



Board of Trustees
Minutes of Regular Meeting
Tuesday, June 3, 2008
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
Bonnie Feticc
April Burchett
Todd Connelly

Others Present:

Kent Neddenriep

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 and Bonnie Feticc. **Motion by Michael Henningsen to approve the claims for May, 2008 in the amount of \$199,269.54, and to approve the claims paid during May, 2008 in the amount of \$71,185.50.** Seconded by Ronald Wilcks. Motion carried unanimously.

Minutes of May 6, 2008, May 15, 2008, and May 22, 2008 – The minutes of May 6, 2008, May 15, 2008, and May 22, 2008 were reviewed by the Board. **Motion by O.P. Brown, Jr. to accept the minutes of May 6, 2008, May 15, 2008, and May 22, 2008.** Seconded by Mark Dudley. Motion carried unanimously.

Public Comment— There was no public comment.

Park Cattle Company -- Request for Annexation for Properties located South of Bently Science Park - Represented by Kent Neddenriep. Frank Johnson reported that an application, annexation fee, legal description, and preliminary title report have been received from Park Cattle Company for the annexation of properties located south of Bently Science Park, and that



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the parcel is not contiguous to the current MGSD District Boundary but is within MGSD's Service Area Boundary. Todd Connelly recommended that the Board authorize MGSD staff to publish the parcel as a contract of service. **Motion by O.P. Brown, Jr. to deny the application for annexation from Park Cattle Company, to accept the application from Park Cattle Company for contract of service for properties located South of Bently Science Park (APN's 1320-27-002-001, 1320-28-000-006, 1320-28-000-010, 1320-33-001-004 and 1320-34-001-001) and to direct MGSD staff to notice the public hearing for contract of service for the July 1, 2008 regular Board Meeting. All rules, regulations and requirements of MGSD are to be met and all fees paid.** Seconded by Michael Henningsen. Motion carried unanimously.

Martin Stahl – Plan Review and Capacity Request for Commercial Project located at 1482 Southgate Dr. – Todd Connelly reported that a plan review was performed for the proposed commercial project for Martin Stahl, and he presented a letter dated May 22, 2008 outlining 11 conditions of approval. Todd stated the main concern addressed in the letter was regarding the connection of 4 laterals to the main. Frank Johnson presented architectural drawings and stated the project required 5.6 units of capacity. **Motion by Ronald Wilcks to approve the plans for the Martin Stahl commercial project prepared by Owens Engineering, subject to 11 conditions outlined in the letter from Resource Concepts, Inc. dated May 22, 2008 and to allocate 5.6 units of capacity to Martin Stahl for the proposed commercial building located at 1482 Southgate Dr., subject to revision upon the final MGSD walk-through. All rules, regulations, and requirements of MGSD are to be met and all fees paid.** Seconded by O.P. Brown, Jr. Motion carried unanimously.

Engineer's Report – Easement Abandonment at Minden Gateway Center: Todd Connelly presented an easement abandonment request from Minden Gateway Center. Todd explained that due to the re-parceling of the development, the public utility easement is no longer required. Todd stated there are no utilities in the easement, and any future utilities will be subject to easements. **Motion by Michael Henningsen to abandon the 5-foot public utility easements located on the south and west sides of APN 1320-30-701-015, and to authorize the Board Chairman to sign the easement abandonment document.** Seconded by O.P. Brown, Jr. Motion carried unanimously.

Pump Station #2 Project: Todd Connelly reported on the status of the pump station project, and that most of the problems are anticipated to be mitigated prior to project completion. Discussion



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followed regarding the problems and extra costs associated with monitoring of the project by RCI. Todd reported that V&C will be responsible for the cost overages. Todd also reported that the startup date was scheduled for June 11, 2008, with the pump test occurring on June 12th.

District Manager's Report (see attached report) – Frank reported on Items 1 and 2 of the attached district manager's report, which were not previously discussed.

Anaerobic Digester Project: Frank reported that K.G. Walters has begun locating the existing lines within the plant in order to proceed with their excavating and dewatering wells, and construction is scheduled to begin in two weeks.

GRGID Agreement: Frank reported that the GRGID agreement documents were included in the Board meeting packets, and recommended that he first meet with MGSD's Legal Counsel and District Engineer before further discussions with the Board, in order to get a clearer view of the details involved in the agreements. Discussion followed regarding monitoring the GRGID flow with MGSD's flow meters.

Mark Dudley reported that the boxwoods at the front entrance to the Administration Building are not thriving and discussed his concerns regarding the suitability of replacement boxwoods. He suggested replacing the boxwoods with burning bush. Discussion followed regarding transplanting the surviving boxwoods in a different location at the plant. **Motion by Michael Henningsen to replace the boxwoods at the entrance of the administration building with a plant deemed suitable by A & C Landscaping, with one-half of the cost of materials to be paid by MGSD, and that the surviving boxwoods be transplanted elsewhere at the plant.** Seconded by O.P. Brown, Jr. Motion carried unanimously.

Frank reported that due to the concerns mentioned earlier, the fuel is being kept under lock and key, and that he is looking at the cost of truck-mounted fuel tanks.

General Personnel Session – Frank Johnson reported that he met with Michael Henningsen and Mark Dudley to discuss evaluations and recommendations for employee compensation for fiscal year 2008-2009. Frank proposed a cost of living increase of 4.1%, and reported that the existing employee compensation scale was still comparable with similar entities. Frank presented tables showing the current compensation scale with COLA increases from 2.5% to 4.1%. Frank recommended that each employee receive the COLA increase of 4.1% effective July 1, 2008, as well as, where applicable, the standard 5% step increase effective on the anniversary date of the



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employee's certification. Mr. Henningsen expressed concern regarding the current economy, and he requested that MGSD employees be reminded that the Board is being very generous during an economically difficult time. **Motion by Michael Henningsen to accept the 2008-2009 MGSD salary scale at the rate increase of 4.1%.** Seconded by O.P. Brown, Jr. Motion carried unanimously. Frank stated he included a salary increase request of \$5,000.00 (approx. 6%) for the District Manager in the FY 2008-2009 budget, which is the average salary increase he has received over the past few years. Discussion followed regarding the benefits of the District Manager position, as well as breaking down a cost increase into COLA and merit increases. **Motion by Michael Henningsen to increase the District Manager's salary to include a 4.1% cost of living increase and a 2% merit increase effective July 1, 2008 as the result of fine job performance over the past fiscal year.** Seconded by O.P. Brown, Jr. Motion carried unanimously.

Discussion followed regarding concerns with the Park Cattle Company development.

Discussion followed regarding the term limit law and the status of the challenges by the Secretary of State.

Meeting adjourned at 9:00 p.m.

Approved _____ By _____
Date