

**McGILL TOWN COUNCIL MEETING AGENDA
BUDGET WORKSHOP**

DATE: February 11, 2020
TIME: **6:00 P.M.**
LOCATION: McGill Community/Senior Center
Top of Avenue K

Possible Discussion and/or Action on any of the Items Listed Below:

*Denotes Action Item by the McGill Town Council:

Cell phones, text messaging, or idle chatter is prohibited when meeting is in session

***** PLEDGE OF ALLEGIANCE *****

PUBLIC COMMENT:

The McGill Town Council encourages their citizens to attend their meeting and make comments. The Council may prohibit comment if the content of the comment is a topic that is not relevant to, or within the authority of the McGill Town Council, 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.

No Action may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken (NRS241.020(2)(c)).

NEW BUSINESS – GUESTS:

*Discussion/Action – Rope Ashley, Tri County Weed Control District – Presentation on Noxious Weed Program in McGill, and Approval of SNPLMA Matching Grant Funds for the Spaying/Eradication of Noxious Weeds in McGill.

*Discussion/Action – Cheyenne Gibson, Regional Coordinator, US Census Bureau – Presentation and Approval of Ways to Ensure Accurate Count in McGill.

*Discussion/Action – Elizabeth Francis - CEDS Presentation and Acceptance of Town CEDS Priorities.

*Study/Review McGill Town Budget Narrative for Fiscal Year 2020-2021

*Discussion/Action – Possible Approval of Fiscal Year 2020-2021 McGill Town Budget

PUBLIC COMMENT:

A five (5) minute period devoted to comments by the general public, if any, and discussion of those comments. No action may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken (NRS241.020(2)&(3)).

- *Adjournment
- *Open Session-Action/Discussion
- *Denotes Action Item

The meeting may be closed by appropriate motion for the purpose of discussion on any matter allowed under NRS 241.030(1) to consider character, alleged misconduct, professional competence or physical or mental health of a person/employee.

NOTICE TO PEOPLE WITH DISABILITIES:

Members of the public who are disabled and require special assistance or accommodations at the McGill Town Council Meetings are requested to notify the County Clerk's Office in writing at 801 Clark Street, Ely, Nevada 89301 or by calling 775-293-6509 at least one (1) day in advance of the meeting.

AFFIDAVIT

I, Delores Manchester, did on the 3rd day of January, 2020 cause to be posted five (4) notices of the McGill Town Council's Agenda in the County of White Pine to wit: On the front door of the McGill Community/Senior Center, on the bulletin Board inside the McGill Community/Senior Center, at Bradley's Bestway Market, Bulletin Board inside the U.S. Post Office, and on the Community Bulletin Board on 4th Street. The meeting notice is also posted to the White Pine County website at <http://whitepinecounty.net> and on the State of Nevada Public Notices website at <http://notice.nv.gov>.

Delores Manchester, McGill Secretary/Clerk

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

McGill Town – General Governmental Fund – 280-150

Line Number	Line Item	Description of Proposed Expense	FY2019/2020	FY2020/2021
51101	Salaries & Wages	This was previously listed as contract services for the secretary/town clerk. Effective July 2012 it was required to set this as salaries with standard deductions. Secretary wages are set @ \$150 per month (6 hours per week in the office = 24 hours per month. Office hours are Tues, Wed, & Fri from 2 to 4. Janitorial services – position created 3 years ago @ \$10 per hour for up to 10 hours per month (not to exceed \$100 per month.	\$1,800.00	\$
51203	PACT	Workmen's comp (calculated by WPC Finance)	\$714.00	\$ WP Finance fill in
51206	Medicare	Medicare Premiums (calculated by WPC Finance)	\$44.00	\$ WP Finance fill in
51208	Social Security	Social Security taxes (calculated by WPC Finance)	\$112.00	\$ WP Finance fill in
52103	Operating Supplies and expenses	Consumable office supplies (paper, letterhead, ink cartridges, postage, envelopes, thank you cards = \$350.00) copy machine monthly contract @ \$29.99 per month = \$360 + \$120.00 for color copies Quarterly web site maintenance estimated @ \$135 = \$540.00. Minute Book @ \$250.00 X 2 = \$500.00	\$1,750.00	\$
52143	Equipment under \$5,000.00	This line item was originally set when we paid rent for the Senior Center. Last year a new copy machine. In the event there is a need to purchase new equipment, I am asking if the Council can place some funds in this line item should anything break.	\$3,500.00	
52301	Telephone at Senior Center	Telephone and internet services. \$33.00 per month is reimbursed by the Kinneer Library in lieu of rent. Those funds are deposited into McGill's misc. revenue account.	\$3,300.00	\$
52303	Water and Sewer	Water and sewer service for Senior Center Building and yard. Bills are mailed directly to WPC Finance	\$500.00	\$
52803	Master Policy insurance	Liability insurance premiums, are distributed by WPC Finance Office (might increase if you decide to insure street light poles)	\$3,308.00	\$WP Finance fill in
52915	Contract Services	This item was moved to salaries and wages. Closed.	-0-	-0-

Total for General Fund - \$

McGill Town – Public Safety – 280- 300

Line Number	Line Item	Description of Proposed expense	FY 2019/2020	FY 2020/2021
52103	Operating supplies and expenses	General repairs and/or improvements to the EMS building. This line item is now closed	-0-	\$-0-
52137	Fire Dept. supplies	Most funding for equipment is provided for by the WPC Fire District. Past expenses have covered fire training materials, volunteer safety equipment, jaws of life, fire prevention week promotional materials, etc.	\$600.00	\$
52121	EMT supplies	Past expenses have covered the purchase of the 1945 ambulance to be used for parades, heavy winter jackets, safety gear, or any needed items they request. Line item now closed.	-0-	\$ -0-
52502	Auto repair and maint.	Most repairs have been provided by the Fire District. The Fire Dept. may wish to restore the 1945 Red Cross Ambulance.	\$1,500.00	
54106	Neighborhood Watch	Neighborhood Watch is a sub-committee set up to assist the Sheriff's Office with patrol, general operating supplies, and/or needed materials they request. It had previously been suggested that security cameras be placed around town for surveillance of possible vandalism to businesses, parks, etc.	\$600.00	\$ 600.00
52143	Equipment under \$5,000	This has been budgeted to request any costs of smaller new equipment that may be needed in relation to emergency equipment. Line item now closed.	-0-	-0-
55110 or 53901	Capital outlay	McGill has always supported their emergency services. Current project is Brush Truck – funds have been set aside to make annual payments. Interest is listed below	\$	
59102	Capital outlay interest	If a large purchase is made on the installment plan, the item will have to go out for bid for the purchase and the financing. Once approved, the interest is shown as a separate line item (In 2016 McGill set aside \$100,000 for loan from county) This is an interest only line item. Interest is set by Finance Dept.	\$1,183.00	WP Finance fill in

Total for Public Safety \$

McGill Town – Public Works – 280- 400

Line Number	Line Item	Description of proposed expenses	FY 2019/2020	FY 2020/2021
52103	Operating supplies and expenses	Purchase of annual street light inventory. Inventory used to be stored in brick shed. JW now holds the inventory	\$8,000.00	\$
52301	Electricity	Uncontrolled expenses. Mt. Wheeler Power Mails monthly bills to the Finance Dept. to avoid late charges.	\$22,200.00	\$
52401	Miscellaneous	This is McGill's party fund to cover expenses associated with Easter, Christmas, Labor Day, Fireworks if requested, community business support, entrance signing etc. <i>If fireworks costs are to be more than \$5,000, then we need to budget additional funds. If any donations are received, they are placed in our revenue line item account.</i>	\$13,000.00	\$
52606	Facility repair and maintenance	Contract with JW Electric for labor and use of bucket truck. Bill only as needed. Policy is 5 lights out before call out. We are now requesting JW to provide a complete inventory of all street lights repaired. Several years ago McGill disconnected several street lights because of the high electrical expense. This past year a few of those lights have been reconnected.	\$12,000.00	\$
52915	Contract Services Survey and mapping	Contract is with Basin Engineering. McGill maps are continually needed to be updated. Past projects included parks master plan, house numbering project, street light map, etc. Would like to keep this line item open in the event we need additional maps printed.	\$200.00	\$
53160	Capital improvements (LED Lights)	This was a new line item created for a 3 year project to replace all street lights to LED. This will be year 2 = \$25,500 each year (total amount of project \$76,500.00) 60 lights ea year	\$76,500.00	\$25,500.00
53160-142	Kinnear Library Building Capital Improvement	New line item – Town Hall/Kinnear Library renovations \$100,000.00 had been set aside with the remaining amount carried forward from the previous year. WP Maint. Volunteered their services during winter months.	\$13,447.00	\$
54112	Promotional Materials	This fund was created by the suggestion of the WP Chamber. It covers annual dues, walking tour maps, and any other promotional materials.	\$200.00	\$

Total for Public Works - \$

McGill Town – Parks Maintenance – 280-402 –

Line Number	Line Item	Description of Proposed expenses	FY 2019/2020	FY 2020/2021
51101	Salaries & Wages	Salary for seasonal employee @ \$16.00 per hour Plus salary for seasonal assistant @ \$10 per hour	\$21,500.00	\$
51102	Overtime	Used one time last year. Line now closed.	-0-	\$-0-
51203	PACT	Workmen's comp (calculated by WPC Finance)	\$853.00	\$ WP Finance fill in
51206	Medicare	Required expense (calculated by WPC Finance)	\$312.00	\$ WP Finance fill in
50208	Social Security	Required expense (calculated by WPC Finance)	\$1,333.00	\$ WP Finance fill in
52103	Operating supplies and expenses	General supplies and materials for upgrades.	\$3,000.00	\$
52143	Equipment under \$5,000	Any equipment requests costing less than \$5,000	\$9,000.00	
52303	Water and Sewer	Uncontrolled expenses – Town Council requested that the bills be mailed to Finance Department to avoid late charges.	\$7,000.00	\$
52304	Disposal Service	Uncontrolled expenses – Town Council requested that the bills be mailed to Finance Department to avoid late charges.	\$800.00	\$
52501	Auto Gas & Oil	Fuel to operate park vehicles and equipment. These expenses are through the county shop or Pony Express Service Mart	\$1,500.00	\$
52502	Auto repair	Repair and service of truck, lawn mower, etc.	\$1,000.00	\$
52606	Facility repairs and maintenance	Repair of sprinklers, machinery, mower, fences, curbs, etc.	\$1,000.00	
53101	Equipment over \$5,000	Any equipment costing more than \$5,000 –	\$ -0-	-0-
54118	Parks Project or Earmark Fund	This line item was set up for special projects. Prior projects included building a road, benches, BBQ. This line item may also be used for matching funds for any grants received. Also REWARD includes \$500 private donation toward a reward.	\$1,000.00	\$ 1,000.00 Carried forward
54119	Town Beautification	This line item was originally set up to begin making both entrances to McGill more attractive to travelers and/or tree planting projects. This line item has also been used for the purchase of bulletin boards and/or billboards. Town entrance signs and/or grant matching funds. If the neon welcome signs are purchased, a new line item will need to be created for capital outlay #55110 and interest #59102	\$1,000.00 *** Signs estimated at \$35,000 each	\$ -0-

Total for Parks \$