



Board of Trustees
Minutes of Regular Meeting
Tuesday, August 5, 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 Fetic
April Burchett
Bruce Scott
Craig Olson
William Peterson

Others Present:

None

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, Craig Olson, and Bruce Scott. Discussion followed regarding the status of the anaerobic digester project. Craig reported that the project is moving ahead smoothly and that due to the project startup, 2 pay requests were submitted for the month of July. **Motion by Michael Henningsen to approve the claims for July, 2008 in the amount of \$997,988.06, and to approve the claims paid during July, 2008 in the amount of \$73,339.42.** Seconded by O.P. Brown, Jr. Motion carried unanimously.

Minutes of July 1, 2008 -- The minutes of July 1, 2008 were reviewed by the Board. **Motion by O.P. Brown, Jr. to accept the minutes of July 1, 2008.** Seconded by Ronald Wilcks. Motion carried unanimously.

Public Comment— There was no public comment.

Holiday Inn Express Minden -- Capacity Request for Hotel located at the Minden Gateway Center, intersection of Hwy. 88 and Hwy. 395 -- Frank Johnson presented a capacity calculation sheet and reported that the proposed hotel would require 30.1 units of capacity with 1 existing unit on the parcel. **Motion by O.P. Brown, Jr. to sell 29.1 units of capacity at a cost of \$119,310.00 to Minden Hotel LLC for the Holiday Inn Express located in the Minden Gateway Center. All rules, regulations and requirements of MGSD are to be met and all fees paid.** Seconded by Michael Henningsen. Motion carried unanimously.



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Periferial Storage Inc./Burga & Associates -- Plan Review for Multi-Use Building located at 1424 Hwy. 395, 1221 Eddy St., and 1225 Eddy St., Gardnerville (APN's 1320-33-401-038, 1320-33-401-039, 1320-33-401-048) – Frank Johnson presented plans prepared by Burga & Associates for a multi-use building at Hwy. 395 and Eddy Street. Bruce Scott explained that this is a conceptual request and that the developer is proposing to place a parking structure below ground creating a channel with the sewer main in it. Bruce felt that conceptually it was workable, but detailed plans would be needed before final approval can be recommended. **Motion by O.P. Brown, Jr. to conceptually approve the plans prepared by Burga & Associates for a multi-use building located at 1424 Hwy. 395, 1221 Eddy St., and 1225 Eddy St., Gardnerville (APN's 1320-33-401-038, 1320-33-401-039, 1320-33-401-048) subject to 4 conditions outlined in the letter from Resource Concepts, Inc. dated July 8, 2008. All rules, requirements and regulations of MGSD are to be met and all fees paid.** Seconded by Mark Dudley. Motion carried unanimously.

Open Meeting adjourned at 7:50 p.m. for closed session pursuant to NRS 241.015(2)(b)(2) for Attorney-Client Conference to discuss potential or existing litigation.

Open Meeting called to order at 8:20 p.m.

Engineer's Report – **Pump Station #2 Project**: Bruce Scott reported that the project is substantially complete, with a couple of items needed to be finished by MGSD and the cost withheld from V&C's final payment. Bruce stated there are significant liquidated damages as well as some justified additional costs for V&C. RCI staff is working with V&C regarding the amount of the final payment. Mr. Dudley asked about the timing of final payment and repairs. Bruce explained that technically until final payment is approved by the Board, V&C is still the contractor on the project, so the repairs would occur after final payment is approved. Bruce explained that the construction project did not include connecting the pipe to the dikes, and he recommended that K.G. Walters perform the work under a force account and that a geotechnical report be done to check the integrity of the dam. He has a cost estimate for geotechnical report for \$9750.00. Frank Johnson reported that RCI staff completed an emergency action plan for the ponds and submitted it to the Division of Water Resources Division of Dam Safety. Discussion followed regarding the various testing needed for pond integrity. The Board concurred.

Bruce reported that the PUC proposal regarding responsibility by sewer utilities to locate laterals is still ongoing. It appears that Nevada Association of Counties and some of the larger sewer utility providers are planning to present the issue to the legislature.

Bruce also reported that the sewer system map has been updated.



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District Manager's Report (see attached report) – Frank Johnson reported on Items 1, 2, and 4 of the attached district manager's report, which were not previously discussed. Frank reported that the effluent line to Bently had a leak and was repaired. The leakage occurred on MGSD's portion of the line, and there was minimal discharge. Discussion followed regarding the terms of the new agreements with Park and Galleppi which take effect in September 2008.

Frank reported that his report regarding the fats, oils, and grease information from the seminar in Phoenix is almost complete.

Personnel: Frank Johnson reported that Josh Rollings' employment was terminated. Frank presented a proposal for a new entry level position (laborer/OIT), with a salary 2.5% below the Grade I level. Frank explained that it would make clearer to an entry-level employee the amount of manual labor that is required. In addition, Frank reported that he would like to prescreen the applicants, and then call two Board members to interview viable candidates. Also the position would be offered as an initial temporary three month position, progressing into a full time permanent position if the applicant performs satisfactorily during the temporary time period. Benefits would not be required to be paid by MGSD during the temporary time period. Frank reported that two operator positions need to be filled. The Board concurred.

Discussion followed regarding the condition of the north field due to the pump station construction.

Frank would like to give the operators a token of appreciation, such as a gift certificate, for their efforts in taking care of the plant while MGSD is short-staffed. The Board concurred.

Secretary's Report – Bonnie Feticc announced her retirement effective December 12, 2008. Mr. Brown requested that Bonnie draw up a job description.

Meeting adjourned at 9:25 p.m.

APPROVED

Approved _____ By _____
Date