

**THE HONORABLE CITY COUNCIL OF THE CITY OF LOVELOCK MET IN REGULAR SESSION ON FEBRUARY 4, 2026, AT LOVELOCK CITY HALL AT 5:30 P.M.**

Present:	Mayor Council members	Rodney Wilcox Jordan McKinney Bonnie Skoglie Kirsten Hertz
(Absent)	City Clerk Legal Council Police Chief	Nicole Reitz Sean Rowe Michael Mancebo

Visitors: Frankie Graham

Zoom: Perri Stewart, Ryan Cook, Mark Huentstien, Sydney Trainor, Brandon Chadock

**PUBLIC COMMENT-PERSONAL COMMUNICATION-CORRESPONDENCE :**

Frankie Graham from Coeur Rochester addressed the council to announce that an invitation will soon be sent for a ribbon-cutting ceremony at their clinic. She stated that the mayor, all council members, and Sean, Legal Council would be invited. Frankie explained she had hoped to send the invitations out that day, but technical issues delayed that. She confirmed the ceremony is planned for towards the end of the month and reiterated that formal invitations will follow. No additional public comments were offered under this item.

**ECONOMIC DEVELOPMENT**

No economic development report.

**MINUTES REVIEW-APPROVAL:**

Council member McKinney offered a motion to approve the January 7, 2026, and January 21, 2026, meeting minutes, to include suggested changes.

Motion carried unanimously

**SEWER-DISPOSAL ACCOUNT DELINQUENCIES-ADJUSTMENTS-REFUNDS:**

Clerk Reitz reported a delinquent sewer account for a Western Avenue property where the owner is deceased and the bill is past due. The council briefly discussed options, including shutting off service, placing it on standby, or writing off the amount. Clerk Reitz confirmed the amount can be written off and stated she would add a write-off action item to the next agenda so the council can formally consider and act on it.

**POOL/PACT AUDIT AND FINDINGS / CORRECTIVE ACTIONS / PROCEDURES TO ADOPT;**

Clerk Reitz reported that there were no audit findings, corrective actions, or procedures to present at this time.

**POSSIBLE INTRODUCTION OF AN ORDINANCE AMENDING LOVELOCK MUNICIPAL CODE BY RENAMING AND REPEALING EXISTING CHAPTERS 23 THROUGH 27 AND ADOPTING A CONSOLIDATED CHAPTER 23-COMPREHENSIVE BUILDING AND CONSTRUCTION CODE, ADOPTING BY REFERENCE CURRENT MODEL CODES AND LOCAL AMENDMENTS, ESTABLISHING A UNIFIED PERMIT PROCESS, WATER CONSERVATION REQUIREMENTS, UNSAFE BUILDING INSPECTION AND REMEDIATION PROVISIONS, AND PROVIDING FOR ENFORCEMENT AND PENALTIES:**

Sean Rowe, Legal Counsel explained that the proposed ordinance is ready for introduction. The ordinance would repeal and rename existing Chapters 23 through 27 of the Lovelock Municipal Code and replace them with a single consolidated Chapter 23 – Comprehensive Building and Construction Code. The new chapter would adopt by reference the current required model

building codes, along with the Northern Nevada Building Council's recommended local amendments, and would also clarify enforcement procedures, establish a unified permit process, including water conservation requirements, and set out unsafe building inspection and remediation provisions, as well as penalties. Rowe stated that the council needed to have someone formally propose the ordinance so it could be set for public hearing and further review. Council member Hertz offered a motion to set to set the ordinance for public hearing and further review.

Motion carried unanimously

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

Legal Counsel Sean Rowe stated that this item was currently just a standing item and that there was nothing new to report.

**TAX RATE DETERMINATION FOR FISCAL YEAR 2026-2027:**

Mayor Wilcox reported that the City had received the standard notice from the State regarding the property tax rate for FY 2026–2027. It was explained that the rate would remain the same, at 0.5624, with no change proposed. Council member McKinney then made a motion to approve the tax rate for fiscal year 2026–2027 as presented.

Motion carried unanimously

**REQUEST FOR REVIEW AND POSSIBLE APPROVAL OF PARCEL MAP APPLICATION UTILIZING MERGER AND RE-SUBDIVISION ON APN'S 001-162-09 and 001-162-10 FOR STEPHEN YOUNG:**

The council reviewed a parcel map application to utilize merger and re-subdivision of APNs 001-162-09 and 001-162-10. Legal Counsel Rowe noted that the Planning Commission had already conducted the required public hearing, provided public notice, and approved the request, with no concerns reported. Council members briefly discussed the configuration of the affected lots, clarifying that the action would subdivide existing lots into 3 parcels. Council member McKinney made a motion to approve the parcel map application utilizing merging and re-subdivision on APNs 001-162-09 and 001-162-10.

Motion carried unanimously

**REQUEST FOR REVIEW AND POSSIBLE APPROVAL OF PROPOSED REVERSION TO ACREAGE MAP FOR LOVE MY WAY LLC LOCATED AT 395 MAIN STREET, LOVELOCK, NV, APN 001-131-03:**

The council considered a request from Love My Way LLC for a reversion to acreage at 395 Main Street, involving the consolidation of multiple existing parcels. Mayor Wilcox and the City attorney explained that the proposal would combine lots 1 and 2 into a single legal parcel, because the existing building currently straddles the common property line, creating issues with setbacks and other code requirements. Under the proposal, after the reversion to acreage is filed, the assessor's office will update its records so that one APN would cover lot 3 and another APN would cover the newly combined lots 1 and 2. Council members discussed the history and configuration of the building and noted that the change would clean up parcel lines and resolve existing nonconformities. Council member Hertz offered a motion to approve the proposed reversion to acreage map for Love My Way LLC as presented.

Motion carried unanimously

**REQUEST FOR REVIEW AND POSSIBLE APPROVAL FOR PROPOSED BOUNDARY LINE ADJUSTMENT MAP FOR JOHN PORTMAN ADDRESS AT 140 ASH RIVE, LOVELOCK, NV, APN 001-231-05:**

The council reviewed a proposed boundary line adjustment for John Portman at 140 Ash Drive. Mayor Wilcox explained that Mr. Portman had purchased a small adjoining strip of land to create a driveway access into his property near the Mormon church. The adjustment would shift an internal boundary line, so the newly acquired strip becomes part of his existing parcel, effectively squaring up the lot and incorporating the driveway into APN 001-231-05. Council members discussed existing fencing, access, and potential future development and confirmed that the change would not block access for neighbors or interfere with any existing or planned streets. Council member Skoglie offered a motion to approve the proposed boundary line adjustment map for John Portman, 140 Ash Drive, APN 001-231-05.

Motion carried unanimously

**DISCUSS AND POSIBLE APPROVAL OF A MOU/AGREEMENT BETWEEN THE CITY AND PERSHING GENERAL HOSPITAL REGARDING RECYCLE BIN PICKUP AND BACKHOE/FORKLIFT REPAIRS:**

Mayor Wilcox introduced a Memorandum of Understanding (MOU) between the City of Lovelock and Pershing General Hospital (PGH) related to the recycling for the Hospital and needed forklift repairs for the City. The MOU provides that PGH will pay \$9,185 for repairs to the city's Caterpillar forklift (excluding sales tax, from which the city is exempt), and in exchange, the city will haul PGH's recyclable materials to the recycling center at 815 8th Street for a term of three years, with provisions for possible extension or early termination by mutual agreement. The document also requires PGH to provide and maintain appropriate recycle bins and to comply with city guidelines for preparation and separation of recyclables. Mayor Wilcox read key portions of the MOU into the record. Brandon Chadock, CEO for Pershing General Hospital joined via Zoom and stated the hospital is eager to support and benefit from the recycling program and expressed appreciation for the partnership. Council member Skoglie commented that the arrangement is generous and beneficial to both parties. Council member McKinney's concern was raised about whether city staff would have sufficient time to perform the hauling given existing workloads; Mayor Wilcox responded that staff believed they could accommodate the additional pickups, particularly because this MOU only covers PGH's materials. Council member Skoglie made a motion to approve the MOU/agreement between the City of Lovelock and Pershing General Hospital regarding recycle bin pickup and backhoe/forklift repairs as presented.

Motion carried unanimously

**PROCLAMATIONS-AWARDS:**

None at this time

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

No building permits, liquor licenses, or special event liquor licenses were presented or acted upon at this meeting.

**MAYOR-COUNCIL-STAFF REPORTS-PROPOSALS:**

Council member Hertz had no report at this time.

Council member Skoglie reported that the committee meeting is scheduled for Monday, when Chris Brandon with WNDD will attend to help finalize plans for the March summit; follow-up with the mayor was noted so planning could be coordinated.

Council Member McKinney reported that the Rec Board meeting is scheduled for February 5, 2026, and mentioned it has a long agenda. She also advised that her softball season begins February 16, and practices may run to 6:00–6:30 p.m., so her timely arrival or attendance at some meetings may occasionally be affected, though she will do her best to attend.

The mayor reported on efforts to repair and resurface the pickleball court, including contact with a California contractor (planning work in Fallon in March) and a Las Vegas contractor. The Las

Vegas contractor requested measurements, photos, and a list of existing materials, and will provide an estimate and timeline for using the City's supplies to complete the surface work. The Council discussed existing bubbling and pooling issues and whether the problem lies in the top surface or the underlying concrete; these questions will be reviewed with the contractor. The Mayor reported he is continuing to work on a CDBG grant application; a project submission/approval item will come to the next council meeting. The Mayor announced that the Amherst project will start on Monday February 9, at 7:30 a.m. Crews will work there when not assigned elsewhere; dirt and sand have been hauled in, and work is ready to begin. He also reported ongoing work and improvements at animal control, including exterior work and cleanup to bring the facility up to standard in case of an inspection. A new weekend feeding schedule for the animals, under which Public Works staff rotate in on weekends to assist Animal Control Staff, so she is not working seven days a week.

Sean Rowe, Legal Counsel reported that additional ordinances will be introduced at the next meeting and that the council will hold the public hearing on the previously introduced ordinance; he continues to work through code updates. Council member Skoglie asked for an update on the new appraisal for a piece of property related to the proposed library project and noted that Cameron from the library provided a list of items that could be included in project cost, consistent with Coeur's agreement to fund certain improvements. A water meter is of particular concern, as it is not covered by grant funds and might be an appropriate city contribution, while fencing and planters may be grant-eligible. There is an open question whether placing the project on city property vs. county property might affect the city's willingness to provide those improvements. Frankie Graham a Coeur representative, responded that Coeur is open to discussion and would like to see the project in the city park and encouraged coordination with Casey Kiel or herself to move the concept forward.

**VOUCHERS, CLAIMS AND PAYROLL:**

Council member McKinney offered a motion to approve the Vouchers, Claims and Payroll.

Motion carried unanimously

**PUBLIC COMMENT:**

No public comment at this time.

There being no further business, the meeting was adjourned at 6:15 pm until the next scheduled City Council meeting on February 18, 2026, at 5:30 pm.

Rodney Wilcox  
Rodney J. Wilcox, Mayor

Nicole Reitz  
Nicole Reitz, City Clerk