



Board of Trustees
Minutes of Regular Meeting
Tuesday, March 3, 2009
7:00 P.M.
Board Room
Minden-Gardnerville Sanitation District
1790 Hwy. 395
Minden, Nevada

Board Members Present:

Jerome Etchegoyhen
O.P. Brown, Jr.
Michael Henningsen
Ronald Wilcks
Mark Dudley

Staff Members Present:

Frank Johnson
Sarah King
April Burchett
Bruce Scott

Others Present:

Rob Anderson
Ralph Eismann
Sue Eismann-Pence
Scott McCullough

Board Members Absent: None

Meeting called to order at 7:00 p.m.

Claims Review and Approval -- The claims were reviewed by the Board and questions were answered by Frank Johnson, April Burchett, Sarah King and Bruce Scott. **Motion by Michael Henningsen to approve the claims for February, 2009 in the amount of \$557,066.76, and to approve the claims paid during February, 2009 in the amount of \$68,824.97.** Seconded by Ronald Wilcks. Motion carried unanimously.

Minutes of February 3, 2009 – The minutes of February 3, 2009 were reviewed by the Board. **Motion by O.P. Brown, Jr. to accept the minutes of February 3, 2009.** Seconded by Mark Dudley. Motion carried unanimously.

Public Comment— There was no public comment.

Douglas County Jail -- Plan Review and Capacity Request for jail facility expansion -- Represented by Rob Anderson. Rob Anderson explained that based on the plans the expansion of the Douglas County Jail would require at least 30 EDU's along with a yet to be determined additional EDU's on completion of the plans for the kitchen. Mark Dudley asked if there were any services already allocated that were not being used. Frank stated that the building had some capacity but he needed to do a walk through to get an accurate capacity usage. Bruce Scott presented a letter from Resource Concepts, Inc. outlining 5 conditions of approval. He stated that he did not for see any problems with the request for additional capacity. Rob Anderson stated that the kitchen plans would be ready in a couple of weeks and an allocation for those units would be needed before the next meeting. Bruce suggested an additional 5 units



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for the kitchen to avoid a delay till the next meeting. Rob Anderson requested an approval of 40 units. **Motion by O.P. Bud Brown to approve the plans for the Douglas County Jail Addition project located at 1625 Water St. (APN 1320-29-401-006) subject to 5 conditions outlined in the letter from Resource Concepts, Inc., dated February 24, 2009, and to approve selling up to 40 units of capacity for the Douglas County Jail Addition project. All rules, regulations, and requirements of MGSD are to be met and all fees paid.** Seconded by Ron Wilcks, Motion passes unanimously. Discussion followed about the lack of a grinder and ways to overcome the stuffing of sheets into the line.

Engineer's Report – Bruce Scott stated there was a hospital project coming up that would ultimately need MGSD's approval. Bruce also brought up the subject of manholes that had been buried and stated that MGSD needed to have an increased presence on the ground and that MGSD needed to be more aware about building permits that were being issued. He thought a more active role was needed by the district especially at the other end of town. Frank Johnson added that the buried manholes were found totally by chance. Discussion followed about MGSD being able to cover the district at the present time but in the future might need more resources. Mark Dudley wondered if we should raise the buried manholes. Bruce Scott suggested bringing them up to grade was the responsibility of MGSD.

Discussion followed regarding the disposal of biosolids.

District Manager's Report (see attached report) – Frank Johnson stated that he had received a letter from MGSD's legal counsel, Bill Peterson, recommending the dismissal of the case against Granite Construction. Discussion followed by the Board to take this action. **Motion by Mark Dudley to dismiss the case against Granite Construction.** Seconded by Mike Henningsen. Motion carried unanimously.

Frank Johnson stated that the new digester would be going online mid March.

Budget Meeting - Frank Johnson made a request of the Board to have a special meeting for the Tentative Budget discussion. He suggested a mid month meeting in April. He also stated that tentatively there should be no drastic increase in the budget from last year. The Board agreed with the suggestion for a special meeting. April stated that she needed a three day notice in order to post the agenda. It was agreed to fix the date for the tentative Budget meeting at the April Board meeting.

Equipment Repair – Frank reported that MGSD's influent channel grinder which is about sixteen years old had finally worn out and is in need of replacement. Though it had been budgeted, Frank stated that he wanted the Board to know about it and to approve the replacement of the grinder.



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Frank informed the Board that a water line had broken in a basement room and had flooded that room. Some equipment got submerged under the water and was damaged. Frank suggested having floats in the room which in the case of another incident would set off the alarm to the SCADA system.

Frank talked about the problem of weed abatement. He mentioned that MGSD had approximately 30 acres to cover and the County did not spray for weeds until sometimes as late as June. Frank stated that he had some quotes and that it would cost about \$4000.00 to purchase a weed sprayer and do it ourselves. MGSD typically spends on average around \$5000.00 each year for the county to spray and it would be more cost effective to spray the weeds ourselves. Discussion followed.

O.P. Bud Brown Jr. asked about the status of the building (shed) out back and suggested a couple of local builders.

There was a discussion of taking a tour of the North Valley treatment plant. Frank stated he would set up a time with Craig Olson of HDR.

Secretary's Report -

John Harris Retirement – April Burchett stated that John Harris was retiring the 24th April 2009 and suggested either a BBQ or a formal lunch. The Board recommended the Country Club Restaurant. There was also a discussion of a plaque and either a gift card or a bonus. The Board approved the plaque and a gift card.

Photos of Past Board Members – The Board discussed the question of photographs of all the Board Members and it was decided to have only the current members including Leonard Anker. Michael Henningsen suggested bringing in his camera and tripod and taking pictures at the next meeting.

Policy for Claims Over \$1500 Paid during the month - The Board suggested that two of them be called mid month to sign checks that were over \$1500.00.

Website Upgrade - April talked about the necessity of being compliant with the new Federal Regulations for accepting credit card payments. The estimated cost of the upgrade of MGSD's website was about \$3200. Discussion followed and the Board approved the upgrade.

Meeting adjourned at 8:51 p.m.



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APPROVED

Approved _____ Date _____ By _____.