



Board of Trustees
Minutes of Regular Meeting
Tuesday, November 3, 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:

Brian Buffo

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 October, 2009 in the amount of \$384,453.46, and to approve the claims paid during October, 2009 in the amount of \$68,721.62.** Seconded by Ronald Wilcks. Motion carried unanimously.

Minutes of September 16, 2009 and October 6, 2009 – The minutes of September 16, 2009 and October 6, 2009 were reviewed by the Board. **Motion by O.P. Brown, Jr. to accept the minutes of September 16, 2009 and October 6, 2009.** Motion seconded by Mark Dudley. Motion carried unanimously.

Public Comment— There was no public comment

MGSD Anaerobic Digester Project -- Frank Johnson informed the Board that the crane was being dismantled and that Digester # 2 was being filled up with water and is anticipated to be back online soon. Craig Olson stated that \$50,000.00 was being held in retainage to make sure that the job was completely finished and said that the Contractor should be done by the 9th of November. Mark Dudley asked if there was a checklist and was told that there were about five items left on it. One of the issues is the pump in the new building which has a leaky seal. It has been replaced once already but is leaking again. Craig stated that there is a one year good repair period warranty and this will not start until after the next repair. He also stated that there is documentation of this problem should there be future issues. The job was



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finished at the original contract amount of \$4.3 million with the only change being the extra \$40,000.00 for the additional cleaning of Digester # 2. However Craig wanted the Board to know that HDR went over their costs mostly because of the inspection time on the job that turned out to be more than originally anticipated and also the drafting work that was done for El Dorado Engineering & Architecture for the Grease Digestion Project before it became a bigger project involving the CoGeneration Project. Craig stated that he did not require a motion from the Board at this time until after his meeting with Bruce Scott to discuss the additional costs. Frank asked if possibly some of the funds received from the American Recovery & Reinvestment Act could be allocated for the work done by HDR for the Grease Digestion Project. Craig wanted to know if we would have a plant tour since the digester project has been completed, and it was decided to wait for the Grease and CoGeneration Project to be done.

Engineer's Report – Bruce Scott wanted the Board to know that the Kingslane Homeowners Association had applied for a Federal grant loan to upgrade their existing sewer system. If this goes forward then their sewer would be upgraded to bring it to the District's standards and could then be part of the District.

District Manager's Report (see attached report) – Frank Johnson stated that he had recommendations included in the Board Packages showing different calculations for the EDU's based on double or triple sinks within food preparation establishments per the Board request. Also included was a letter from William Petersen, legal counsel, dated September 21, 2005 referring to the definition of drains. Currently a triple sink is calculated as three drains with the floor drain as one. Frank suggested having the sink as one drain and the floor sink as one which would make it two drains and allow existing establishments to bank the unused EDU's for future expansion. Bruce Scott explained how the credit would work and stated that it would be kept on the books towards future expansion. Bruce recommended changing how we calculate sink double and triple sink drains to make it more affordable. Frank suggested asking legal counsel how to handle the existing customers and making a decision at the next meeting after meeting with William Petersen.

Frank stated that the garage building was now completed and recommended using three bays for the trucks and using the fourth bay for storage with shelves installed. He also stated that MGSD personnel would be installing the electrical.

Frank informed the Board that Bently had received the bio solids permit which would allow MGSD to transport their bio-solids to them after the 1st of January and the cost would be approximately \$14.00/ton. He also stated that the effluent reservoirs had been pumped and were lowered near to the minimal level.

Frank also informed the Board that he had finally received a quote for the sewer line camera system. He handed out a graph to the Board showing expenditure on cleaning the lines for the last three years. He stated that having the camera system would cost and estimated \$35,000.00 per year versus the \$60,000.00 that has been spent per year to televise the lines in the past. Bruce Scott suggested that having the camera



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would give MGSD crew mobility without relying on a third party and would also enable MGSD to set up a data base. The original quote for the camera had been for \$60,000.00 but the quote received today was for \$49,500.00 with \$6500.00 for the self propelled reel. Frank suggested a small enclosed trailer for the camera and equipment so it would be out of the elements. Mark Dudley asked what had originally been budgeted for the security camera system and was informed that it was \$55,000.00. **Motion by Michael Henningsen to purchase the inline camera system from Weco Industries with the money allocated in the budget for the Tescoco security camera system and the amount not to exceed \$60,000.00.** Motion seconded by O.P. Brown Jr. Motion carried unanimously.

O.P. Brown Jr. suggested taking the employees of MGSD out for lunch between now and Christmas. **Motion by O.P. Brown Jr. to take employees out for lunch between now and Christmas.** Motion seconded by Michael Henningsen. Motion carried unanimously.

Secretary's Report – April talked about the current economy and the past due amounts owing on foreclosed properties. She stated that Richard J. Peters, MGSD's accountant had stated that we could write them off as bad debts but William Petersen; MGSD's legal counsel had stated that it should be collected from the new owner. However currently trying to collect past due amounts from the new owners was not going through smoothly and April wanted the Board's input on how this should be handled. After discussion it was suggested by the Board that writing off the bad debts may be the best way to go and to increase the budget for bad debts for the future.

Meeting adjourned at 9.00 p.m.

Approved _____ By _____
Date