

**GENOA TOWN ADVISORY BOARD**  
**Regular Meeting Minutes**  
**January 10, 2019**

The Genoa Town Advisory Board held a public meeting on January 10, 2019 beginning at 6:30 PM, Genoa Town Meeting Room, 2289 Main St., Genoa, Nevada.

**CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE TO THE FLAG**

The meeting was called to order by Member Linda Birdwell. Present were board members Gordon Pasley, Linda Birdwell, Patricia Eckman, Steve Shively, and Brian Crowe. Also present was Interim Town Manager, Melissa Blosser.

Members of the public were asked to sign in, and the sign in sheet is attached to the original minutes as **Exhibit A**.

Pledge of Allegiance was led by Member Linda Birdwell.

**PUBLIC COMMENT**

This portion of the meeting was open to the public to speak on any topic not on today's agenda. Dan Dykes updated the Town Advisory Board regarding progress of the Genoa Western Heritage Days planning and preparation and mentioned that the committee may have additional requests of the Board regarding the event moving forward. Gail Teig introduced Laurie Leonard from the Nature Conservancy at River Fork Ranch. Bill Brooks mentioned he had a question regarding the annexation project and hoped it would be addressed during the Town Manager's monthly update. No other public comment.

**APPROVAL OF AGENDA**

Prior to Board discussion and action, Interim Town Manager Melissa Blosser stated for the record that the language for Item #9 on the agenda did not match that of the Action Sheet for the item. She stated she had contacted the Town Attorney and read his emailed response to her regarding the situation.

Member Shively moved to approve the agenda; motion seconded by Member Crowe and passed unanimously.

**ELECTION OF CHAIR AND VICE CHAIR**

Member Pasley nominated Member Shively to serve as Chair for 2019; motion seconded by Member Eckman and passed unanimously.

Member Eckman nominated Member Birdwell to serve as Vice-Chair for 2019; motion seconded by Member Shively and passed unanimously.

**APPROVAL OF MINUTES OF PREVIOUS MEETINGS**

Items 2, 3, and 4 were taken together.

Member Eckman moved to approve the November 19<sup>th</sup>, December 5<sup>th</sup>, and December 11<sup>th</sup> meeting minutes; motion seconded by Member Shively and passed unanimously.

## **CONSENT CALENDAR FOR POSSIBLE ACTION**

### **Agenda Item No. 5:**

Discussion to approve the December 2018 financial report including claims paid.

Member Eckman moved to approve the consent calendar item; motion seconded by Member Crowe and passed unanimously.

## **ADMINISTRATIVE AGENDA**

### **Agenda Item No. 6:**

Presentation Award to Greg Pace and Tim DeTurk for their years of service on the Genoa Town Advisory Board

Phil Ritger spoke on behalf of the Town regarding Greg Pace and Tim DeTurk's service on the Town Advisory Board, mentioning Mr. Pace had served a full 12 years on the Board and Mr. DeTurk had taken the role of Chair during his service, and thanking them for their time and effort in serving in a truly voluntary basis. Mr. Pace and Mr. DeTurk were presented with framed prints of original artwork that had been commissioned by the Town for use for special events, and a portion of which was previously used as a Genoa Candy Dance poster.

Mr. Pace and Mr. DeTurk expressed their pleasure in having served on the Town Advisory Board with their fellow members and having worked with Mr. Ritger in his capacity as Town Manager. Mr. DeTurk added he is looking forward to the future of the new Board.

### **Agenda item No. 7:**

Discussion and update on the Centennial Candy Dance "Lillian" Statue Project

Gail Teig presented an update regarding the Centennial Candy Dance "Lillian" Statue Project, mentioning the bas relief would be heading to the foundry by the end of the month and the statue by February. Site plans are moving forward with Roger Falcke agreeing to serve as contractor. Further update on the site and plans will be forthcoming at an upcoming board meeting. The hope is to begin site preparation in March to finish by the end of April. The committee hopes the Board will begin moving forward with planning for 2019 Genoa Candy Dance, including a poster. The unveiling is still planned for August 16, 2019.

There was a discussion of the details of the unveiling ceremony, possibilities for a Candy Dance Poster, the location of the statue in relation to Candy Dance Vendor booth spaces, and the possibility of adding an item to a future agenda to further discuss Candy Dance planning.

Member Shively moved to accept the update; motion seconded by Member Eckman and passed unanimously.

### **Agenda Item No. 8:**

Presentation and approval of Proclamation 2019P-01 recognizing January as National Radon Action Month

Member Shively read Proclamation 2019P-01 prior to a presentation by Nadia Noel, representative of the National Radon Education Program, detailing information about radon, testing kit availability, and presentations as well as the importance of spreading information

about radon and radon testing due to the elevated levels found in a high percentage of homes in Douglas County.

There was a discussion of when and how results from testing are communicated. Member Shively commented that the presentation held in the Genoa Town Hall on January 9, 2019 was well attended and encouraged attendance at the other presentations to be held at CVIC on January 17<sup>th</sup> and TRPA on January 22<sup>nd</sup>. Both will be at 6:00 PM.

Member Eckman moved to approve Proclamation 2019P-01; motion seconded by Member Crowe and passed unanimously.

**Agenda Item No. 9:**

Update on recruitment of Genoa Town Manager on behalf of Douglas County Human Resources by Melissa Blosser and Patricia Eckman

Member Eckman provided an update of the process thus far in recruiting and interviewing for the position of Town Manager. The final three (3) candidates have been selected and in-person interviews now need to be set. A tentative date for the interviews is either January 24<sup>th</sup> or 25<sup>th</sup> beginning in mid-afternoon and allowing time to interview, deliberate, and take a break for each of the candidates.

Member Birdwell clarified the Board's previous action of appointing Member Eckman to serve as liaison to Douglas County Human Resources in the initial screening and interviewing of candidates, but stated that the final, in-person interviews will be conducted by the full Board and in public. Interim Town Manager Melissa Blosser noted that the applications of the final candidates have been included in the Board Packets and are available for the public. In addition, she noted the Town attorney has been contacted to attend the interviews and is available either of the days being considered. Member Crowe suggested the Board create a list of outstanding items along with relevant dates and information to be provided to the new Town Manager to avoid losing anything in the transition. Prior to discussion of confirming a date for the interviews, Member Shively wished to address a discrepancy in the number of candidates being presented and what the Board had decided at the November 19<sup>th</sup> meeting.

There was a discussion regarding what the process would be to bring back an additional two (2) candidates to have a total of five (5) candidates for in-person interviews and the possibility of needing a special meeting to move forward with this.

Action on this item will be delayed until a special meeting to be scheduled.

Under Public Comment, Bill Brooks questioned when the additional applications would be made available to the public, and was told the date would be dependent on serving notice to the candidates but that it would be prior to the special meeting date. Interim Town Manager Melissa Blosser thanked Member Eckman and Cindy McMurry of Douglas County Human Resources for their time and effort during this process.

**Agenda Item No. 10:**

Update and discussion on the Douglas County Stormwater Program and how it pertains to the Town of Genoa

Phil Ritger, Director of Public Works presented information regarding the Douglas County Stormwater Program's creation, funding, and process for determining projects for the focus of

the program. Mr. Ritger also discussed how the Town may benefit from the Stormwater Program being a dedicated program that could allow for resources to more readily available to the Town's use in addressing issues.

Under Public Comment, Bill Brooks addressed his concerns about the Town's ability to plan for maintenance and preventive actions in dealing with drainage issues in Genoa. Mr. Brooks also sought clarification on who is to be contacted and responsible for issues of drainage and flooding in the Town, and was told that initial contact regarding issues should be going through the Town Manager. In responding to Mr. Brooks' concerns, Mr. Ritger further addressed past flooding issues that the Town has faced and the factors impacting the area.

**Agenda Item No. 11:**

Discussion on Candy Dance Volunteer Thank You Event. Melissa Blosser will look for Town Board direction on event details, date and financial allocation

Interim Town Manager Melissa Blosser provided background on discussions regarding a possible Thank You Event for the 2018 Genoa Candy Dance volunteers. A date sometime in February has been considered, and further Board direction and assistance is being sought.

There was a discussion of past events and possible ideas for the current event. Member Shively suggested a potluck to be held in the Town Hall with the Town providing a main dish and entertainment for the event. Saturday, February 23<sup>rd</sup> was tentatively settled on. A possible budget for the event was discussed.

**Agenda Item No. 12: Not For Possible Action**

Discussion on Town Manager's monthly report

Interim Town Manager Melissa Blosser provided an update on the annexation process and next steps involved in surveying, noticing, and moving forward with the application process, looking to the April deadline for application submission. There was a discussion of the process of surveying, including seeking cost estimates and properties to be annexed. Ms. Blosser also discussed possibility of moving forward with submitting Capital Improvement projects for funding from RDA 1 funds and holding a public meeting to discuss projects. There was a discussion of possible Town of Genoa projects to be considered and assessed for submission. Finally, Ms. Blosser welcomed the new Town Advisory Board members.

Under Public Comment, Bill Brooks sought clarification on the possible funds available for the Capital Improvement projects and encouraged the Town to take advantage of this opportunity to put forward projects, mentioning possibilities.

**Agenda Item No. 13: Not For Possible Action**

Discussion on Board Members' comments, activities and liaison committee reports.

Member Pasley thanked the volunteers for all they do and is in favor of the Thank You event. Member Eckman thanked Roger and Alison Grey for all their work during Candy Dance. Member Shively reminded his fellow members about the OML training on January 15<sup>th</sup> as well as financial disclosure and contribution reports to be submitted. He mentioned January 9<sup>th</sup> was law enforcement appreciation day. Finally, Member Shively read a statement of farewell to Tim DeTurk and Greg Pace, thanking them for their service. Member Crowe wished to thank Member Shively for accepting the role of Chair for 2019 and thanked Mr. DeTurk and Mr. Pace for their service. Member Birdwell questioned what actions need to be taking place currently in

planning for the 2019 Genoa Candy Dance. There was mention of vendor applications, booth prices, and committees as items to be considered in coming days, possibly as part of a special meeting.

### **PUBLIC COMMENT**

June DeTurk mentioned Elaine Shively's suggestion of encouraging period dress for the 2019 Genoa Candy Dance Dinner Dance in publicity. Elaine Shively mentioned Kim Coppel has provided websites for acquiring period clothing, and that information will be published in the next Genoa Connection. Bill Brooks encouraged the Board to set up a committee for inspection of Town facilities in relation to the Capital Improvements and inquired about the Town Budget. Phil Ritger discussed the January 15<sup>th</sup> filing deadline for annual filings for elected and appointed officials, pointing out that the filing in 2019 is for year 2018. Ms. DeTurk mentioned members can file ahead. Tim DeTurk mentioned a street light outage in town. Mr. DeTurk also updated the Board on a rock for dealing with drainage issue, and about getting a bid for the retaining wall of the Church. Betsy Falcke suggested looking into air-conditioning for the Town Kitchen as a benefit to the Genoa Candy Dance candy makers.

### **ADJOURNMENT**

Member Shively moved to adjourn the meeting at 8:25 PM; motion seconded by Member Birdwell and passed unanimously.

Minutes prepared by:  
Tiffini Drew  
Office Assistant, Town of Genoa

Exhibit A



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**Genoa Town Advisory Board Meeting**  
**MEETING DATE: JANUARY 10, 2019**  
**SIGN-IN SHEET (PLEASE PRINT)**

Name (FIRST & LAST)

Don Dylces	
Erin Pasley	
Terri Schultzy	
Alex Alexander	
Nadia Nrei	
Susan Howe	
Chrs & Phil Ritger	
Staine Shively	
Paul King	
Manly Presti	
Tom Presti	
Randy & Bessy Falck	
Myra	
Alison & Roger Grey	