

The Regular meeting of the McGill Town Council was held on February 15, 2022 at the McGill Town Hall/Kinnear Library Building located at #4 North Fourth (Main) Street at 6:00 P.M.

The following Town Council Members were in attendance:

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

Absent Council Member: Joshua Miller, Chairman

Also in attendance:

Delores Manchester, Secretary/Town Clerk
Sam Maestes, Sr.
Stacy Laird, MRA/Business Rep
Elizabeth Francis, WPC Finance Director
Elanie Eldridge, WPC Chief Deputy Finance Director
David R. Miller, Basin Engineering
Matt Noriega, McGill Volunteer Fire Department
Allan Wise, McGill Volunteer Fire Department
David Willis, McGill Volunteer Fire Department
Eric Pay, McGill Volunteer Fire Department

Council Vice-Chairperson Angelopoulos called the meeting to order at 6:00 P.M.

The Council led the assemblage in the Pledge of Allegiance.

BUDGET WORKSHOP

PUBLIC COMMENT:

Council Vice-Chairperson Angelopoulos called for comments from the audience. There were none at this time.

DEVELOPMENT AND APPROVAL OF MCGILL TOWN'S PROPOSED PRELIMINARY BUDGET FOR FISCAL YEAR 2023 (JULY 2, 2022-June30,2023):

The Council proceeded to review their 2021/2022 budget and set their 2022/2023 budget. The Fiscal Year 2022/2023 budget was set at \$179,355 with the \$25,000 new insurance deductible written into the budget. Regular budget will be \$134,726, with \$44,629 set aside in McGill's Fund Balance (Savings). Notable revisions included changing the insurance deductible from \$1,000 to \$25,000; however, it was necessary to set the \$25,000 aside in the budget if it was needed. It was questioned where was the new brush truck taken after it was removed from the McGill Fire Station, and why McGill Town Council should have to continue to make payments for the brush truck (It was noted there were 4 years remaining on the loan). A new line was created in the Public Works budget (#54119) for town beautification improvements; these funds will be used to make improvements to the sign at the front of

the Town Hall/Kinnear Library Building. Parks budget had equipment budgeted for the purchase of some attachments to the tractor/mower.

McGILL TOWN – FISCAL YEAR 2022/2023 BUDGET NARRATIVE

McGill Town – General Governmental Fund – 280-150

Line Number	Line Item	Description of Proposed Expense	FY2021/2022	FY2022/2023
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 4 years ago @ \$10 per hour for up to 10 hours per month (not to exceed \$100 per month.	\$1,800.00 \$1,200.00	\$1,800.00 \$1,200.00
51203	PACT	Workmen’s comp calculated by WPC Finance (PACT)	\$ 879.00	Finance
51206	Medicare	Medicare Premiums calculated by WPC Finance	\$ 44.00	\$ 44.00
51208	Social Security	Social Security taxes calculated by WPC Finance	\$ 112.00	\$ 112.00
52103	Operating Supplies and expenses	Consumable office supplies (paper, letterhead, ink cartridges, postage, envelopes, thank you cards = \$350. Copy machine monthly contract @29.99 per month = \$360 +\$120 for color copies. Office cleaning supplies. Quarterly web site maintenance estimated @ \$135 = \$540.00 Minute Book @ \$250 X 2 = \$500.00	\$1,750.00	\$1,750.00
52143	Equipment under \$5,000.00	This line item was originally set when we paid rent for the Senior Center. A new copy machine in 2019. In the event there is a need to purchase new equipment, I am asking if the Council can place some funds in this line item should anything break.	\$2,000.00	\$2,000.00
52301	Telephone at Town Hall	Telephone and internet services. \$33.00 per month is reimbursed by the Kinnear Library in lieu of rent. Those funds are deposited into McGill’s misc. revenue account.	\$6,000.00	\$7,000.00
52303	Water and sewer	This was set up to cover the water and sewer service for Senior Center Building and yard. Bills are mailed directly to WPC Finance.	\$ 500.00	\$ 500.00
52803	Master Policy insurance	Liability insurance premiums are distributed by WPC Finance Office. Deductible changed in 2022 from \$1,000 to \$25,000.	\$1,713.00	\$1,713.00 \$25,000.00
52915	Contract Services	This item was moved to salaries and wages. Now closed.	-0-	-0-

Total for General Fund - \$

McGill Town – Public Safety – 280-300

Line Number	Line Item	Description of Proposed expense	FY2021/2022	FY2022/2023
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	\$ 300.00
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.	\$1,000.00	\$1,000.00
54103	Neighborhood Watch	Neighborhood Watch is a sub-committee set up to assist the Sheriff’s Office with patrol, general operating supplies, and/or needed materials they request. It had previously been suggested that security cameras be placed around the Town Hall for surveillance of possible vandalism to businesses, parks, etc.	\$1,000.00	\$1,500.00

52143	Equipment under \$5,000	This has been budgeted to request any costs of smaller new equipment that may be needed in relation to emergency equipment. Line item now closed.	-0-	-0-
55110 or 53901	Capital outlay	McGill has always supported their emergency services. Current project is Brush Truck – funds have been set aside to make annual payments. Interest is listed below.	-0-	-0-
59102	Capital outlay interest	If a large purchase is made on the installment plan, the item will have to go out for bid for the purchase and the financing. Once approved, the interest is shown as a separate line item. (In 2016 McGill set aside \$100,000 toward a new truck. This is an interest only line item. Interest is set by Finance Dept. Finance will inquire with Fire District regarding the 4 years of payments remaining.	\$1,062.00	\$849.00

Total for Public Safety \$

McGill Town – Public Works – 280-400

Line Number	Line Item	Description of proposed expenses	FY 2021/2022	FY2022/2023
52103	Operating supplies and expenses	Purchase of annual street light inventory. Inventory is stored in brick shed next to Standard Market. With new LED light project, possibly this line item can be reduced.	\$ 2,000.00	\$2,000.00
52301	Electricity	Uncontrolled expenses. Mt. Wheeler Power mails monthly bills to the Finance Dept. to avoid late charges. \$2,000 reduction in billing due to LED light project	\$22,200.00	\$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. If fireworks costs are to be more than \$6,000, then we need to budget additional funds. If any donations are received, they are placed in our revenue line item account.	\$10,000.00	\$11,000.00
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. 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.	\$ 8,615.00	\$5,000.00
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. We need to update our Map to include address changes and portions left out of the original map.	\$2,000.00	\$5,000.00
53160	Capital improvements (LED lights)	This is a special line item created for a 3 year project to replace all street lights to LED. Year 3 just ended. Project was \$25,500 each year – total amount of project was \$76,500. This project also includes the \$10,000 the mine donated for the purchase of a storage shed It covered 60 lights each year. Project completed 2022. Line closed.	\$25,500.00 \$10,000.00	-0-
53160-142	Kinnear Library building Capital Improvement	This line item was created to cover Kinnear Library renovations. \$100,000 had been set aside with the remaining amount carried forward from the previous year. WP Maint. Volunteered their services during winter months. Line closed in 2021	-0-	-0-
54112	Promotional Materials	This fund was created by the suggestion of WP Chamber. It covers annual dues, walking tour maps, and any other promotional materials.	\$ 200.00	\$ 200.00

54119	Town Beautification	Line item set up for the improvements/renovating of the metal sign at the front of the Kinnear Library Building	-0-	\$1,000.00
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Total for Public Works \$

McGill Town – Parks Maintenance – 280-402

Line Number	Line Item	Description of proposed expenses	FY 2021/2022	FY20228/2023
51101	Salaries and wages	Salary for seasonal employee @ \$16 per hour Plus salary for seasonal assistant @ \$12 per hour	\$24,000.00	\$24,000.00
51102	Overtime	Used one time 2 years ago. Line now closed.	-0-	-0-
51203	PACT	Workmen's comp calculated by WPC Finance.	\$ 1,172.00	Finance
51206	Medicare	Required expense calculated by WPC Finance	\$ 348.00	Finance
50208	Social Security	Required expenses calculated by WPC Finance	\$ 1,488.00	Finance
52103	Operating supplies and expenses	General supplies and materials for upgrades.	\$ 4,000.00	\$ 4,000.00
52143	Equipment under \$5,000	Any equipment requests costing less than \$5,000	\$ 2,485.00	\$ 5,000.00
52303	Water and sewer	Uncontrolled expenses – Town Council requested that the bills be mailed to Finance Department to avoid late charges.	\$30,000.00	\$35,000.00
52304	Disposal Service	Uncontrolled expenses – Town Council requested that the bills be mailed to Finance Department to avoid late charges.	\$ 800.00	\$ 800.00
52501	Auto Gas & Oil	Fuel to operate park vehicles and equipment. These expenses are through the county shop.	\$ 1,000.00	\$ 1,500.00
52502	Auto repair	Repair and service of truck, lawn mower, etc.	\$ 1,000.00	\$ 1,000.00
52606	Facility repairs and maintenance	Repair of sprinklers, machinery, mower, fences, curbs, etc.	\$ 2,000.00	\$ 2,000.00
53101	Equipment over \$5,000	Any equipment costing more than \$5,000 -past expenses were new mower, etc. 2023 purchase of attachments for tractor	-0-	\$ 7,500.00
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 \$1,000 reward that was posted.	\$ 5,932.00	\$ 1,500.00
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. Also, Weed Control District.	\$ 1,000.00	\$ 2,000.00

Total for Park Maintenance \$

Council Member Ballandby motioned to accept the Fiscal Year 2022/2033 budget.

Council Member Jensen seconded the motion.

Motion was carried by unanimous vote of the quorum present.

The Special Budget Workshop adjourned at 7:27 P.M.

REGULAR MCGILL TOWN COUNCIL MEETING

7:28 P.M.

PUBLIC COMMENT:

Council Vice-Chairperson Angelopoulos called for comments from the audience.

There were no comments at this time.

REORGANIZATION OF THE BOARD – SELECTION OF CHAIR, VICE-CHAIR, AND ASSIGNMENT OF DEPARTMENTS:

Council Member Jensen motioned to select Roxane Ballandby to serve as McGill Town Council Chairperson.

Council Member Maestes seconded the motion.

Motion was carried by unanimous vote of the quorum present.

Council Member Maestes motioned to select Cynthia Angelopoulos to serve as McGill Town Council Vice-Chairperson.

Council Member Jensen seconded the motion.

Motion was carried by unanimous vote of the quorum present.

Department assignments will serve as follows:

Council Chairperson Ballandby – street lights, street signs, streets

Council Vice-Chairperson Angelopoulos – activities

Council Member Jensen – Neighborhood Watch

Council Member Maestes – parks

**Council Vice-Chairperson Angelopoulos passed the gavel to
the new Council Chairperson (Roxane Ballandby) at 7:35 P.M.**

APPROVAL OF ENGINEERING FEES FOR SNPLMA PHASE III GRANT APPLICATION FOR THE MCGILL BALL PARK:

Dave Miller, Basin Engineering, addressed the Council referring to the list that he had provided to the Council Members before this meeting. Explaining that Phase III will complete this Historic McGill Ball Park. The first 2 phases accomplished a lot of restoration; however, there is much more to do before this Ball Park is restored to its original beauty. They need to finish the bleachers, overhead lights, parking lot lights, announcer stand, dugout area, make shade areas, picnic tables, replace sprinklers, move the sprinkling control, review drainage, and so forth. He heard earlier when Finance Director Francis reported that SNPLMA will take a rest for one year before considering future grant applications, this will allow time for him to work on putting together engineering assessments for the McGill Ball Park. There will be several questions when working on his estimates, therefore, he would like to have the Council select a contact person so he may obtain answer between meetings.

Council Member Jensen motioned to employ the services of Basin Engineering to complete the engineering assessment for Phase III of the SNPLMA grant application. Her motion includes naming Council Vice-Chairperson Angelopoulos and Council Member Maestes as contact persons.

Council Member Maestes seconded the motion.

Motion was carried by unanimous vote of the quorum present.

PURCHASE OF PLAQUES FOR MEMORIAL TREES:

The Council explained to the audience that McGill Town Council planted trees in memory of persons. These persons are previous employees, former Council Members, relatives of County Commissioners, and fallen officers. The Council first considered placing plaques at the base of each tree planted; however, through the years, some of those trees died. The Council is now considering a different approach. They would like one large plaque that reads: "Trees Planted in the McGill Parks are in Memory of the Following Citizens". Then name plates will be attached to the plaque, as more trees are planted in memory of someone, more names can be added.

Dave Miller offered assistance, noting that he may have a few resources the Council has not considered yet.

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

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

This item was carried.

APPROVAL OF MINUTES:

Council Vice-Chairperson Angelopoulos motioned to approve the November 16, 2021 McGill Town Council minutes.

Council Member Jensen seconded the motion.

Council Chairperson Ballandby abstained from voting due to being absent from that meeting.

Motion was carried by majority vote of the quorum present.

No action taken on the January 18, 2022 minutes.

APPROVAL/RATIFICATION OF BILLS/AUTHORIZATION TO PURCHASE:

The following bills were read into the record:

Bradley's Bestway Market \$19.97
(Neighborhood Watch refreshments)

IonoWeb \$540.00
(Annual Web Page fee)

OPI \$ 32.52
(Monthly copy machine contract)

Council Member Jensen motioned to pay the bills as read.

Council Member Maestes seconded the motion.

Motion was carried by unanimous vote of the quorum present.

NUISANCE ABATEMENTS:

It was reported that the duplex at #1 and #3 Fourth (Main) Street has a lot of trash stacked up in front of the building. This trash looks offensive to travelers coming through town.

The Council directed the secretary to prepare the Memo to the Sheriff.

CORRESPONDENCE:

The following correspondence was mailed or received since the previous meeting.

1. Letter from George Giannopoulos re: garages.
2. Letter in support of museum in Ruth, Nevada.
3. Letter to JW Electric listing lights in need of repairs.
4. Letter to Basin Engineering re: SNPLMA engineering costs for Ball Park.
5. Memo to WPC Sheriff re: abandoned vehicles.
6. Letter to B.J. Bull Baker welcoming his business.
7. Note from Co. Building Official re: garages.
8. Annual self-evaluation for Co. Clerk.
9. Letter to WPC Manager congratulating him on his appointment.
10. Memo to WPC Clerk re: vacant seat.
11. Secretary monthly report.

ANIMALS AT LARGE/VICIOUS DOGS:

It was reported there has been an orange and white dog running at large on First Street between Avenues B and C.

The Council directed the secretary to prepare correspondence to bring this to the attention of the Animal Control Officer.

PARK MAINTENANCE:

Council Member Maestes reported that Matthew, McGill Parks Manager, had put up the railings at the Ball Park and was planning on putting up some chain link fencing before he left his summer employment. She has not heard from Matthew to find out if he is planning on returning next summer. If he does not return next summer, she would like to advertise for 2 months before bringing on someone new.

FINANCIAL REPORT:

The secretary reported that there are 4 months remaining in this years budget. 61% of the revenues have come in so far this budget year.

FIRE/EMT REPORTS:

Matthew Noriega, McGill Volunteer Fire Chief, addressed the Council explaining that Victoria Noriega has stepped down as Fire Chief in McGill; however, she is remaining active in the Fire Department and serves as an EMT. She is also conducting EMT training classes. During the month of December, the McGill Volunteer Fire Department responded to 30 calls, January they responded to 15 calls. They still have 15 volunteers at the McGill Volunteer Fire Department.

Council Chairperson Ballandby noted that there needs to be better communications, as there had been some confusion sharing duties during the Labor Day and Christmas festivities.

Matthew Noriega provided the Council with his contact information.

STREET LIGHTS:

It was reported there is a light out at the corner of Third Street and Avenue M. It was requested if JW Electric could help remove the Christmas tree lights from the tree at the front of the building.

STREETS & STREET SIGNS:

It was reported that the “No Parking on this Side of the Street” sign is faded, and people are now parking on both sides of the street. The Fire Department noted that they responded to a call in the area the previous week and they could not get the truck down the street because there was not enough room.

The Council directed the secretary to prepare correspondence to both the Sheriff and County Road Dept. explaining that people are parking on both sides of the street blocking through traffic; and that the “No Parking” sign needs to be replaced.

NEIGHBORHOOD WATCH PROGRAM:

Council Member Jensen reported there were only 4 persons at the last McGill Neighborhood Watch meeting. They discussed different ways to seek ne members. And they discussed various topics for future meetings.

YOUTH/COMMUNITY ACTIVITIES:

Council Vice-Chairperson Angelopoulos reported that volunteer groups will begin working on Easter festivities. Noting that there will be different organizations will be assisting to ensure the Easter Bunny arrives in McGill safely.

BUSINESS PLAN/McGILL MERCHANTS REPORTS:

Nothing new to report.

CULTURAL CENTER/KINNEAR LIBRARY REPORT:

Eva Trimble, Kinnear Library/Cultural Center, addressed the Council explaining that they had a lot of books donated and they are running out of bookshelf space. They will be planning another music night within the next few months. There is a parking lot problem. The parking lot is crowded on some days, cars have been hit, and a few cars have gotten stuck in the mud. The library is asking the Town Council for options to correct this problem.

It was suggested they could donate some of their books to the Prison, hospital, and Care Center.

The Council explained that the secretary has spoken with the County Grant Writer about seeking grant funding for the parking lot. Tabatha has explained there can be funds from CDBG, McGill would need to work with the Public Works Director to come up with a plan. The grant application will take time, so possibly, McGill could request the Road Department bring in a load of gravel and spread it around so vehicles will no longer get stuck.

The Council directed the secretary to prepare the necessary correspondence.

McGILL REVITALIZATION ASSOCIATION:

Stacy Laird, MRA, reported that the McGill Revitalization will be assisting all other volunteer groups in helping the Easter Bunny come to town.

McGILL HISTORICAL DRUG STORE MUSEUM:

No report given.

PUBLIC COMMENT:

Council Chairperson Ballandby called for any further comments from the audience. There were no additional comments.

MEETING ADJOURNED:

There being no further business or comments to be brought before the McGill Town Council, the meeting adjourned at 8:36 P.M.