



Board of Trustees
Minutes of Regular Meeting
Tuesday, December 2, 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

Staff Members Present:

Frank Johnson
Sarah King
April Burchett
Bruce Scott
Craig Olson

Others Present:

Paul Cockrell

Board Members Absent: Mark Dudley

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. Frank presented an expense summary for the anaerobic digester project, showing the expenses through the end of November 2008 and the amount remaining under the contracts. **Motion by Michael Henningsen to approve the claims for November, 2008 in the amount of \$642,337.26, and to approve the claims paid during November, 2008 in the amount of \$84,394.56.** Seconded by Ronald Wilcks. Motion carried.

Minutes of November 4, 2008 – The minutes of November 4, 2008 were reviewed by the Board. **Motion by O.P. Brown, Jr. to accept the minutes of November 4, 2008.** Seconded by Ronald Wilcks. Motion carried.

Public Comment— There was no public comment.

HDR Engineering -- Status Report on Anaerobic Digester Project -- Represented by Craig Olson. Craig presented a project costs graph outlining the percentage of the construction and engineering budgets spent to date, and noted that it appeared the construction is proceeding faster than originally anticipated. Discussion followed regarding the front-end expenses for materials and equipment. Craig mentioned that construction has gone well overall. Frank reported that a non-potable water line was damaged today, and it was anticipated that the contractor would repair the line on December 3. Discussion followed regarding underground lines that have been unknown and efforts to photograph construction items as much as possible.



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Stone Creek, LLC - Capacity Extension Request – This item was continued until the January 6, 2008 regular Board meeting at the request of the developer.

Richard J. Peters, Jr. & Company -- June 2008 Audit Approval -- Frank Johnson reported that Richard Peters was unable to attend tonight's meeting. Frank stated that he and Richard met two weeks ago and went through the audit, which appeared to be in order. Richard requested that the Board approve the audit to meet the State's filing deadline of December 31, 2008, and that Richard would be available at the January meeting to answer any questions the Board may have. Frank Johnson presented a chart outlining MGSD revenues and expenditures chart for FY 2008-2009. Discussion followed regarding the amount of EDU's produced by customers in GRGID, the Town of Minden and the Town of Gardnerville. **Motion by O.P. Brown, Jr. to accept the Audit Report prepared by Richard J. Peters, Jr. & Co. for the Minden-Gardnerville Sanitation District fiscal year ending June 30, 2008.** Seconded by Michael Henningsen. Motion carried. Discussion followed regarding permitted and potential flow of the plant, and the impact of a large development on the plant, as well as an updated Master Plan for the plant.

Paul Cockrell – Update on Grease Receiving Facility Study – Paul explained the process for grease digestion. Paul reported that based on his study, he has calculated a maximum loading rate, minimum number of retention time, projected tipping fee, and the potential reduction of biosolids in the collection system. There is also a greater number of grease available in the area than MGSD's projected loading rate. Discussion followed regarding the sources of grease, the potential for power generation, and the manpower required to operate the system. Paul also presented various alternatives for grease digestion and a list of items to consider for the next steps. Discussion followed regarding potential ways to make grease digestion at MGSD cost effective for restaurant owners. Paul stated that it appeared that enough grease was available to allow for the power cogeneration study. Paul felt that the grease digestion portion could be handled as a change order under the current anaerobic digester project, but the power cogeneration is a much larger scale project and would have to be done separately. Discussion followed regarding the potential and options for doing a power cogeneration study. **Motion by Michael Henningsen to authorize Paul Cockrell to proceed with the power cogeneration study in the amount of \$15,000.00.** Seconded by O.P. Brown, Jr. Motion carried.

Engineer's Report – Pump Station Outfall Line – Bruce Scott reported that a cost estimate was obtained from KG Walters, and he would like to look at it in more detail in order to make a determination on whether it is feasible. He will discuss it with the Board in more detail at the January meeting.

Park Cattle Company Proposed Master Plan Amendment – Bruce Scott reported that the County staff report did not accurately reflect MGSD's and Town of Minden positions to the County Commissioners. Bruce clarified MGSD's and the Town's positions on the project to the County Commissioners, that



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MGSD and the Town would be capable of serving projects within the Service Area Boundary but additional information would be needed prior to approval of serving any project outside of the existing service area boundaries.

Granite Construction Roundabout Litigation – Bruce Scott stated he received an email from MGSD’s legal counsel stating that the arbitration hearing was rescheduled to February.

Biosolids Permit – Bruce Scott reported that he spoke with Jim Usher at Bently Agrowdynamics, and it appeared that although Bently would like to get the issue resolved, the permit is still being reviewed by NDEP.

RCI Fee Schedule – Bruce Scott stated that the last fee schedule increase by RCI was in 2004, and he would like to increase the fee schedule by approximately 7% to 9%. **Motion by O.P. Brown, Jr. to authorize an increase of RCI’s engineering fees for MGSD district business at a rate of 8% rounded up to the nearest dollar.** Seconded by Ronald Wilcks. Motion carried.

District Manager’s Report (see attached report) – Frank Johnson reported on Items 1 and 2 of the attached report.

The Hartford 457 Plan – Frank Johnson presented an interlocal agreement for approval to finalize the change to The Hartford 457 Plan which was authorized at the November 4, 2008 regular Board meeting. **Motion by Michael Henningsen to authorize the District Manager as the 457 Plan Administrator to sign the Interlocal Contract between the State of Nevada by and through Its State of Nevada Employees’ Deferred Compensation Committee and Minden-Gardnerville Sanitation District.** Seconded by O.P. Brown, Jr. Motion carried.

Meeting adjourned at 9:10 p.m.

APPROVED

Approved _____ Date _____ By _____.