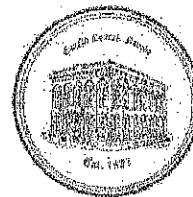


# Town of Crescent Valley

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## Crescent Valley Town Advisory Board

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**\*\* Chair Nona Kellerman \*\* Vice-Chair Jessica Evertsen \*\* Clerk Charles Bledsoe \*\***

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### *Minutes* January 13, 2020

#### **I. CALL TO ORDER:**

Chair Nona Kellerman called the meeting to order at 4:39 p.m.

#### **II. ROLL CALL:**

Chair Nona Kellerman and Vice Chair Jessica Evertsen were present. Member Charles Bledsoe attended via conference call.

#### **GUESTS IN ATTENDANCE:**

Ron Damele, Ray Hodson, and Joyce Jeppesen

#### **III. PUBLIC COMMENT AND DISCUSSION:**

Ron Damele announced that Kathy Kinkade will be retiring from the County in February after 22 years. He congratulated her on her retirement, and hopes she can do the things she wants to do and enjoys. He thanked her on behalf of the County for her service and wished her good luck in her retirement.

#### **IV. APPOINTMENT OF OFFICERS:**

- A. Vice Chair Evertsen motioned to retain Nona Kellerman as Chairperson; Member Bledsoe seconded the motion. Motion carried (3-0).
- B. Member Bledsoe motioned to retain Jessica Evertsen as Vice Chair; Nona Kellerman seconded the motion. Motion carried (3-0)

#### **V. REVIEW MINUTES:**

- A. Vice Chair Evertsen motioned to approve the minutes from the December 12, 2019 meeting as written; Member Bledsoe seconded the motion. Motion carried (3-0).

#### **VI. CVTAB BUDGET FOR 2020/2021:**

- A. *Crescent Valley Park*: Nona Kellerman advised, after talking with Ron Damele, it would be better to add a separate shelter instead of adding on to the existing shelter. The new shelter would be approximately 16 feet x 20 feet. The concrete would still be one pad with

approximately 10-15 feet of space between the two shelters. The cost for the shelter is \$10,499 and repairs for the existing structure would add an additional 15%. Vice Chair Evertsen motioned to approve the additional 15% to the cost of the shelter for repairs on the existing structure; Member Bledsoe seconded the motion. Motion carried (3-0).

- B. Concrete pad:** Chair Nona Kellerman advised the new concrete pad should extend 10-15 feet more than the original 16 x 20 feet plan to allow for a small area between the two structures. This would increase the cost approximately \$1,500.00 making the total cost \$6,500. Vice Chair Evertsen motioned to approve the increase in cost for the concrete pad from \$5,000 to \$6,500; Member Bledsoe seconded the motion. Motion carried (3-0).
- C. Picnic Tables:** Nona Kellerman stated that four new tables will be requested, with being wheel chair accessible. She pointed out that the ADA compliance is only for the table, not the entire park. The tables will be 8-foot versus the 10-foot as previously discussed. Vice Chair Evertsen made a motion to purchase four 8-foot tables; Member Bledsoe seconded the motion. Motion Carried (3-0).
- D. Community Center:** Chair Nona Kellerman advised that some of the items planned for the capital outlay request could be purchased under the services and supplies budget, as they are not capital outlay items. Vice Chair Evertsen motioned to increase in the supplies and services budget to purchase ten 8ft-rectangular tables with rolling rack, six table linens and six table skirts, two privacy screens, and battery operated lights for the conex; Member Bledsoe seconded the motion. Motion carried (3-0).
- E. Miscellaneous:** Chair Nona Kellerman requested a second application of puncture vines (goat heads) in late June. Ron asked Nona to make a request to Public Works via email for the second application. Ron did advise that if Public Works personnel are busy at that time, the second application might not be practical. Two additional solar lights are requested for the Crescent Valley Welcome sign to illuminate flags. Ron advised that the Nevada Department of Transportation permit would need to be amended to allow for the addition of the lights. The purchase of the lights will be in fiscal year 2021. The Town Board is requesting two additional streetlights and will request those from Public Works once the locations have been determined; one proposed location is McDaniels Street and Airport. Ron advised the Street Lighting budget would cover the cost. Member Bledsoe also advised the streetlight on Fourth Street keeps flickering. Chair Nona Kellerman reviewed the current budget and recommended to increase the salaries and employee benefits, as there is only 17% left for the remainder of the year. Vice Chair Evertsen motioned to increase the salaries and employee benefits for fiscal year 2021; Member Bledsoe seconded the motion. Motion carried (3-0).

## **VII. RECOMMENDATION TO COMMISSIONERS TO HIRE AND/OR CONTRACT AN ACTIVITIES COORDINATOR:**

- A.** Member Bledsoe stated that the Crescent Valley Town Advisory Board is not an activities board, and if activities were going to continue, then a temporary person should be hired or

have more community involvement. If assistance was not received, he suggested the activities not continue. Chair Nona Kellerman advised that a temporary person would not be hired and that the secretary will have a limited amount of time due to other duties within the county. She also stated the board might need to take on a few more duties. Nona Kellerman advised one solution is to hire "contract help", as it is within the budget. This person, possibly not more than three people per event, could do some of the more time consuming duties. Member Bledsoe motioned to increase the services and supplies budget by \$600.00 to assist with events versus hiring a temporary activities coordinator; Vice Chair Evertsen seconded the motion. Motion carried (3-0).

**IX. CORRESPONDENCE:**

Correspondence was reviewed and placed on file.

**X. NEXT REGULAR MEETING:**

The next regular meeting of the Crescent Valley Town Advisory Board is scheduled for January 27, 2020.

**XI. PUBLIC COMMENT AND DISCUSSION:**

- A. Discussion – None at this time.
- B. Items for future agendas – \$800.00 for Easter program.

**XII. ADJOURNMENT**

The meeting was adjourned at 5:25 p.m.

*Approved on January 27, 2020*



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Nona Kellerman, CVTAB Chairman

ATTEST:

  
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CVTAB Secretary