



Board of Trustees
Minutes of Regular Meeting
Tuesday, September 1, 2009
7:00 P.M.
Board Room
Minden-Gardnerville Sanitation District
1790 Hwy. 395
Minden, Nevada

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
Craig Olson

Others Present:

Jeremy Hutchings
Leighton White
Kevin Widmer

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, and Bruce Scott. **Motion by Michael Henningsen to approve the claims for August, 2009 in the amount of \$99,883.76, and to approve the claims paid during August, 2009 in the amount of \$71,728.28.** Seconded by Ronald Wilcks. Motion carried unanimously.

Minutes of August 4, 2009 – The minutes of August 4, 2009 were reviewed by the Board. **Motion by O.P. Brown, Jr. to accept the minutes of August 4, 2009.** Motion seconded by Mark Dudley. Motion carried unanimously.

Public Comment— There was no public comment

HDR Engineering Anaerobic Digester Project Status Report – Craig Olson apologized for not being able to make the last meeting. He stated that he wanted to update the Board on the status of the Anaerobic Digester Project. Currently everything is operational with the only remaining item being the coating of the cover of Digester 2. The question is whether this should be done with the lid in place or if it should be removed. The complication is the weight of the lid and the size of the cranes needed for the operation. He reported that K.G. Walters was waiting to hear back from the sub contractor, Hanson Painting about how they wanted to handle it. Craig stated that he would prefer the lid being taken off but the contractor had not taken into consideration the weight of the lid and the need to bring in cranes from



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the Bay Area increasing their operating costs considerably. Mark Dudley wanted to know when we would have an answer from Hanson Painting and Craig told him hopefully in two weeks. Frank Johnson asked about the billing for the additional cleaning of Digester # 2 and was informed by Craig Olson that negotiations still had to be made but that it was still under budget. The outstanding item was the sludge level to be taken down in Digester # 2 which MGSD had been unable to do with the present resources. There was about nine feet of depth left which was contracted out. Craig recommended that MGSD should pay the sub contractor directly as that would save 5 to 10% that would have to be paid to the contractor K G Walters. However Craig also stated that we would have to see how K G Walters wanted to handle it as it was covered by the contract. Mark Dudley asked about a maintenance program for the Digesters. Craig recommended a 5 year program. All the Digesters have been currently maintained and he suggested starting a staggered maintenance program for the future. He also explained that the lid on Digester 2 was lopsided because one of the rollers was broken and has since been replaced. Craig recommended treating the Co-Gen project and the grease receiving project as one project and to include all the smaller projects like recoating and valve maintenance in that project when it was put out to bid. Bruce Scott mentioned the stimulus grant and suggested including the projects in this grant. The Board thanked Craig for his report.

Stone Creek, LLC -- Request to Extend Capacity Allocation for Multi-Family Development located at 1331 Stodick Pkwy. (APN 1220-03-202-001) -- Frank reported that Peter Beekhof had sent in a letter regarding the status of the Stone Creek Project and the approval of the extension by the Board to January 6, 2010. The Board accepted the letter.

H & S Construction/Ashland Park Development Request for Variance to MGSD's Lateral Depth Requirement for the Ashland Park Development located at 1424 Toler (APN 1320-34-002-001) -- Represented by Jeremy Hutchings. Jeremy stated that H & S Construction was asking for a variance to the lateral depth that MGSD requires. He pointed out the exact location on the map. Bruce recommended the Board approve the variance as there was no way around the depth and that it was not in a high traffic area and he also stated that the laterals would be properly capped. Currently the project is still in the engineering phase. **Motion by Michael Henningsen to approve the variance request from H & S Construction to allow a sewer lateral depth of 2 feet below the top of curb for six laterals labeled SS7 through SS12 as shown on Sheet C22 of the Ashland Park Improvement Plans Phases 1 and 2 prepared by R.O. Anderson Engineering, Inc. dated July 20, 2009, subject to approval of the final plans.** Seconded by Mark Dudley. Motion carried unanimously.

Special Meeting Request for proposed Wal-Mart Project: The Board was informed that there was a request for a special meeting by R O Anderson Engineering for an easement abandonment and the payment for the special meeting had been received. Tentative dates were submitted and the meeting was set for September 16, 2009 at 12:00 noon with lunch at 11:30.



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Weco Industries and Cues West -- Presentation for Video Camera System for Televising Collection System -- Represented by Leighton White from Weco Industries and Kevin Widmer from Cues West. Leighton White gave an introduction and history about the two companies. Kevin displayed a Video Camera system for 6" pipes for the demonstration. The advantage of this camera is that it is portable with up to 1200 feet of continuous self propelled line. The camera has the ability to tilt so that the sidewalls of the line can be inspected. It also has a zooming function. It can stand alone or be mounted in a vehicle and runs off power or a portable generator. The information can be recorded to a DVD or with assessment software to make reports directly to the MGSD servers. It can be set up to have a locator above ground or have a laser profiler snapped onto the camera. The camera is controlled by a handheld game pad control. The cost is anywhere from \$60,000 for a minimal system to about \$100,000 for all the accessories. The system allows for future add-ons and there is a one year warranty against manufacturer defects which can also be extended. This warranty allows for a replacement camera to be loaned out in the event of a malfunction and the time for repair of the camera. If a bigger tractor is needed that would also be loaned. Field training for the equipment would be included. Mr. Henningsen questioned the software requirements and the updates required and was informed that for an \$1800 software maintenance fee, all updates would be provided. Software could also be purchased as the need arose. Frank Johnson distributed a graph showing the current cost of Televising/Cleaning for Hydrotech, RCI and MGSD. The total costs for three years was almost \$200,000. He informed the Board that we would not totally do away with Hydrotech. Bruce Scott pointed out that having the camera would be helpful for a regular cleaning and rehabilitation program besides just using it to locate problems. He stated that we would also have a data base for the future which is not possible with Hydrotech. He also stated that with AB80 we would be required to locate all laterals. Mr. Wilcks asked about the manpower that would be needed to set up this project. Discussion followed about the future growth of the District and the need to have qualified personnel to do the work. It was recommended that some numbers be put together by Frank for future review by the Board. The Board thanked Leighton White and Kevin Widmer for their time and the presentation.

Engineer's Report – Grease Digestion and Power Cogeneration Project: Bruce Scott presented a draft letter to NDEP regarding the Revenue Bond Requirements. He informed the Board that there would be a series of similar letters that would be going back and forth and there would probably be a resolution at each meeting to go forward with this Bond requirement. Bruce recommended the Board approve Frank generating these letters in between meetings and signing them as there were deadlines to be met. Bruce also stated that he thought that this project would be going out to bid by November and have the contract awarded by January. Mr. Brown asked about his meeting with legal counsel and was informed that it was regarding the changes with the ordinance and contract elements for the dumping of grease. Mr. Brown also wanted to know if Bruce had the project cost breakdown and Bruce stated he would have it for the next meeting.



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District Manager's Report (see attached report) – Frank reported that 4.4 units of capacity had been sold to Tahoe Ridge Winery.

Frank stated that the Digester Expansion Project had been covered by Craig Olson and also the recoating of the interior of Primary Clarifier #3.

Frank also stated that the ponds were still discharging effluent but were nearly empty. Jerome wanted the status of the Bently Biosolids Permit and was informed by Bruce Scott that it was currently being reviewed internally.

Secretary's Report - April informed the Board that she was taking a class in Human Resources through POOL/PACT.

Meeting adjourned at 9:23 p.m.

APPROVED

Approved _____ Date _____ By _____.