



Board of Trustees
Minutes of Regular Meeting
Tuesday, October 7, 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
Sarah King
April Burchett
Bruce Scott

Others Present:

Brenda Stein
Paul Cockrell

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 Bruce Scott. Discussion followed regarding the status of the Pump Station 2 project. Mr. Brown expressed concern regarding the cost of the safety lights for the trucks. Frank explained that the lights were upgraded pursuant to a recommendation from the OSHA inspector. **Motion by Michael Henningsen to approve the claims for September, 2008 in the amount of \$617,152.91, and to approve the claims paid during September, 2008 in the amount of \$70,727.46.** Seconded by Ronald Wilcks. Motion carried unanimously.

Minutes of September 2, 2008 -- The minutes of September 2, 2008 were reviewed by the Board. **Motion by O.P. Brown, Jr. to accept the minutes of September 2, 2008.** Seconded by Michael Henningsen. Motion carried unanimously.

Public Comment— There was no public comment.

Minden Pacific Associates - Mahogany Court Development Plan Review and Capacity Request-- Represented by Brenda Stein. Brenda reported that the proposed project is a low-income housing development consistent of 21 residential units and a common use room. Frank stated that the residential units require 21 units of capacity, and additional capacity for the common room will be calculated when the plumbing plan is submitted. Bruce Scott presented a letter from Resource Concepts, Inc. dated September 26, 2008 outlining 8 conditions of



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approval. Discussion followed regarding Condition 3 outlining an alternative hook-up to the 12-inch main on Mahogany Dr. Brenda stated that she needed to look at that alternative in more detail to see if it would work, but she felt the depth of the 12-inch main would not be feasible. Bruce stated that he would work with Brenda to determine the best solution. Bruce also reminded Brenda that if the units are turned into condominiums, individual connections will be required, as noted in the letter from Resource Concepts, Inc. **Motion by O.P. Brown, Jr. to approve the improvement plans for the Mahogany Court development subject to 8 conditions outlined in the letter from Resource Concepts, Inc. dated September 26, 2008, and to sell 21 units of capacity to Minden Pacific Associates for the Mahogany Court development located at 894 Mahogany Dr. (APN 1320-30-410-014). All rules, regulations, and requirements of MGSD are to be met and all fees paid.** Seconded by Mark Dudley. Discussion followed regarding a time limit to pay for the capacity and the Chairman's concern that a potential buyer would not be aware of the expiration date and status of capacity. Motion carried unanimously.

Paul Cockrell -- Presentation on Grease Receiving Facility – Frank Johnson introduced Paul Cockrell to the Board and reported that Paul had designed grease digestion projects at other wastewater treatment plants. Paul explained that a grease receiving facility would enable MGSD to obtain grease from area businesses and digest it into methane. Paul presented photos to the Board to explain the process of digestion. Discussion followed regarding potential costs for the equipment, which Paul felt would cost approximately \$200,000 or less, since MGSD currently utilizes some of the needed equipment. Paul and Frank explained that the advantages to MGSD in implementing grease digestion included a reduction of grease in the collection system, a reduction in wastewater biosolids, revenues from tipping fees, a reduction in natural gas use at the plant, as well as the potential to sell excess energy to the power company. Discussion followed regarding the potential amount of grease MGSD can accept, manhours needed to operate the system, and cleaning and maintenance requirements. Paul explained that he performs two studies, a grease digestion study and a cogeneration study, if the grease digestion study shows that a cogeneration study would be warranted. Paul outlined the scope of the study including the size of the tank, the volume of available grease, and schedule of grease deliveries among other items. Paul also mentioned that construction of a grease digestion facility could be implemented as a change order under the current Anaerobic Digester project. Discussion also followed regarding setting up a contract with third-party haulers, as well as alternatives for odor control. **Motion by O.P. Brown, Jr. to approve a grease digestion study by Paul Cockrell in the amount of \$20,000.00.** Seconded by Ronald Wilcks. Discussion followed regarding the availability of grants for this type of improvement. Paul stated research of grants is included in



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his study. Motion carried unanimously. The Board thanked Paul for taking the time to meet with the Board.

Engineer's Report – Bruce Scott reported that arbitration for the Granite Construction litigation is scheduled for January 14, 2009. Joan Wright has been named the arbitrator.

Pump Station 2: Bruce Scott reported that the geotechnical study for the pipeline to tie the pump station 2 into the reservoirs has been completed, and he will approach KG Walters to obtain an estimated cost of construction. Discussion followed regarding the delicacy of the construction of this project, and the qualification of KG Walters to perform the work. Bruce stated that after a cost estimate is received from KG Walters, the Board can then decide if it is feasible to move forward with construction.

Pretreatment Program: Bruce Scott reported that Douglas County is implementing a pretreatment program, pursuant to a requirement from the EPA, for heavy metals, grease, or other exotic elements that can damage the collection and treatment system. Bruce explained that the only problems MGSD has encountered in the past were with Bently and dentist offices. Both issues have been resolved over time. Resource Concepts is doing some preliminary research in pretreatment requirements for future implementation by MGSD.

District Manager's Report (see attached report) – Frank Johnson presented a chart of MGSD's construction costs from 1964 through 2008 for the Board's information. Discussion followed regarding NDEP's procedure for permitting additional capacity.

Frank reported that no EDU's were sold in September. Frank explained that currently the Board Chairman is authorized to sign connection permits if the District Manager is unavailable, but he felt that it would better serve the public if a staff member was also authorized to sign them. He requested authorization for the Lead Operator to sign connection permits if the District Manager is not available. The Board concurred.

Frank reported that the new effluent disposal agreements with Park Cattle Company and Galeppi Land & Livestock took effect in September.

McDonald's – Frank reported that McDonald's has submitted plans for additional drains in their restaurant. Since MGSD is in the process of evaluating the grease interceptor ordinance, Frank felt it would be prudent for McDonald's engineer to place a note on the plans stating their intent



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to upgrade the grease interceptor. The Board felt that no further capacity should be sold to McDonald's until the grease interceptor is upgraded. The Board directed Frank to write a letter to the restaurant owner and to McDonald's corporate office regarding the grease interceptor requirement, and directed that all future discussions and requirements related to McDonald's occur in writing.

Further discussion followed regarding the timeframe for payment and use of capacity as outlined in the MGSD Code. The MGSD Code states that developers have 9 months to pay for the capacity and 2 years in which to use it.

Mr. Brown suggested placing an ad in the Sierra Scoop for the Dodge truck.

Secretary's Report – Discussion followed regarding plans for a retirement party for Bonnie. The Board suggested December 5, 2008 for a luncheon at the Country Club restaurant. The Board directed April Burchett and Sarah King to proceed with the arrangements.

Meeting adjourned at 9:00 p.m.

Approved _____ By _____
Date

APPROVED