



Board of Trustees
Minutes of Regular Meeting
Tuesday, May 5, 2009
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
Bruce Scott

Others Present:

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, Sarah King and Bruce Scott. **Motion by Michael Henningsen to approve the claims for April, 2009 in the amount of \$240,965.70, and to approve the claims paid during April, 2009 in the amount of \$92,432.27.** Seconded by Mark Dudley. Motion carried unanimously.

Minutes of April 1, 2009 and April 7, 2009 – The minutes of April 1, 2009 and April 7, 2009 were reviewed by the Board. **Motion by O.P. Brown, Jr. to accept the minutes of April 1, 2009 and April 7, 2009.** Seconded by Ronald Wilcks. Motion carried unanimously.

Jerome Etchegoyhen had questions about the lateral bill that was being passed and if there was any way to mark these laterals once they were located. Discussion followed.

Public Comment— There was no public comment.

Engineer's Report – Bruce Scott stated that he had a few items in his report. The first one being The Minden Gateway Center. The Holiday Inn Express was ready to open even though they had no access to Hwy 88 and public access was through ARCO. The Minden Gateway Center was going to be foreclosed on but they filed bankruptcy prior to the foreclosure. Bruce also stated that there had been no bond required by the County on this project and that the County was looking to make some changes to prevent such an occurrence in the future. In order to prevent MGSD being caught in such a situation in the future Bruce informed the Board that he would be talking to Bill Petersen, MGSD's legal counsel about whether MGSD should require bonds.



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Bruce stated that his second item was a legal issue regarding the splitting of a building which has only one sewer connection. Under State law a building can be split into several units as long as it met the building codes. However this affects the sewer which cannot be split. He stated that the Town of Minden has been similarly affected and is making provision to have water split and more lines put in and have a separate billing set up. Bruce recommended that MGSD do something similar and have a clarification in MGSD's ordinance that if in the future a split was to be made then a separate lateral would have to be set up. Bruce also suggested that when a permit was being signed to make it clear that the party signing would be responsible for a separate lateral set up in the future if the building was being split up with MGSD approval. He also recommended this being recorded so a title report would help catch a change. Discussion followed on the best way to handle this in the future. Bruce also suggested a case by case review and stated that easements were an option. Bruce asked for the Board's approval to meet with Bill Petersen, MGSD's legal counsel to get something put into place to deal with this issue. The Board gave its approval for Bruce to meet with legal as soon as possible.

Bruce also stated that he and Frank Johnson had met with Park Cattle regarding clarifying MGSD's property boundary at the reservoirs on Muller Lane. MGSD has 82 acres which is fenced in but there is a little strip that is not part of the original purchase and it does not belong to MGSD. Bruce recommended that the Board do a quit claim deed to Park Cattle and Sierra Pacific Power Company. He stated that this discrepancy has always existed and the Assessor had established this as a special parcel and MGSD did not have any claim to it but MGSD does have an easement on both sides.

District Manager's Report (see attached report) – Frank Johnson stated that 1.4 EDU's were sold in April. Frank also stated that the digester project is progressing with no issues and the dewatering and cleaning of the existing digesters was scheduled for later on in May.

Douglas County Education Fund – Frank talked about The Douglas County Education Foundation plans to have a fundraising run in October and that they would like to utilize the MGSD access road between Muller Land and the Park Ranch property. The Board had no opposition.

Grease Digestion System – Bruce Scott gave the Board some information on this project. Frank talked about his trip to the Watsonville and Millbrae WWTP facilities which are both different operations but with similarities to MGSD. Frank stated that their current staffing was sufficient to handle the unit and they cleaned their digestion units once a year and no adverse conditions had been found. Millbrae had a card system for trucks to access the receiving facility and Watsonville had set hours for delivery. He also stated that Millbrae was doing electrical generation with turbine engines and if they had to do it again would prefer the combustion engines which were Paul Cockrell's recommendation. Bruce talked about the estimate that Reno Rendering gave MGSD of being able to deliver 300,000 gallons of grease a month. That is currently being hauled by them to Lockwood. Bruce suggested an agreement with them that would lock them in for a few years to guarantee grease being brought in but still leave MGSD open to collect grease from smaller companies.



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Bruce also mentioned the stimulus project and the Clean Water Act of which 20% is designated for green projects. He stated that so far there were only three projects and one of them was the cogeneration project for this plant and he stated that we could qualify for a 0% loan for this project. Bruce recommended that the Board move forward with the grease handling project with the cogeneration project to be done in the future. The proposed cost would be about \$300,000.00 and with K.G. Walters already on site this would be a good time for the Board to approve the project. The Board agreed that Frank's report was very informative and he was to be commended for the work involved. **Motion by Michael Henningsen to move forward with the planning of the Grease Receiving Station, the final amount to be approved by the Board with a preliminary amount not to exceed \$300,000.00, the final numbers to be submitted by K.G. Walters, Paul Cockrell, Bruce Scott, and HDR Engineering to be approved by the Board at the May 21, 2009 Special Board Meeting.** Seconded by Mark Dudley. Motion carried unanimously.

Employee Compensation for Overtime – The Board was given the proposed changes for the Personnel Policy Manual. However no action could be taken as Bill Petersen, legal counsel, needed to approve the language and it would need to be on the agenda for the next month before making a motion. The Board agreed to this.

Frank also stated that he had included a list of abbreviations and general definitions used by MGSD and also a fee schedule in his report.

Frank mentioned that Bud Rinasz would like to buy MGSD's 1956 Dodge truck and had offered \$400.00 for it. The Board directed Frank to sell it to him as is.

Frank also responded to the question at the previous Board meeting about the ditches and explained that there were water rights assigned to them and that it was designated as wet lands.

Mark Dudley had a question about the status of biosolids application by Bently. Bruce Scott stated that the application had been resubmitted to NDEP and that hopefully a revised approval would be given in the future. Mark also brought up having the concrete sealed to avoid cracks.

Meeting adjourned at 9:05 p.m.

Approved _____ By _____
Date

APPROVED