



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

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Board Members Present:

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

Staff Members Present:

Frank Johnson  
Sarah King  
April Burchett  
Bruce Scott

Others Present:

Keith Webb  
Krista Jenkins  
Eric Larson  
Chris Abrams

Board Members Absent:

None

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*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 Bruce Scott. **Motion by Michael Henningsen to approve the claims for June, 2009 in the amount of \$176,370.15, and to approve the claims paid during June, 2009 in the amount of \$76,224.77.** Seconded by Ronald Wilcks. Motion carried unanimously.

**Minutes of June 2, 2009** – The minutes of June 2, 2009 were reviewed by the Board. **Motion by O.P. Brown, Jr. to accept the minutes of June 2, 2009.** The Chairman requested clarification on the Digester Expansion Project on Page 3. Frank explained that this will be covered under the District Manager's Report. Motion seconded by Mark Dudley. Motion carried unanimously.

**Public Comment**— Krista Jenkins from Douglas County Weed Control explained that the willows in the wetland area adjacent to the plant field are believed to be a breeding ground for mosquitos. She proposed that a team be created to address the willow growth and removal. The team would likely include representatives from the Army Corps of Engineers, Douglas County Weed Control, Park Ranch, the Water Conveyance Advisory Committee, and MGSD. Krista felt it would be best address the willows in the winter when vegetation is dry. She is not requesting



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that all the willows be taken down, just enough to get into the middle of the field. Bruce Scott offered to help in coordination with the Corps of Engineers, and Krista pointed out that due to the health risk she didn't think the Corps would be an obstacle. Bruce felt that as long as there was no cutting and filling and just vegetation removal, that it might be exempt from the permitting requirements. Krista requested a topographical map to help determine best areas for willow removal. Bruce stated he would look in RCI's files to see if they have anything on topography. The Board was favorable with proceeding with assembling a team.

**Tesco Controls - MGSD Security System Proposed Upgrade** -- Represented by Keith Webb, Eric Larson and Chris Abrams. Keith made a PowerPoint presentation regarding a proposed surveillance security system that would tie into MGSD's existing SCADA system. Keith reported that the Department of Homeland Security has taken over more control of the EPA, and it is anticipated that wastewater treatment facilities will be mandated to have vulnerability assessment studies in place, which would include video surveillance systems. Keith presented various alternatives for camera placement. The system would be able to distinguish between various animals and humans that enter the plant. Mr. Henningsen asked if the system can be remotely accessed, and Keith stated that it could be accessed via cell phone or a remote computer. Keith presented the recommended actions Homeland Security is proposing for wastewater treatment facilities, including protection of physical and cyber infrastructure for water and wastewater treatment and collection systems. One of the advantages to the system is that an alert can be sent to staff prior to notification to the Sheriff's Department, which would save charges for false alarm calls. Tesco's cameras are weather and vandal resistant, and will automatically work with MGSD's existing SCADA system. Tesco recommends a fixed camera system to allow for better coverage and historical viewing. Keith demonstrated the setup options for intrusion monitoring. Discussion followed regarding the auto dialer for alarm calls and the potential need for someone on call. The proposal includes 4 cameras to cover the main areas of the plant. Discussion also followed regarding the best camera locations. Keith stated that 4 cameras strategically placed would cover the most critical areas of the plant. Because of MGSD's onsite conduit infrastructure, which would preclude running more wire, the proposal includes a wireless ethernet system. The system upgrades are included in MGSD's existing agreement with Tesco, and the system is warranted for 5 years. The cost is approximately \$45,000.00 which is a one-time cost. Mr. Henningsen expressed concern that the monitoring is unreliable, but the historic review would be an advantage. The Board thanked Keith for his presentation. The Board will review the information and make a decision at a later date. Bruce Scott felt that the integration with MGSD's existing system is very valuable. The Board recommended the Frank look into the mandate language and check with other wastewater treatment plants to see what system they are using and to look into possible insurance discounts.



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**Engineer's Report** – Bruce Scott reported that RCI has been working with the State on the Grease Digestion and Power Cogeneration funding. The facility plan has been prepared and submitted and the design is almost complete. Bruce stated that MGSD needs to authorize an agreement with Paul Cochrell for the design of the grease digestion portion of the project which is roughly \$31,000.00. Bruce recommended that the Board authorize Frank to work with Paul on the completion of the design of the power cogeneration portion of the project. Bruce clarified that the prior contract included the study that was turned into the facility plan which was required by NDEP. This contract was for the design work to prepare the project for bid. The Board asked about RCI's participation and costs in the project design and construction. Bruce stated that RCI is facilitating the NDEP process, since RCI is local and knows NDEP staff. RCI also submitted the grant application on behalf of MGSD. Bruce explained that design costs are included in the grant funds. **Motion by Michael Henningsen to approve the proposal from Paul Cockrell of El Dorado Engineering and Architecture for the design of the grease digestion system in the amount of \$31,343.00.** Seconded by O.P. Brown, Jr. Motion carried unanimously.

Bruce reported that the Douglas County Engineer contacted him regarding the unauthorized dumping of dirt in the Muller Lane fields. RCI staff is working with the County to resolve the issue.

A 30-day notice from the State Engineer will be coming out for the Proof of Beneficial Use for the MGSD secondary effluent permit. RCI will file the necessary paperwork with the State.

**District Manager's Report (see attached report)** –

**Digester Expansion Project:** Frank Johnson reported that Digester #1 has been cleaned with no problems. On Digester #2, due to the amount of debris within the digester, MGSD staff cannot bring the level down to the level as required in the contract. Frank requested an amendment to the contract for additional dewatering at a cost of \$4500.00 per foot. The Board authorized Frank to proceed with the contract amendment.

**Primary Clarifier #3:** Frank reported that gas buildup under the odor control cover has resulted in deteriorating concrete in primary clarifier #3. The coating to seal the concrete would cost approximately \$45,000 which would give another 20 to 25 years of life to the clarifier, but the



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price of a new clarifier could be up to \$1,000,000.00. Bruce stated that a new coating is a good long-term solution. The Board authorized the coating be applied to primary clarifier #3.

Garage Bid: Frank presented bids for the garage storage buildings, as follows:

- Miles Construction- \$105,000 for 3 bays doesn't include engineering, structural, electrical, plumbing, rain gutters, insulation.
- Steve Mathews Construction: \$86,246.00 for 3 bays does not include electrical and plumbing or permits, but does include engineering and structural and gutters.

Frank reminded the Board that the budgeted amount is \$125,000.00. **Motion by O.P. Brown, Jr. to accept the bid from Steve Mathews Construction for 4 bays in the amount of \$108,838.00.** Seconded by Mark Dudley. Motion carried unanimously.

*Meeting adjourned at 9:20: p.m.*

APPROVED

Approved \_\_\_\_\_ Date \_\_\_\_\_ By \_\_\_\_\_.