

THE HONORABLE CITY COUNCIL OF THE CITY OF LOVELOCK MET IN REGULAR SESSION ON NOVEMBER 19, 2025, AT THE LOVELOCK CITY HALL AT 5:30 P.M.

Present:	Mayor Council Member Council Member Council Member Deputy City Clerk City Clerk Legal Counsel	Rodney Wilcox Bonnie Skoglie Kirsten Hertz Jordan McKinney Perri Stewart Nicole Reitz Sean Rowe
Absent	Police Chief	Michael Mancebo

Visitors: None
ZOOM: Sydney Trainor

PUBLIC COMMENT-PERSONAL COMMUNICATION-CORRESPONDENCE :

None at this time

ECONOMIC DEVELOPMENT:

None at this time

MINUTES REVIEW-APPROVAL:

The council reviewed the November 18 and November 19, 2025, meeting minutes. Council Member McKinney expressed appreciation for the clerk’s work but raised concerns that the minutes were too long and too close to a verbatim transcript, noting that minutes should be a brief overview of what was discussed and the actions taken, with detailed verbatim content left to the audio recording. McKinney suggested that overly detailed minutes make the documents unwieldy and more difficult to work with, especially when meetings have relatively few agenda items. The city attorney Sean Rowe agreed that minutes should not function as a transcript, but they must still provide an adequate historical record, including who attended, what was presented, and the general substance and intent of discussions. He emphasized that minutes should give enough context to understand what was said and decided, without attempting to capture every word. Council discussion acknowledged the need to strike a balance between transparency and practicality, landing “somewhere in the middle” between very sparse notes and a full transcript. McKinney suggested that future minutes focus on clearly stating who said what in summary form, the issues discussed, directions given to legal counsel, and the actions taken on each item, rather than quoting every exchange.

Ultimately, the council agreed to accept the minutes as presented, with the understanding and direction that future minutes will be more concise and summary-style.

Council member Skoglie offered a motion to approve the minutes for November 18, 2025

Motion carried unanimously

Council member McKinney offered a motion to approve the minutes for November 19, 2025

Motion carried unanimously

BUSINESS IMPACT DETERMINATION:

The council briefly revisited the standing “Business Impact Determination” agenda item. The city attorney explained that this section, as currently formatted on the agenda, does not align with the actual legal requirements for making business impact determinations and is therefore unnecessary and effectively meaningless in its present form. Based on this guidance, staff confirmed that the business impact determination paragraph and related boilerplate will be removed from future agendas. No formal action was taken other than to discontinue including this item going forward.

SEWER-DISPOSAL ACCOUNT DELINQUENCIES / ADJUSTMENTS / REFUNDS:

Clerk Reitz reported there were no delinquent accounts or related adjustments/refunds to present at this time, and no action was required on this item.

POOL/PACT AUDIT AND FINDINGS / CORRECTIVE ACTIONS / PROCEDURES TO ADOPT:

The council took up the agenda item regarding review of the POOL/PACT audit and findings, corrective actions, and procedures to adopt. Staff reported that the City has not yet received the final review of the safety plan back from Legal Counsel. As a result, there were no specific findings, corrective actions, or new procedures available for council review at this time, and the item was deferred pending receipt from legal counsel.

PROPOSAL TO RAISE GARBAGE RATES \$2.00 BEGINNING JANUARY 2026:

The council considered a city administration proposal to increase garbage rates by \$2.00 per month starting in January 2026. During discussion, it was clarified that garbage and sewer rates are on separate tracks: sewer is already scheduled to increase by \$2.50 annually through 2028, while this new proposal specifically addresses garbage service only. Council members and staff discussed whether the new \$2.00 increase would be in addition to the already scheduled increments or if it would overlap. It was confirmed that the existing \$2.50 schedule (for sewer) would remain in place, and the \$2.00 increase would be added on top as a new base rate for garbage. Comparisons were made with nearby jurisdictions and with the rate that residents currently pay inside city limits (\$16.00) and outside city limits (\$18.00), with the consensus that the new rate would still be reasonable for trash collection. The city attorney also noted that future adjustments could be revisited based on operational costs, and that the council would retain the ability to perform a cost analysis and consider additional changes later if warranted. After discussion, Council member Hertz offered a motion to raise garbage rates by \$2.00 per month beginning January 2026.

Motion passed unanimously

INTRODUCTION OR AN ORDINANCE AMENDING LOVELOCK MUNICIPAL CODE CHAPTER 7 CITY ADMINISTRATION TO CHANGE REGULAR MEETINGS TO ONCE PER MONTH ON THE THIRD WEDNESDAY OF EACH MONTH:

The council considered a possible introduction of an ordinance amending Lovelock Municipal Code Chapter 7 to change the schedule of regular council meetings to once per month on the third Wednesday. During discussion, members debated whether meeting only once a month would provide enough time to address the significant number of issues currently before the city. Council member McKinney felt that meetings should not be held “just to have a meeting” when agendas lack substance and that necessary work could be accomplished in a single, longer monthly meeting, with special meetings called as needed. Council member Hertz emphasized that the city has many pending matters and a responsibility to citizens to continue meeting twice a month, and that if agendas seem light, more substantive items should be placed on the agenda rather than reducing meeting frequency. Sean Rowe, city attorney clarified that the question at this stage was not to adopt the change, but simply to determine whether there was interest in

sponsoring and introducing the bill so that a public hearing and fuller debate could be scheduled. Council Member Skoglie volunteered to sponsor the ordinance so the process could move forward. No final action was taken on changing the meeting schedule at this meeting. Legal counsel will research the issue further, including how other similar-sized jurisdictions schedule their meetings, and bring back information and a formal ordinance for future consideration.

INTRODUCTION OF AN ORDINANCE AMENDING LOVELOCK MUNICIPAL CODE CHAPTER 29 SECTION 29.115 LICENSE FEES CHANGING THE BASIS FOR IMPOSING FEES:

Deputy Clerk Stewart presented concepts for amending Lovelock Municipal Code Chapter 29, Section 29.115 to update the business license fee structure. Stewart explained that the existing ordinance, which bases fees on outdated business categories and inventory value, no longer reflects modern business types and is confusing to administer (e.g., difficulty classifying new businesses such as cryotherapy and references to obsolete categories like “fortune tellers”). Clerk Reitz and Deputy Clerk Stewart researched other Nevada jurisdictions and outlined two main approaches, shifting to a sales-based fee schedule (with tiers based on gross sales and a standard initial fee for new businesses), or adopting a flat fee model similar to the county’s system, with annual or prorated fees and no detailed categories. The Council, Mayor and City Attorney discussed pros and cons of sales-based fees (including verification challenges, use of sales tax reports, and administrative workload), the adequacy of a single flat business license fee could be fair, but larger businesses typically use more city services than smaller businesses. There was discussion of also simplifying the process for both staff and applicants. Stewart also recommended moving from semiannual to annual business license billing and proposed updating related application forms and liquor license procedures.

No ordinance language was adopted at this meeting. Council members were invited to review comparison materials and to go through the current ordinance in detail. The item was continued for ongoing discussion; Legal Counsel is to return with draft ordinance language and supporting materials at future meetings.

INTRODUCTION OF AN ORDINANCE AMENDING LOVELOCK MUNICIPAL CODE CHAPTER 15 SECTION 15.263 REGARDING SPEED RESTRICTIONS WITHIN THE CITY OF LOVELOCK:

Sean Rowe, City Attorney presented a proposal to amend Lovelock Municipal Code Chapter 15, Section 15.263 to update how speed limits are established within the city. He explained that under the current ordinance, changing the speed on a single street requires amending the ordinance itself, which is cumbersome and had complicated a recent request from the hospital to lower speeds in front of its facility. The proposed amendment would instead allow speed limits to be set by council resolution, supported by an adopted speed-limit map, and would authorize the mayor and chief of police to impose temporary speed reductions for events or special circumstances, with appropriate signage. Council members expressed support for the added flexibility, noting current concerns such as speeding on 15th Street and the potential for future neighborhood petitions. The existing ordinance language was described as confusing and at times contradictory. The council agreed to move forward with the process: the ordinance will be formally introduced and scheduled for a public hearing at a future meeting (anticipated in January), at which time specific speed-zone changes, including near the hospital, can be considered.

BUSINESS LICENSES-BUILDING PERMITS-LIQUOR LICENSES-SPECIAL EVENTS LIQUOR LICENSES:

A new business license was issued to Elevated Elegance, owner Nicole Rowson (Sorano) a hairstylist that will be located at Swanson and Co. Salon on 11th street.

PROCLAMATIONS-AWARDS:

None at this time

MAYOR-COUNCIL-STAFF REPORTS-PROPOSALS:

Council member Hertz had no report. Council member Skoglie reported involvement with the “Santa for Seniors” program, noting that gift bags will be stuffed at her home on December 13. The City Attorney reminded members that if multiple council members attend, their participation must remain strictly social and not involve city business discussion. Clerk Reitz presented a written Public Works report summarizing recent and ongoing activities, including leaf and litter cleanup, street sweeping, sewer line maintenance in coordination with Lovelock Meadows Water District, sewer plant repairs (sodium room repainting, piping repairs), and Christmas light installation. The report also covered extensive equipment repairs (multiple garbage trucks, backhoe rear end), ordering of 50 replacement trash cans and repair of damaged dumpsters, upcoming MSHA and CDL training for crews, alleyway improvements, nuisance abatement work on junk vehicles and boarded houses, snow and park preparation, and plans for improved public communication on trash routes and holiday changes, including a printed and online annual calendar. Mayor Wilcox reported that City Hall has been busy with public inquiries and that staff are moving forward with enforcement related to junk cars, trailers, and nuisance properties. He noted significant cooperation from the railroad, which plans after the first of the year to demolish and clear several dilapidated houses, with the area already posted and taped off to prevent trespassing and scavenging; the police department is monitoring the site. The mayor also announced an upcoming transition in the fire department, stating that a new Fire Chief, Rich Wagner, and Assistant Chief, Dan Murphy, will take over within about two weeks, while he steps down to serve as a regular firefighter after many years as chief. Additional brief updates were provided regarding animal control, the shelter is currently full and we are expecting a staff maternity leave. Council member Skoglie expressed appreciation for the detailed Public Works reporting and the efforts of staff, noting it helps them respond to questions from the public. No formal actions were taken under this item.

VOUCHERS, CLAIMS AND PAYROLL:

Vouchers, claims, and Payroll were reviewed. Council Member Hertz offered a motion to approve the Vouchers, Claims, and Payroll as presented.

Motion carried unanimously.

PUBLIC COMMENT:

None at this time

Council member Skoglie offered a motion to adjourn the meeting.

Motion carried unanimously

There being no further business, the meeting was adjourned at 6:30 pm until the next scheduled City Council meeting on January 07, 2026, at 5:30 pm.

Rodney Wilcox

Rodney J. Wilcox, Mayor

Nicole Reitz

Nicole Reitz, City Clerk