

**CARLIN CITY COUNCIL
CITY OF CARLIN, STATE OF NEVADA
SPECIAL MEETING
CARLIN MUNICIPAL COURT ROOM
101 SOUTH EIGHTH STREET
CARLIN, NEVADA**

**April 30, 2019
6:00 P.M.**

Call to Order and Roll Call

Mayor Dana Holbrook called the meeting of the Carlin City Council to order at 6:00 p.m.

Council Members Present:

Mayor Dana Holbrook
Vice Mayor Lincoln Litchfield
Councilperson Pam Griswold
Councilperson Margaret Johnston
Councilperson Cameron Kinney

Council Members Absent:

None

Staff:

LaDawn Lawson, City Clerk

Public:

D'Anne Wright
Kristin McQueary
Cliff Eklund

Pledge of Allegiance

1. **Comment by the General Public: Pursuant to NRS 241.020(2)(D)(3)(I & II) this time is devoted to comments by the general public and possible discussion of those comments. No action may be taken upon a matter raised under this item until the matter has been included on a successive agenda pursuant to the required procedures at the discretion of the City in accordance with applicable law and identified as an action item. (Non - Action Item).**
 - a. Councilperson Margaret Johnston stated that in Elko at the museum they are having a showing of the Chinese Railroad Workers, including in Carlin, and it will be at 1:00 p.m. and 6:00 p.m.
2. **Public Comment may be taken prior to any Action Being Taken by the Council: Possible review, discussion, and/or appointment of Kristin M. McQueary to the**

position of Interim Carlin City Manager, which may be conditional upon and subject to entering into employment agreement. (For Possible Action).

- a. Mayor Dana Holbrook stated he asked this to be proposed to the Council and he would like to see Kristin help them out for a couple months on a part-time basis because she is available, in the area, and is knowledgeable of how City governments work.
- b. Kristin McQueary reviewed her professional experience and stated she thinks she can help them find a full-time City Manager.
- c. Vice Mayor Lincoln Litchfield asked Kristin McQueary how many people she has managed at one time.
- d. Kristin McQueary answered the question by reviewing her experience and stating she managed about 6 or 7 at a time.
- e. Vice Mayor Lincoln Litchfield stated he sees an interim as a detriment because the City relies upon them and it can prevent moving forward to hiring a new City Manager. Vice Mayor Litchfield asked Kristin McQueary if she plans on just being a warm body and not actually being active and getting stuff done.
- f. Kristin McQueary stated she thinks she can help them find a new City Manager and that would be her goal. Kristin McQueary stated because of her PERS situation she needs the City to declare the position a critical needs position so working part-time for them doesn't cause problems with her PERS. Kristin McQueary further described what she hopes she can do as the Interim City Manager.
- g. Vice Mayor Litchfield stated in her interview she said she didn't have any direct experience with budgets and he asked her how she expects to handle the City wide budget.
- h. Kristin McQueary stated she has learned a lot through osmosis and she doesn't have any preconceived notions about the budget which will make her ask them hard questions.
- i. Councilperson Pam Griswold stated she mentioned part-time but she asked if for a short time she would be willing to do five days a week until school lets out. Councilperson Pam Griswold stated she agrees with Lincoln about the problem with just having a warm body part-time.
- j. Kristin McQueary stated it would be very difficult for her and she doesn't want to cost them a lot of money.
- k. Mayor Holbrook reiterated why he thinks they should hire her. Mayor Holbrook stated he would continue to do what he has been doing and he needs a little help.
- l. Councilperson Pam Griswold stated they just did the other interviews and asked if they have thought about asking the other candidates they interviewed with.
- m. Mayor Holbrook stated he thought Kristin could look at those candidates and come back with recommendations on them but it would take some time to get them hired and in the office.
- n. Councilperson Pam Griswold asked if they offer the job to another candidate and they are here in 3 to 4 weeks then what impact can Kristin have.
- o. Kristin McQueary stated she can put together a book on all the departments and boards, policies and procedures, and deadlines that the new City Manager will need to know about. Kristin McQueary stated she can also field phone

- calls and talk to all the Council members about their priorities. Kristin McQueary further discussed what she could do for them including using her contacts.
- p. Councilperson Pam Griswold asked how long it will take to make it a critical needs position.
 - q. LaDawn Lawson stated she hasn't finished looking at all the PERS rules so she is not sure.
 - r. Councilperson Pam Griswold stated if it takes three weeks to make it a critical needs position then hiring her would be pointless.
 - s. Councilperson Cameron Kinney asked what would happen if it was turned down.
 - t. Cliff Eklund stated he did critical needs with Chief Bauer and it was fine.
 - u. LaDawn Lawson stated she doesn't think it will be turned down.
 - v. Councilperson Margaret Johnston stated she thinks she brings a lot of assets and they have been stalled on a lot that needs to get going. Councilperson Johnston stated she thinks it would behoove them to have her until they can find a full-time manager.
 - w. Councilperson Pam Griswold asked if Kristin is still willing to work in the transition period when a new City Manager gets hired.
 - x. Kristin McQueary stated she would be willing to do that.
 - y. Vice Mayor Litchfield stated they had an interim city manager and his words were exactly the same as hers so he is still concerned. Vice Mayor Litchfield stated he heard a lot of different projects, including a book, and he thinks they already have that in place. Vice Mayor Litchfield stated he has hired warm bodies before and it came back to bite him so he is against interim employees.
 - z. Cliff Eklund stated he thinks they have a very unique opportunity to hire her and that she will not be a just a warm body.
 - aa. Kristin McQueary stated no matter how the vote turns out she has thick skin and wants them to vote the way they truly feel and to not worry about hurting her feelings.

Councilperson Margaret Johnston made a motion to appoint Kristin McQueary to the position of interim City Manager of the City of Carlin, subject to entering into an employment agreement and completion of a background check. Councilperson Pam Griswold seconded the motion. Vice Mayor Lincoln Litchfield voted no. The motion passed.

- 3. Public Comment may be taken prior to any Action Being Taken by the Council: Possible review, discussion, negotiation, deliberation, entering into a contract, and/or further action for the Carlin City Manager Interim Position between Kristin M. McQueary, and the City of Carlin, and may be subject to and/or referred to City Attorney's office, other City officials or staff, for review, drafting, and/or approval of said contract, and all related matters. (For Possible Action).**

- a. Mayor Holbrook stated this would be a straight hourly contract without PERS.
- b. Councilperson Pam Griswold asked if they want to wait to do this until they

- see if the critical needs designation is approved.
- c. Kristin McQueary stated she would prefer to do hourly, two days a week. Kristin McQueary stated she talked to Mayor Holbrook about \$100.00 an hour because the statutory rate for criminal defense work as a conflict attorney with the Public Defender's office would be \$125.00 per hour. Kristin McQueary stated she used it as a base rate for her knowledge and skill set. Kristin McQueary stated she doesn't want to under price herself or overprice herself and work hard for getting them a permanent manager.
 - d. Mayor Holbrook stated that is no insurance or PERS.
 - e. Vice Mayor Lincoln Litchfield asked if they would still be paying social security and taxes.
 - f. Kristin McQueary stated she can call her accountant if the taxes come out on their end or her end.
 - g. Mayor Holbrook stated he would not bring a full-time person in for the short term at that rate but in this case he believes it is worth it.
 - h. Councilperson Pam Griswold stated that sounds like an awful lot.
 - i. Councilperson Cameron Kinney asked if that would be 8 hour days or 10 hour days.
 - j. Kristin McQueary stated it would be 8 hours day with some flex to cover board meetings and the days they put together agendas. Kristin McQueary stated she is more a morning person but she knows they meet in the evening. Kristin McQueary stated she has a list of ideas where to look if their current candidates do not work out.
 - k. Mayor Holbrook stated he wanted to do a two month contract with her and see how it goes and see what the value is. Mayor Holbrook stated he thinks if they can get a couple things going they can make that money back.
 - l. Vice Mayor Lincoln Litchfield stated they have to be very careful with that because they could be held liable if someone takes something she says as legal advice.
 - m. Kristin McQueary stated she always prefaces conversations with being clear that she is not providing them with legal advice. Kristin McQueary stated she is aware that there is a line and that they can ask the County Commission about it because she has always preferred to stay back from that line.
 - n. Vice Mayor Lincoln Litchfield asked Kristin McQueary if there is any wiggle room in her \$100.00.
 - o. Kristin McQueary stated there is no wiggle room.
 - p. Mayor Holbrook asked Kristin McQueary if she feels confident that she can give them a \$100.00 an hour value.
 - q. Kristin McQueary stated she believes she can.
 - r. Councilperson Pam Griswold stated she would like to see it capped at 2 months and if they get someone in the meantime that she step aside.
 - s. Councilperson Pam Griswold asked LaDawn Lawson for her opinion if it will be worth it.
 - t. LaDawn Lawson stated she thinks there are several things, like the franchise agreements that need to be looked at and renewed and the agendas, which she could take off of her plate pretty easily.
 - u. Vice Mayor Lincoln Litchfield stated he knows she is an attorney so \$100.00 seems like a small amount but for him it seems a large amount and he does not think he can see the value for that cost.

- v. Mayor Holbrook reiterated all the reasons he thinks she could help.
- w. Councilperson Pam Griswold stated she doesn't really like interim either and it is a lot of money but she can see how they need someone to come in and take some of the pressure off. Councilperson Pam Griswold stated she hopes it will be good money spent and she thinks they should go ahead and get it done.
- x. Vice Mayor Lincoln Litchfield stated the contract they have in front of them is for a full-time City Manager and will not work. Vice Mayor Litchfield asked about drawing up a new contract.
- y. Kristin McQueary stated she could come in Monday, Tuesday or Wednesday of next week and the week after is an insurance pool training.
- z. Vice Mayor Lincoln Litchfield asked if May 13th would be acceptable.
- aa. Kristin McQueary stated that would be fine.

Vice Mayor Lincoln Litchfield made a motion to enter into a contract with Kristin A. McQueary as the Carlin City Manager interim position contingent upon the background check coming back clean and that the City Clerk will get with the City Attorney to draft a City Manager Employment Agreement between the City of Carlin and Kristin A. McQueary, for a period of two months, start date would be May 13th, with an hourly rate of pay of \$100.00 per hour and not to exceed in the two months \$18,000.00. Councilperson Pam Griswold seconded the motion. The motion passed.

- 4. Comment by the General Public: Pursuant to NRS 241.020(2C) this time is devoted to comments by the general public and discussion of those comments. No action may be taken upon a matter raised under this item until the matter has been included on a successive agenda and identified as an action item. (Non-Action Item).**
- a. Cliff Eklund stated they have the rodeo coming up on May 4th and all the anti-gun bills passed through the legislature. Cliff Eklund stated they did get the penny a mile passed. Cliff Eklund stated on the 15th of May is the Church. Further discussion was held regarding who could go to the County Commissioner's meeting. Cliff Eklund stated as far as he knows there are no problems with it.

5. Adjournment. (Possible Action Item)

Councilperson Cameron Kinney made a motion to adjourn. Vice Mayor Lincoln Litchfield seconded the motion. Mayor Dana Holbrook adjourned the meeting at 7:01 p.m.

Approved:

Attest:


Mayor Dana Holbrook


City Clerk LaDawn Lawson