must be placed on the ballot at that election; and
 - (3) The person elected shall serve the remainder of the unexpired term.
 - (b) At any other time, the board of county commissioners shall appoint a suitable person who is an elector of the unincorporated town to serve the remainder of the unexpired term.
- H. Any member may resign his/her elected or appointed position by submitting a letter of resignation to the Amargosa Valley Town Board and sending a copy to the current AVTB Chairman.
- I. When a vacancy occurs, the elected board shall post a public notice of the opening soliciting applications. Those applications will then be forwarded to the BOCC for with recommendation for the appointment by the BoCC.
- J. All Amargosa Valley Town Board members shall observe the standards of ethical conduct outlined in NRS 281A and any resolution on Ethics adopted by the BOCC, and refrain from voting on any item which presents a conflict of interest.
- 3. OFFICERS, MEETINGS & ETC.**
- A. Notice of meetings must be posted in accordance with Nevada Open Meeting Laws (NRS Chapter 241) and must be conducted under those guidelines.
- B. The Elected Board Rules of Procedure must remain consistent with NRS 269.016 to 269.022 and NCC Chapter Code 18 at all times. Should any conflict arise, those procedures take precedence.
- C. Records of all meetings held by the Amargosa Valley Town Board must be filed at the Amargosa Valley Town office and made available to the public. Minutes of meetings may only be revised to correct errors in transcription.
- D. The Amargosa Valley Town Board shall elect Officers from within its membership at the first January meeting or more often if required to fill an unexpected vacancy. The following are the designated positions: Chairman, Vice Chairman and Town Clerk
- NRS 269.019 Chair and town clerk: Selection; duties.**
1. The town board shall choose one of its members to act as chair of the town board and one member to act as town clerk. A deputy town clerk may be appointed by the town board, which shall fix his or her salary.
 2. The chair of the town board shall:
 - (a) Preside over meetings of the town board.
 - (b) Perform other duties assigned by the board.
 3. The town clerk shall:
 - (a) Perform the duties required or authorized to be performed under the provisions of this chapter.
 - (b) Keep a record of the proceedings of the town board.
 - (c) Forward a copy of the record of each meeting to the clerk of the board of county commissioners as soon as feasible after such meeting.
- E. The Amargosa Valley Town Board shall meet at least once a month. The Board will meet twice in the month of May for the preliminary budget meeting plus regular Board Meeting. The meetings will be scheduled on the 4th Thursday of each month at 7 PM at the Amargosa Valley Community Center. Any changes in this date or time will be announced and posted in accordance with the Open Meeting Law. The Board may call a meeting at any time in accordance with the Open Meeting Law, NRS Chapter 241.

Amargosa Valley Town Board

- F. Three members of the five member board shall constitute a quorum, and a quorum will be required to conduct any official business of the elected board. Whenever a member abstains from voting because of a conflict of interest, the necessary quorum to act upon and the number of votes necessary to act upon the matter, as fixed by statute, ordinance or rule, is reduced as though the abstaining member were not a member of the board.

A "quorum" of a public body is defined in NRS 241.015(5) as "a simple majority of the membership of a public body or another proportion established by law."

Under NRS 241.015(1), "action" means: (d) if all the members of a public body *must* be elected officials, an affirmative vote taken by a majority of all the members of the public body

4. RESPONSIBILITIES

- A. Members of the Amargosa Valley Town Board shall regularly attend each scheduled meeting. Members are encouraged to surface (become known) any and all concerns voiced to them by residents and to actively work with the other members and the BOCC to resolve such problems as they may arise.
- B. Town Board Members should attend the Nye County Board of Commissioners meetings whenever possible. This is especially true when business posted on the BOCC agenda pertains to Amargosa Valley.

5. AGENDAS

- A. All business for consideration shall be included on the Agenda. The Chairman shall rule as "out of order" the consideration of any matter not on the agenda, or in conflict with the bylaws. If any information or discussion is introduced a meeting and action is to be taken thereon, it shall be placed on the agenda for the next regular meeting of the board.
- B. The Deputy Clerk (Town Administrator shall see that the Agenda is prepared and posted by 9:00 AM, three full working days (not counting the meeting date) before the meeting on the website and appropriate places. An affidavit on posting shall be signed with date and time by the person posting the agenda at the appropriate places before 9:00 AM.
- C. Items can be placed on the agenda by any Town Board Member, Nye County Administrative Person, any Advisory Board Member or as required by law. Citizens can request that an item be on an agenda, proper paperwork needs to be provided to the Town office 7 working days before the Agenda is posted.
- D. The agenda must consist of:
- a) A clear and complete statement of the topics scheduled to be considered during the meeting. NRS.241.020(2)(d)(1)
 - b) A list describing the items on which action may be taken and clearly denoting that action may be taken on those items, by placing next to the agenda item, the phrase "for possible action". It is not sufficient to place "action" next to the item or to place an asterisk next to the item to signify an action item. The phrase "**for possible action**" must be used. NRS 241.020(2)(d)(2), *see e.g.*, OMLO 2003-13 (March 21, 2003).

6. PARLIAMENTARY PROCEDURE

Amargosa Valley Town Board

- A. A member of the Town Board can propose a **motion** which indicates he or she wants to discuss and deliberate an agenda item for possible action.
- B. A **second** to a proposed motion indicates that there is at least one other Board member interested in seeing the motion come before the meeting, it does not necessarily indicate that the seconder favors the motion.
- C. After a motion is proposed, if the motion requires a second and none is immediately offered, the Chair of the Board will usually ask, "is there a second?" If no second is obtained within a few moments of proposing the motion, then the motion is not considered by the Board and is treated as though the motion was never offered.
- D. Such a motion may be introduced again on another agenda at any later time.
- E. The Chairman of the Board shall have the same right as any other Board member to initiate a motion, question, or debate and vote on a motion.

7. PUBLIC COMMENT

- A. One of the primary objectives of the Open Meeting Law is to allow members of the public to make their views known to their representatives on issues of general importance to the community.
- B. Certain disclosures on how the meeting will be conducted NRS 241.020(2)(d)(6) and (7) require the following disclosures on the agenda:
Notice that:
 - (1) Items may be taken out of order;
 - (2) Items may be combined for consideration by the public body; and
 - (3) Items may be pulled or removed from the agenda at any time.
- C. The agenda will have one public comment period before any action items are heard by the Board and then provide another period of public comment before adjournment that are not on the agenda.
- D. Public comment must be allowed after discussion on each agenda action item and before the Board takes action on the item.

8. EMPLOYEES

- A. All employees are contract workers including the Deputy Clerk (Town Administrator).
- B. Work direction, reporting for administrative purposes and employee related issues of town employees will be under direction of Town Administrator. Employees will function under their Contract.
- C. Under no circumstances may a town employee participate as a member of the Amargosa Valley Town Board, however, employees may serve on advisory committees, board or other groups under authority of the Amargosa Valley Town Board.

SEVERABILITY. If any provision of this ordinance or amendments thereto, or the application to any person, thing or circumstance is held to be invalid, such invalidity shall not affect the validity or provisions or applications of the ordinance or amendments thereto which can

Amargosa Valley Town Board

be given effect without the invalid provisions or applications, and to this end the provisions of this ordinance and amendments thereto are declared to be severable.

CONSTITUTIONALITY. If any section, clause or phrase of this ordinance shall be declared unconstitutional by a court of competent jurisdiction, the remaining provisions of this ordinance shall continue in full force and effect.

EFFECTIVE DATE. This Ordinance shall be in full force and effect from and after passage, approval, and publication as required by law, to wit, from and after the day of August ,2018.

Proposed on the day of July, 2018

Proposed by:

Adopted on the day of July, 2018

Vote: Ayes:

Nays:

Absent:

BY:

ATTEST:

Jimmy Thomas, Chairman

Mike Cottingim, Vice Chairman

Pat Minshall, Clerk

Trevor Dolby, Member

Carmen Brown, Member

TOWN CODE

NRS269.166 Revision and codification of general ordinances; arrangement, publication and sale of code.

In addition to the powers and jurisdiction conferred by other laws, the town board or board of county commissioners shall have the power to provide for the revision and codification, including such restatements and substantive changes as are necessary for clarity and consistency, of all general ordinances of any unincorporated town, and may provide for the indexing and publication of such ordinances in the form of a town code. 1.

The ordinances in each town code shall be arranged in appropriate chapters and sections, excluding the titles, enacting clauses, signatures, attestations and other formal parts. 2.

Copies of the town code and any supplements thereto may be reproduced in printed or typewritten book, pamphlet or loose-leaf form, or such other form as the town board or board of county commissioners may determine, and may be sold at a price fixed by resolution of such board. All proceeds from such sales shall be deposited in the general fund of the town. 3.

The town board or board of county commissioners may employ or contract for the services of professional personnel in preparation of the town code. 4.

(Added to NRS by 1963, 75; A 1967, 1727)

NRS269.167 Adoption by ordinance; procedure; effective date.

The town code shall be adopted by an ordinance. The only title necessary for such ordinance shall be "An Ordinance enacting a revision and codification of the general ordinances of the town of" 1.

The proposed town code may be adopted by reference and need not be read aloud to the town board or board of county commissioners if the board: 2.

Files three or more copies of the proposed code with the town or county clerk at least 1 week before final adoption of the ordinance. (a)

Publishes a notice of such filing in a newspaper having general circulation in the county at least 1 week before final adoption of the ordinance stating that copies of the proposed code may be examined by the general public at the office of the town or county clerk. (b)

The ordinance adopting the town code shall be published by title only once a week for a period of 2 weeks in a newspaper having general circulation in the county, and shall state that copies of the code may be examined by the general public at the office of the town or county clerk. 3.

The ordinance adopting the town code shall take effect after: 4.

At least 25 copies of the code have been reproduced. (a)

At least three copies of the code have been filed with the town or county clerk. (b)

The newspaper publication required by subsection 3 has been completed. (c)

(Added to NRS by 1963, 76; A 1967, 1728)

NRS269.168 Filing with Librarian of Supreme Court Law Library. Two copies of the town code shall be filed with the Librarian of the Supreme Court Law Library after such code becomes effective.

(Added to NRS by 1963, 76; A 1971, 805; 1973, 425)

NRS269.169 Amendment and extension; procedure. The town code may, by ordinance regularly passed, adopted and published, be amended or extended. All general ordinances passed after the adoption of a town code shall be amendments or extensions thereof. No section of the code shall be amended by reference only, but the section, as amended, shall be reenacted and published at length. Three copies of any amendment or extension shall be filed with the town or county clerk and two copies of any amendment or extension shall be filed with the Librarian of the Supreme Court Law Library.

(Added to NRS by 1963, 76; A 1967, 1728; 1975, 143)

Amargosa Valley Town Board

AGENDA ITEM REQUEST FORM

PETITIONER: J. Thomas

AGENDA ITEM MOTION DESIRED: Motion to contract out labor (1099) for as deemed necessary by AVTB . Such work custodial work, inventory, and park lawn care as needed, advertise in Amargosa Monthly Newsletter requesting bids.

FISCAL IMPACT: Unknow currently

BACKGROUND: Such work custodial work, inventory assistance, and additional park lawn care is often needed as we currently only have one employee to do all. As the town is growing with additional needs, especially in Fire Department, workload is too great for one person to manage. Recommend that AVTB, advertise in Amargosa Monthly Newsletter requesting bids for certain ongoing needs (i.e. Janitorial). This would be from a Vendor (whether individual or company) so therefore they will be a 1099.

Submitted by: J. Thomas

Date Submitted: 10 October 2018

Date of Meeting: 25 October 2018

Amargosa Valley Town Board

AGENDA ITEM REQUEST FORM

PETITIONER: Jimmy Thomas

AGENDA ITEM MOTION DESIRED: Motion to have HR Committee hire an Administrative Assistant for Town Office

FISCAL IMPACT: \$12 per hour for 20 per week.

BACKGROUND: We are a growing community and there is an overload of work for just one part-time employee. We need an assistant to cover general administrative tasks.

Submitted by: Jimmy Thomas

Date Submitted: 16 October 2018

Date of Meeting: 25 October 2018

Amargosa Valley Town Board

AGENDA ITEM REQUEST FORM

PETITIONER: Rich Flanagan

AGENDA ITEM MOTION DESIRED: Request workshop to discuss the start up of Ambulance Service and ongoing yearly operations.

FISCAL IMPACT: Increase in Fire Department Budget or set up new account for Ambulance Service.

BACKGROUND: Nye County recently gave us a used Ambulance. However, it is not stocked with the necessary supplies needed by EMR/EMT personnel in order to respond to a call. We now have 6 individuals who have passed the exams and are qualified EMR. We are still looking for EMT to augment our Ambulance service.

Submitted by: Jimmy Thomas

Date Submitted: 11 October 2018

Date of Meeting: 25 October 2018

START UP COST - Description of Supply/Service	Cost
Medical Director - Sets and reviews EMS protocols and oversee's the program	\$ 1,000 per mo
Liability Insurance	???
Obtain Vendor for Medical Supplies	???
Oxygen Bottles -	
Bottles of Oxygen on board bottles, response bag, cascade system in pay to refill bottles	???
Insurance for Ambulances	???
Estabhlsh billing process - Follow fee schedule for ambulance	???
Fuel - Means of filling up while on run. Fuel card would be needed prior to returning to the Valley.	\$ 500 limit
Vehicle Maintenance (Need a full time person, to cove Ambulance & Fire Dept Vehicles)	\$ 42,000 per year
Purchase 2 computer tables with current paitent reporting software	\$ 300
Patient Reporting system (PCR). ESO has a price, state they will offer ESMSTAT for free	???
Training Emergency Medical Responder (EMR) 50 hours	???
Training Emergency Medical Technician (EMT) 220 hours - To start we should be at the EMT level	???
Number of Volunteers needed to start is 8-10. (This would be a good number to work with when setting up shifts.	???
Fire Chief will orversee the start up process and will work with Town Board on this matter	???

MAINTAIN:
Recruit more volunteers to ease workload on current EMT's
Certify a CPR instructor for both Ambulance and Fire Department
Certify an EMS instructor - Continue Training
Funding source for supplies and fuel. Maintain supply cache for resupply on return to station
Annual review of protocols
Maintenance of Ambulances
Fire Chief will oversee program until a volunteer EMT is appointed as coordinator. When the coordinator is appointed that person will keep Fire Chief informed of any issues.
Ambulance's and Hall will be kept cleaned
Meet with Medical Director as needed
Submits EMS runs on NIFR's or other reporting system
Support for refresher classes and continuing education credits.
Budget for maintaining certifications for EMR and EMT volunteers

Amargosa Valley Town Board

AGENDA ITEM REQUEST FORM

PETITIONER: Morgan Lynn

AGENDA ITEM MOTION DESIRED: Dedicate 1 of the 2 Firehouses to the memory of Amargosa's First Fire Chief, Bill Kirker.

FISCAL IMPACT: Currently Unknown: Chief Flanagan is researching cost of engraving a stone to be installed at the base of new flagpole with dedication to the memory of Bill Kirker.

BACKGROUND: Bill Kirker was a pioneer of this Valley, who worked tirelessly to establish our Volunteer Fire Department.

Submitted by: Jimmy Thomas

Date Submitted: 16 October 2018

Date of Meeting: 25 October 2018

Amargosa Valley Town Board

AGENDA ITEM REQUEST FORM

PETITIONER: Mike Cottingim

AGENDA ITEM MOTION DESIRED: Per the findings of the Legislative Council Bureau regarding taxes imposed on the Marijuana Industry per NRS SB487. AVTB is requesting that the BOCC return to the Town of Amargosa Valley, the 2% that has been paid in taxes by the Marijuana Business operating within its township.

FISCAL IMPACT: 2% of sales from Acres since being in operation

BACKGROUND: See Opinion by Legislative Council Bureau

Submitted by: Mike Cottingim

Date Submitted: 15 October 2018

Date of Meeting: 25 October 2018

Amargosa Valley Town Board

AGENDA ITEM REQUEST FORM

PETITIONER: Jimmy Thomas

AGENDA ITEM MOTION DESIRED: Appoint Carmen Brown as the liaison to the Events Committee

FISCAL IMPACT: None

BACKGROUND: We need an liaison to the Events Committee.

Submitted by: Jimmy Thomas

Date Submitted: 16 October 2018

Date of Meeting: 25 October 2018

Amargosa Valley Town Board

AGENDA ITEM REQUEST FORM

PETITIONER: Pat Minshall

AGENDA ITEM MOTION DESIRED: Hire Nevada Forestry to lay cemetery irrigation tubing.

FISCAL IMPACT: \$300-\$900

BACKGROUND: Nevada Forestry will install our irrigation tubing will needs to be replaced. At a cost of \$300 per day and will take 2-3 days to install.

Submitted by: Pat Minshall

Date Submitted: 16 October 2018

Date of Meeting: 25 October 2018

Amargosa Valley Town Board

AGENDA ITEM REQUEST FORM

PETITIONER: Mike Cottingim

AGENDA ITEM MOTION DESIRED: Motion to allow Mike Cottingim access to Town Computer and Eden Bookkeeping system.

FISCAL IMPACT: None

BACKGROUND: 5 years' experience in paying town bills, doing the budget etc. Doing budget and expenditures and fund raising for Christmas Dinner. Amargosa Days and PSST qualifications for Fire Department.

Submitted by: Mike Cottingim

Date Submitted: 14 October 2018

Date of Meeting: 25 October 2018

Amargosa Valley Town Board

AGENDA ITEM REQUEST FORM

PETITIONER: Mike Cottingim

AGENDA ITEM MOTION DESIRED: Per the findings of the Legislative Council Bureau regarding taxes imposed on the Marijuana Industry per NRS SB487. AVTB is requesting that the BOCC instruct the Nye County District Attorney to issue a letter that the Special Use Permits for Marijuana Cultivation/Production business within Town of Amargosa are still in affect and will not be affected by the change in Tax Distribution.

FISCAL IMPACT: 2% of sales the Marijuana Industry in the future

BACKGROUND: See Opinion by Legislative Council Bureau

Submitted by: Mike Cottingim

Date Submitted: 15 October 2018

Date of Meeting: 25 October 2018

Amargosa Valley Town Board

AGENDA ITEM REQUEST FORM

PETITIONER: Mike Cottingim

AGENDA ITEM MOTION DESIRED: Motion to remove the Annual Christmas Dinner Committee from the Events Committee and make them their own stand alone committee.

FISCAL IMPACT: None

BACKGROUND: They have operated as their own committee for the last 4 years. No need to be under events committee.

Submitted by: Mike Cottingim

Date Submitted: 14 October 2018

Date of Meeting: 25 October 2018

Amargosa Valley Town Board

AGENDA ITEM REQUEST FORM

PETITIONER: Mike Cottingim

AGENDA ITEM MOTION DESIRED: Per the findings of the Legislative Council Bureau regarding taxes imposed on the Marijuana Industry per NRS SB487. AVTB is requesting that the BOCC Act to assign any future collection of the Marijuana Tax to the Town of Amargosa Valley

FISCAL IMPACT: 2% of sales the Marijuana Industry in the future

BACKGROUND: See Opinion by Legislative Council Bureau

Submitted by: Mike Cottingim

Date Submitted: 15 October 2018

Date of Meeting: 25 October 2018

Amargosa Valley Town Board

AGENDA ITEM REQUEST FORM

PETITIONER: Pat Minshall

AGENDA ITEM MOTION DESIRED: Buy ¾" irrigation tubing for Cemetery

FISCAL IMPACT: We have a price of \$55 per 500 feet or approximately \$500

BACKGROUND: Nevada Forestry will put in our irrigation system for us, but we need to buy the irrigation tubing. Our old tubing needs to be replaced.

Submitted by: Pat Minshall

Date Submitted: 16 October 2018

Date of Meeting: 25 October 2018

Amargosa Valley Town Board

AGENDA ITEM REQUEST FORM

PETITIONER: Mike Cottingim

AGENDA ITEM MOTION DESIRED: AVTB to approve budget request by the Tourism and Economic Development Committee for \$20,000. To be paid from Transient Room Tax.

FISCAL IMPACT: \$20,000 from the Transient Room Tax Fund

BACKGROUND: See attached budget proposal.

Submitted by: Mike Cottingim

Date Submitted: 15 October 2018

Date of Meeting: 25 October 2018

Amargosa Valley Town Board

AGENDA ITEM REQUEST FORM

PETITIONER: Mike Cottingim

AGENDA ITEM MOTION DESIRED: Motion to appropriate \$1,500 from the General Fund for the Annual Christmas Dinner. December 1, 2018

FISCAL IMPACT: \$1,500 Less the 0.05% of projected revenue

BACKGROUND: This is the 5th year of this event. It provides a traditional Christmas Meal to over 325 of our residents.

Submitted by: Mike Cottingim

Date Submitted: 14 October 2018

Date of Meeting: 25 October 2018

Amargosa Valley Town Board

AGENDA ITEM REQUEST FORM

PETITIONER: Pat Minshall

AGENDA ITEM MOTION DESIRED: Possible donation of "Zamboni like equipment"

FISCAL IMPACT: None

BACKGROUND: As this item was donated to us I think we should reach out to other towns to see if they can use it if not then try and sell it. This was donated to us and because of it's weight we can't use it in our building.

Submitted by: Pat Minshall

Date Submitted: 16 October 2018

Date of Meeting: 25 October 2018

Amargosa Valley Town Board

AGENDA ITEM REQUEST FORM

PETITIONER: Trevor Dolby

AGENDA ITEM MOTION DESIRED: Request workshop to discuss Capital Projects and set date.

FISCAL IMPACT: Currently Unknown

BACKGROUND: We need to discuss and budget for Capital Projects for the Town of Amargosa, see attached ideas

Submitted by: Trevor Dolby

Date Submitted: 14 October 2018

Date of Meeting: 25 October 2018

Amargosa Valley Town Board

Capital Projects Ideas

Cemetery: Buried PVC irrigations pipe around the perimeter. All we have not is 1" black vinyl hose. Trees planted at maybe ten-foot intervals all around the perimeter. Another larger pavilion to hold memorial services under. Electric power out at the meeting area for lighting and for PA system. More complete marking for tows and columns.

Park: Some remodeling in the bathrooms, commercial grade sinks, forced air ventilation. New pipe run for irrigation for the row of Cyprus that runs south from the well. That is currently irrigated by a run of pipe that is one foot or a foot and a half away from the tree line. More electrical outlets at the pavilion. A second well for capacity to develop the east half of the park and as a park and as a back up to the first well. Replacing the Cyprus that are dying with a more blight resistant variety of tree as each Cyprus dies. We used to have a sand box built up with railroad ties; it is gone now but maybe replace it. Another set of restrooms near the arena. More livestock fencing at the arena for bigger rodeo events. Irrigations piping and a row of trees along the east property line. More horseshoe pits and rehabilitate the pits we have. A larger pavilion maybe nearer the cook shack and barbeque. More tables.

Community Building: Replace some ceiling tires in the gymnasium. A second set of restrooms at the NE or NW corner of the building. Expand the office to the north (see town office in Beatty). Up-grade the AC capacity. Set a back-up gen-set and switch gear so that the community building could become a public shelter in case of extended loss of AC power. Set new lamp post in the parking lot. Construct a covered picnic area east of the building. Construct a barbecue pit area near but outside the building. Develop a digital back-up system for all the town's records so that a fire would not destroy every bit of record keeping we have ever filed.

Fire Department: Two or three satellite fire stations. In the Area Plan there is already county land designated for them. Maybe trees and picnic tables and swing set at each satellite fire station, Hazardous Material truck, several small tanker/engine/pumpers for first truck out at the satellite fire station. Another large tender. Another dump station for filling the large tenders, the two we have been 14 miles apart and will only bill a tender twice (until refilled at 30 gpm or whatever). Newer or reconditioned drop tanks for tenders, set of eight tires for the drivers on the back of the Ford tender (red tender at hall #2). At the main station (sta #1); New ceiling tile in the training room. New floor covering in the training room. Wider variety of brass fittings for the tenders and engines. Medical jump bags and Oxygen jump bags for each engine and each command.

Amargosa Valley Town Board

PETITIONER: Trevor

AGENDA ITEM MOTION DESIRED: Sign attached letter to Connor and Connor requesting a Request for Proposal (RFP) to be mailed out by Deputy Clerk.

FISCAL IMPACT: Unknown currently

BACKGROUND: AVTB is requesting a quote for services from Connor and Connor, as we find that AV is often in need of legal counsel. Proposed letter attached.

Submitted by: Trevor

Date Submitted: 15 October 2018

Date of Meeting: 25 October 2018

Amargosa Valley Town Board

Connor & Connor PLLC
710 Coronado Center Drive, Suite 121
Henderson, NV 89052
Email: info@connorpllc.com
Website: <https://connorpllc.com/>

Dear Sirs:

Attn: Amanda Connor

I/we represent the community and Town Board of Amargosa Valley, NV located in Southern Nye County. We are an elected Town Board and we find our community to need legal representation. We as a Board are required to do all our deliberation in public meetings and have since July sort of agreed among ourselves that we need legal counsel, but it has taken till September 27, 2018 to take board action (mutual consent in a public meeting to contact you with a request for proposal (RFP)) and till now to get a letter written. "The wheels of government turn slowly," should be sufficient explanation. We have, without town boundary a rapidly expanding marijuana grow facility "Acres Cultivation," which I'm sure you are familiar with them. Please note, their site manager is on our town board.

We for see a need to have an attorney capable of talking us through the process of forming, crafting, filing, posting and all else that maybe required production/revision of town ordinances. There may also be times when we need just good old fashion legal advice. We have an ordinance from several years ago that only addresses "medical" marijuana and did not address taxes or fees. Our town office can provide you with a copy. On October 11, 2018, we held a public meeting, a marijuana ordinance workshop and have started to draft a revision.

We are reaching out to you as a firm that has experience not only with civil litigation, but one that is experienced in marijuana law. All we really know about you is what we read in the November 30, 2018 issue of the Las Vegas weekly and what we see on your website.

We would like to have a quote from you as to the cost of retaining you as our legal representation. Can you send us a fee schedule for preparing ordinances, and other legal documents, that may be helpful to our board? We will probably rely on you to help structure a relationship between your firm and our town government. Our regularly scheduled Town Board meetings are typically held the third Thursday of the month. We will have one on October 25, 2018 and November 15, 2018. As you well know, we must vote as a board on this matter, if we could get an answer from you a week prior to a Town Board meeting and get it on our agenda, we could then bring this matter before the board.

Amargosa Valley Town Board

It maybe important to note, we are in Nye Counting, NV. If you are presently representing Nye County and this presents a conflict of interest for your firm, we will understand. Suffice to say that we conflict with the county over regulation and taxation of marijuana production. Any description we provide of that conflict would be subjective, we refer you to the front-page article of the Pahrump Valley Times of September 28, 2018.

We appreciate your concern and look forward to hearing from you, whatever your interest turns out to be.

Jimmy Thomas, Chairman,
Amargosa Valley Town Board

Mike Cottingim, Vice Chairman
Amargosa Valley Town Board

Pat Minshall, Clerk
Amargosa Valley Town Board

Trevor Dolby, Member
Amargosa Valley Town Board

Carmen Brown, Member
Amargosa Valley Town Board

Amargosa Valley Town Board

AGENDA ITEM REQUEST FORM

PETITIONER: Pat Minshall

AGENDA ITEM MOTION DESIRED: Increase rental of community center use with the Nye County School District by 1%.

FISCAL IMPACT: Increase of \$75

BACKGROUND: Currently the Nye County School district pays an annual fee of \$7550 for use of the gym during the school year. As in year's past AVTB is recommending a 1% increase for a total \$7,625 per school year

Submitted by: Pat Minshall

Date Submitted: 16 October 2018

Date of Meeting: 25 October 2018

Amargosa Valley Town Board

October 25, 2018
Nye County School District
Tonopah, Nevada 89049

INVOICE

Use of Amargosa Community Center by Amargosa Elementary/Middle School for 9 months at \$848.72 per month. Total for 9 months=\$7638.58. For school year 2018-2019.

This is a 1% in increase from 2017-2018 school year.

We are also instituting a charge for rood tiles that are detached or destroyed due to actions during school events:

- ❖ Re-attach a roof tile \$12.00
- ❖ Re-place a roof tile \$28.00
- ❖ Repair/replace other damages will be at actual cost of repairs.
- ❖ Repairs completed by Buildings maintenance personnel will be charged at cost of supplies +\$20.00 per hour.

Repairs will be billed during next billing cycle.

Amargosa Valley Town Board

AGENDA ITEM REQUEST FORM

PETITIONER: Jimmy Thomas

AGENDA ITEM MOTION DESIRED: Call for Volunteer to fill vacancy on the Human Resources Committee (HR).

FISCAL IMPACT: None

BACKGROUND: HR Committee secretary, Leslie Schott, has resigned for personal reasons.

Submitted by: Jimmy Thomas

Date Submitted: 17 October 2018

Date of Meeting: 25 October 2018

Amargosa Valley Town Board

AGENDA ITEM REQUEST FORM

PETITIONER: Pat Minshall

AGENDA ITEM MOTION DESIRED: Hire 2-4 temporary part time workers at \$15 per hour, with no benefits to clean up cemetery and park. This would not need to go through HR but advertise on our website and bulletin boards throughout town.

FISCAL IMPACT: Possible \$200-300

BACKGROUND: There is a lot of small debris left over from trees being removed, this job is much bigger than we can ask volunteers to do. The outer perimeter of the park has lumps, bumps, holes, and debris that need to be addressed.

Submitted by: Pat Minshall

Date Submitted: 16 October 2018

Date of Meeting: 25 October 2018

Amargosa Valley Town Board

AGENDA ITEM REQUEST FORM

PETITIONER: Jimmy Thomas

AGENDA ITEM MOTION DESIRED: Appoint John Bosta as Consulting Volunteer for Town Board which will enable him to request and research documentation needed by AVTB.

FISCAL IMPACT: None

BACKGROUND: Currently Mr. Bosta often researches past documentation outlined in the NRS and Nye County Code to assist Town Board with decision making. However, there are roadblocks to obtaining documentation from Nye County as Mr. Bosta has no authority. Our Deputy Clerk only works part time and does not always have time to do research.

Submitted by: Jimmy Thomas

Date Submitted: 17 October 2018

Date of Meeting: 25 October 2018