



Board of Trustees
Minutes of Regular Meeting
Tuesday, November 4, 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:

Robert Rouselle

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. Frank presented an expense summary for the anaerobic digester project, showing the expenses through the end of October 2008 and the amount remaining under the contracts. The Board requested a monthly breakdown of expenditures and remaining budget. Frank stated that a summary would be available at the December 2, 2008 regular Board meeting. Discussion followed regarding monthly expenses and income, the plant capacity needed for District buildout, and the current permitted capacity. **Motion by Michael Henningsen to approve the claims for October, 2008 in the amount of \$417,404.04, and to approve the claims paid during October, 2008 in the amount of \$81,934.10.** Seconded by Mark Dudley. Motion carried unanimously.

Minutes of October 7, 2008 – The minutes of October 7, 2008 were reviewed by the Board. **Motion by O.P. Brown, Jr. to accept the minutes of October 7, 2008.** Seconded by Ronald Wilcks. Motion carried unanimously.

Public Comment— There was no public comment.

Walton's Inc. - Plan Review -- Represented by Robert Rouselle with Hunter Creek Engineering. Bruce Scott explained that the proposed Walton's funeral home project is located between St. Gall's Church and Animal Medical on Centerville Lane, and he presented a letter from Resource Concepts, Inc. outlining 8 conditions of approval. Bruce explained that there is an existing stub in the interceptor manhole so a design detail for the connection to the stub will be needed. Mr. Rouselle stated that a detail would be provided. Frank Johnson reported that 2.0 units of capacity will be required for the building and will be sold administratively prior to construction. **Motion by O.P. Brown, Jr. to approve the improvement**



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plans for Walton's Inc. located at 1349 Centerville (APN 1220-04-201-001) subject to 8 conditions outlined in the letter from Resource Concepts, Inc. dated October 22, 2008. All rules, regulations, and requirements of MGSD are to be met and all fees paid. Seconded by Ronald Wilcks. Motion carried unanimously.

Engineer's Report – Bruce Scott reported that the rescheduled County Commissioner's hearing for Park Cattle Company will be held on Thursday, November 6, 2008. Bruce spoke with the Public Works Department regarding the Board's views on the project.

Gardnerville Water Company Proposed Sewer Main Expansion - Bruce reported that he has spoken with Mark Gonzales with the Gardnerville Water Company regarding an extension of the sewer main for their proposed office on Mathias Parkway to serve future developments. Gardnerville Water Company would like to set up a cost reimbursement plan, similar to the plan that was set up for Mr. Bently on Buckeye Road. The Board directed Bruce to work with Mark Gonzales on this.

Granite Construction - Bruce reported that he and Frank will be meeting with Jaycee from Bill Peterson's office to prepare for the deposition regarding the debris in the manholes at the roundabout at County Rd..

Pretreatment Program – Resource Concepts staff is continuing to monitor the plans that Douglas and Lyon Counties are preparing for their required pretreatment programs.

Biosolids Disposal - Discussion followed regarding the status of Bently's biosolids permit with NDEP. Bruce suggested that a letter be sent to NDEP explaining MGSD's position with biosolids disposal. The Board requested that RCI prepare a letter for MGSD's signature.

Pump Station 2 – Bruce reported that he anticipates a cost estimate for the lines through the ponds from K.G. Walters at the December meeting.

District Manager's Report (see attached report) – Frank reported that no capacity was sold during October, and no effluent was discharged.

Plant Security – Frank reported that the plant's perimeter fence was cut and some of K.G. Walters' equipment was stolen, at a cost of approximately \$15,000. Frank explained the potential risk to the plant if someone breaks in. He felt it would be prudent to research additional security for the plant. The Board directed Frank to look into various security items.

The Hartford 457 Plan – Frank reported that MGSD is now eligible to participate in the State's 457 Hartford program, which would allow more investment options for MGSD's employees. In order to implement the change, The Hartford needs a motion from the Board. **Motion by O.P. Brown, Jr. to**



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authorize the District Manager to change MGSD current Hartford 457 program to the Hartford's Enhanced program with the understanding that there are no administrative fees associated with this change. Seconded by Michael Henningsen. Motion carried unanimously.

Grease Digestion - Frank reported that he is meeting with Paul Cockrell on Friday to discuss the status of the grease digestion study.

Frank reported that it has been determined that a John Deere Gator is not needed at the plant at this time. The existing quads need new tires, but the plant's needs would be served with new tires. Frank also reported that a couple of bicycles might also be useful. The Board directed Frank to discuss purchasing bicycles with MGSD operating staff.

Discussion followed regarding the plant maintenance program. The Chairman expressed concern regarding the leaves clogging up the effluent ditch. Frank explained that the leaves are regularly cleaned out of the plant facilities.

Secretary's Report – April Burchett reported that reservations were made at the Country Club restaurant for December 5, 2008 for Bonnie Fetic's retirement party, and that invitations have been sent. April also explained that a Southwest Airlines gift card has no restrictions and no expiration date. The Board directed April Burchett to purchase a Southwest Airlines gift card in the amount of \$300.00. In addition, Bonnie will receive a piece of jewelry and a plaque.

Meeting adjourned at 8:30 p.m.

Approved _____ By _____
Date