



Board of Trustees
Minutes of Regular Meeting
Tuesday, March 1, 2011
6:00 P.M.
Board Room
Minden-Gardnerville Sanitation District
1790 Hwy. 395
Minden, Nevada

Board Members Present:

O.P. Brown, Jr.
Ronald Wilcks
Mark Dudley
Michael Henningsen
Raymond Wilson

Staff Members Present:

Frank Johnson
April Burchett
Bruce Scott
Sarah King

Others Present:

Steve Tognoli
Paul Cockrell

Board Members Absent:

None

Meeting called to order at 6:00 p.m.

Claims Review and Approval -- The claims were reviewed by the Board and questions were answered by Frank Johnson. **Motion by Michael Henningsen to approve the claims for February, 2011 in the amount of \$78,925.83, and to approve the claims paid during February, 2011 in the amount of \$76,148.55.** Seconded by Raymond Wilson. Motion carried unanimously. Frank Johnson stated that we are currently at approximately 42% of the operations budget.

Minutes of February 1, 2011 – The minutes of February 1, 2011 were reviewed by the Board. **Motion by Raymond Wilson to accept the minutes of February 1, 2011.** Motion seconded by Ronald Wilson. Motion carried unanimously.

Public Comment – Mr. Wilson requested placing formal photographs of the Board members within 1 frame, and framed photos of prior board members, on the wall. The Board agreed. He would like to see the prior Boards recognized for their excellent service and foresight. Mr. Wilson will coordinate with the office staff to arrange for the photographs.

MGSD Grease Digestion and Power Cogeneration Project – Represented by Paul Cockrell. Paul reported that there will be a plant shutdown at 4:00 am on Thursday to install the additional breakers that have been required by NV Energy. It is anticipated that the power cogeneration portion will be tested on March 15 and online shortly thereafter. Frank reported that the O&M manual was not completed after the completion of the anaerobic digester project; since it was felt it would be more cost effective to wait until



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the completion of the grease digestion project. Frank presented a proposal from El Dorado Engineering in the amount of \$40,910. Paul reported that this is the additional cost of the O&M Manual to include HDR's portion from the Anaerobic Digester project. Bruce explained the cost overages on the Anaerobic Digester project. Mr. Henningsen asked why the additional amount was not included in the initial proposal. Frank stated that the scope of the O&M Manual wasn't known at the time the proposal was made. Discussion followed regarding the contents and scope of the O&M manual, and the cost of the O&M Manual, and alternatives to avoid cost overruns in the future. Frank proposed continuing this discussion until the April meeting and request Craig Olson clarify the figures for the O&M Manual. The Board directed Frank to coordinate with Craig and continue this until the next meeting.

Frank proposed extending the hot water loop into the belt press room and into the new storage buildings to provide hot water heat. The Board asked for more information and asked to continue this discussion at the April meeting. Paul stated that with the excess gas produced by the grease digester, it would be feasible for MGSD to do this.

Douglas County Emergency Operations Plan – Represented by Steve Tognoli. Steve Tognoli gave a PowerPoint presentation of Douglas County's new Emergency Operations Plan. The plan includes resources for each entity to utilize in the case of a declared emergency. The Fire District is the coordinator for the various entities. He also requested a copy of MGSD's Emergency Operations Plan. He explained a disaster must be officially declared by the County's Board of Commissioners in order to get reimbursed by the federal government. Frank asked what MGSD's responsibility would be. The County would use MGSD as experts with sewer issues. The Board thanked Steve for the presentation, and Frank signed for MGSD's copy of the Operations Plan.

Engineer's Report – Bruce reported on the status of various projects:

Carson Valley Inn has submitted a plan to remove the Itildo building, build a parking lot, and close 8th St. MGSD has some sewer lines in the area that will need to remain, and easements for the sewer line will be needed. He will keep an eye on the progress of the project approvals to ensure those easements are provided.

Reservoir Repair – RCI has received an estimate from A&A Construction for the emergency repair of the reservoirs and the inlet piping from Muller Lane to the base of the dikes into the reservoirs. The estimate is \$103,400 for the piping portion of the project, and the dikes will be about \$99,000. **Motion by Raymond Wilson to approve emergency repair of the reservoir dikes and pipe connection by A&A Construction in an amount not to exceed \$205,000.** Seconded by Michael Henningsen. Motion carried. Mr. Dudley abstained.



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Memorandum from MGSD Legal Counsel regarding County control of GID's - Bruce stated the County staff appears to be stepping up in their intent to take over valley-area GID's. An example of the County's actions occurred with the Muller Pkwy-Pinenut Rd realignment project. MGSD had approved the improvement plans for the Muller Pkwy-Pinenut Rd realignment, but the County initially refused to approve the building plans unless MGSD's standard details were removed and replaced with the County's standard details, but has since relented. Bruce and Frank asked MGSD's legal counsel for an opinion regarding the County's jurisdiction with respect to MGSD's standards and authority. Bruce would like the Board's permission to have legal counsel approach the District Attorney's office to find out what the County's official position is. Frank talked to Bill Peterson today to approach all the other GID's attorneys. Bill asked if he can share this memorandum with the other GID attorneys. The Board authorized the sharing of the memorandum. April passed out NRS Chapter 318 regulations regarding dissolution of a GID. The Board asked Bruce if a special attorney would need to be hired. Bruce felt it would be best to let the GID attorneys decide the best approach. The Board directed Frank to inform MGSD staff to be strong in dealings with Douglas County staff with respect to inspections and reviews.

District Manager's Report – Frank reported on the following:

No EDU's were sold last month. He has a set of plans for the Raley's remodel, but because of some inconsistencies on the plans, he is unable to determine the capacity needed. He would like approval from the Board to grant the EDU's if more than 5 units are needed. The Board authorized Frank to approve the capacity for Raley's.

Frank has started working on the budget.

There was a small overflow at the Mahogany and Tamarack manhole, which is shallow. The line was backed up with grease, and the line was cleaned a year ago. Frank will be coordinating with the restaurants in the Ironwood Center to ensure they are in compliance with MGSD's grease policy.

The Master Plan update is proceeding.

NDEP compliance inspection for the Lab – they were impressed with our record keeping and procedures. They asked for a couple of minor revisions to be written into the lab procedures manual.

Secretary's Report – April asked the Board if they would prefer to schedule the annual review for the District Manager for the April meeting or May meeting. The Board asked that it be scheduled for the April 5th regular board meeting.



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Meeting adjourned at 8:00 p.m.

Approved _____
Date

By _____.