GARDNERVILLE REGULAR MEETING
Meeting Agenda

Jim Park, Chairman
Barbara Smallwood, Vice Chairman
Bill Chernock, Board Member
Dan Hamer, Board Member
Rocky Walling, Board Member

Gardnerville Administrative
Office 1407 Highway 395 N
Gardnerville, NV 89410
www.townofgardnerville.gov
Phone: 775-782-7134

Tuesday, December 1, 2026 **4:30 PM** **Gardnerville Town Hall**

MISSION STATEMENT

"The Town of Gardnerville is committed to providing fiscally responsible services to its residents with respect and professionalism."

Copies of the finalized agenda are posted at the following locations on or before the third day prior to the Town Board Meeting in accordance with NRS Chapter 241:

Gardnerville Town Offices, 1407 Hwy 395 N, Gardnerville NV 89410

The agenda and supporting materials may also be found online at https://www.townofgardnerville.gov/government/town-board/archive-center/ and https://notice.nv.gov/.

Notice to Persons with Disabilities: Members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify the Gardnerville Town Offices in writing at 1407 Highway 395, Gardnerville NV 89410, or by calling (775) 782-7134 at least 24 hours in advance.

Notice regarding NRS 237: The Gardnerville Town Board has adopted a Standard Policy No. 7, which contains a motion regarding Business Impact Statements (BIS). When the Town Board approves its agenda, it also approves a motion which includes ratification of staff action taken pursuant to NRS 237-030 et seq. with respect to items on the agenda, and determines that each Rule which is on the agenda for which a BIS has been prepared does impose a direct and significant economic burden on a business or directly restricts the formation, operation or expansion of a business, and each Rule which is on the agenda for which a BIS has not been prepared does not impose a direct and significant economic impact on a business or directly restrict the formation, operation or expansion of a business.

Notice: Items on the agenda may be taken out of order; the Gardnerville Town Board may combine two or more agenda items for consideration; and the Gardnerville Town Board may remove an item from the agenda or delay discussion relating to an item on the agenda at any time. All items shall include discussion and possible action to approve, modify, deny, or continue.

Notice: "Any invocation offered before the official start of the Board meeting shall be a voluntary offering of a private citizen. Attendance and participation in any invocation is not required. The views expressed are not necessarily views of the Board, have not been previously reviewed or approved, and shall not impact the business of the Board."

Call to Order and Determination of a Quorum

PLEDGE OF ALLEGIANCE - Bill Chernock

PUBLIC INTEREST COMMENTS (No Action)
This portion of the meeting is open to the public to speak on any topic not on the agenda and must be limited to 3 minutes. The Gardnerville Town Board is prohibited by law from taking immediate action on issues raised by the public that are not listed on the agenda.

FOR POSSIBLE ACTION: APPROVAL OF AGENDA, with public comment prior to Board action.
The Gardnerville Town Board reserves the right to take items in a different order to accomplish business in the most efficient manner.

FOR POSSIBLE ACTION: APPROVAL OF PREVIOUS MINUTES:

November 3, 2026 Meeting Minutes

November 2026 Draft Gardnerville Town Board minutes

CONSENT CALENDAR FOR POSSIBLE ACTION
Items appearing on the Consent Calendar are items that may be adopted with one motion after public comment. Town Board Members or any member of the general public wishing to discuss any Consent item or items may request to have the item or items moved to the AdministrativeAgenda for further discussion. When items are moved for discussion, they will be placed at the beginning of the Administrative Agenda.

1. **For Possible Action: Acknowledge no correspondence for the month of November 2026. (Carol Louthan, Administrative Services Manager)**

2. **For Possible Action: Approve, approve with modifications, or deny December 2026 Report of October 2026 Health & Sanitation Data. (Melissa Garcia, Secretary).**
   H&S December 2026 Report of October 2026 Data

3. **For Possible Action: Approve, approve with modifications, or deny November 2026 paid claims. (Carol Louthan)**
   November 2026 paid claims

4. **For Possible Action: Approve, approve with modifications or deny a write-off totaling $363.44 in the health and sanitation fund (611). (Carol Louthan)**

5. **For Possible Action: Approve, approve with modifications or deny the urban forestry annual work plan update. (Carol Louthan)**

   2026 UF work plan
   2027 UF proposed work plan

6. **For Possible Action: Discussion to approve, approve with modifications, or deny Town of Gardnerville Resolution 2026R-006 augmenting the Town of Gardnerville's Budget for fiscal year 2026-2027 in the amount of $13,027 due to the sale of a 2000 Bobcat Skid Steer at public auction. (Erik Nilssen, Town Manager)**
   Consignment Statement 10-6-26 Stremmel Auctions
   TOG Resolution 2026R-006 Gardnerville FY26-27 Budget Augmentation 614 Fund

7. **For Possible Action: Discussion to approve, approve with modifications, or deny Town of Gardnerville Resolution 2026R-007 augmenting the Town of Gardnerville's Budget for fiscal year 2026-2027 in the amount of $19,300 due to the sale of a 2005 Peterbilt Sanitation Truck at public auction. (Erik Nilssen)**
   TOG Resolution 2026R-007 Gardnerville FY26-27 Budget Augmentation 611 Fund

8. **For Possible Action: Approve, approve with modifications or deny Town of Gardnerville Proclamation 2026P-09, declaring January 2027 as "National Radon Action Month in Gardnerville, Nevada." (Chris Kelly, Radon Program Manager, UNR Cooperative Extension).**
   Proclamation 2026P-09 Radon

ADMINISTRATIVE AGENDA

(Any agenda items pulled from the Consent Calendar will be heard at this point.)

9. **Not For Possible Action: Discussion on the Main Street Gardnerville Director's Report of Activities for the month of November 2026. (Jen Tune, Main Street Gardnerville Executive Director)**
   November 2026 Director's Report

10. **For Possible Action: Discussion to approve, approve with modifications, or deny an update to Town Policy 6.2, Communication With Public; with public comment prior to board action. (Erik Nilssen)**
    Draft Revised 6.2 Communication With The Public

11. **For Possible Action: Discussion to approve, approve with modifications, or deny the purchase of crack fill materials from Maxwell Products for the 2027 Town Crack Filling Project in an amount not to exceed $26,040; with public comment prior to board action. (Erik Nilssen)**
    Town of Gardnerville Quote - Maxwell Pricing
    State of Utah Cooperative Contract MA5150

12. **Not For Possible Action: Discussion on the Town Attorney's monthly report of activities for the month of November 2026. (David H. Rigdon, Town Attorney)**
    2026-12-01 TA Activity Report

13. **Not For Action: Discussion on the Town Manager's monthly report of activities for the month of November 2026. (Erik Nilssen)**
    2026 December Town Manager Monthly Report
    Gardnerville Courthouse Inspection
    How a Little Becomes a Lot_ Small Changes that Help Local Government Leaders Adapt _ICMA

14. **Not For Possible Action: Discussion on the Town Board Members activities and liaison committee reports including but not limited to: Carson Valley Arts Council, Nevada League of Cities, Carson Valley Visitors Authority, and Main Street Gardnerville. (Board Members)**

15. **For Possible Action: Discussion to approve, approve with modifications, or deny Town of Gardnerville Proclamation 2026P-07 recognizing the contributions of Daniel Hamer as a Town Board Member for the Years 2024 through 2026; with public comment prior to board action. (Erik Nilssen)**
    Proclamation 2026P-07

16. **For Possible Action: Discussion to approve, approve with modifications, or deny Town of Gardnerville Proclamation 2026P-08 recognizing the contributions of Bill Chernock as a Town Board Member for the Years 2023 through 2026; with public comment prior to board action. (Erik Nilssen)**

Proclamation 2026P-08

17. **<u>For Possible Action:</u> Direction to the Town Manager by the Town Board Members regarding the placement of items on future Town Board Agendas; with public comment prior to Board action. (Erik Nilssen)**

2nd PUBLIC INTEREST COMMENTS period (No action will be taken)

Adjourn

Christmas Kickoff - December 3, 2026
Parade of Lights - December 5, 2026
Staff & Town Board Holiday Lunch - December 18, 2026 11:30 AM
Next Regular Board Meeting - January 5, 2027