

# Minden-Gardnerville Sanitation District

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P.O. BOX 568  
MINDEN, NEVADA 89423  
702 - 782-3546  
FAX / 702-782-4915

NOTICE OF SPECIAL MEETING, TUESDAY, JANUARY 5, 1999, 12:00 P.M., MANDARIN GOURMET RESTAURANT 1779 IRONWOOD AND MINDEN-GARDNERVILLE SANITATION DISTRICT, 1790 HWY. 395, MINDEN, NEVADA

AGENDA:

12:00 P.M. Lunch at Mandarin Gourmet Restaurant  
1:00 Tour of Newly Completed Influent Pumping Station Project  
1:45 Adjournment



Bonnie D. Fettic-Executive Secretary

PLEASE DO NOT REMOVE UNTIL: 1/6/99

# Minden-Gardnerville Sanitation District

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MINDEN, NEVADA 89423  
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NOTICE OF REGULAR MEETING, TUESDAY, JANUARY 5, 1999, 7:00 P.M., BOARD ROOM, MGSD  
TREATMENT PLANT, 1790 HWY. 395, MINDEN, NEVADA

## AGENDA:

7:00 P.M. Call to Order  
7:01 Oath of Office for Newly Elected MGSD Board of Trustees--Action  
7:10 Election of MGSD Board Officers for 1999--Action  
7:15 Minutes of December 1, 1998--Action  
7:16 HDR Engineering--Change Order Review, Plant Improvement Update, Discussion  
of Future Projects Time Table--Action  
7:50 Olson Tire--Plan Approval and Capacity Request--Action  
8:00 J.C. Center--Plan Approval and Capacity Request--Action  
(Carson Valley Industrial Park)  
8:10 Gardnerville 7-11--Annexation Request--Action  
8:20 William & Effie Secor and Edna Walker--Time Extension Request for Lateral  
Connection--Action  
8:30 Gardnerville Ranchos General Improvement District--Capacity Request--Action  
8:40 Richard J. Peters, Jr. & Co.--MGSD 1997-98 Audit Report and Approval--Action  
9:10 Engineer's Report--Action  
9:25 Superintendent's Report--Action  
9:40 Secretary's Report--Action  
9:50 Public Commentary  
10:00 Adjournment

  
Bonnie D. Fettic-Executive Secretary

Any agenda item represented by an attorney must have given fifteen days notice to the  
Minden-Gardnerville Sanitation District.

The following items will be considered as time permits between the above scheduled items:  
Engineer's Report, Superintendent's Report and Secretary's Report.

This meeting agenda is posted at the Minden-Gardnerville Sanitation District, Minden Post  
Office, Gardnerville Post Office and CVIC Hall.

ALL PERSONS attending the meeting are required to sign the guest register.

PLEASE DO NOT REMOVE UNTIL: 1/6/99

MINDEN-GARDNERVILLE SANITATION DISTRICT  
P. O. BOX 568  
MINDEN, NEVADA

Minutes of regular meeting, Tuesday, January 5, 1999, 7:00 P.M.,  
Board Room, MGSD Treatment Plant, 1790 Hwy. 395, Minden, Nevada

Board Members Present:

Jerome Etchegoyhen, O. P. Brown, Jr., Leonard Anker and Robert Dinsmore

Board Member Absent:

Daniel Hellwinkel

Staff Members Present:

David LaBarbara, Bruce Scott and Bonnie Fetic

Others Present:

Craig Olson, Mike Fondi, Edna Walker, Rob Loveberg, Richard Peters and Scott Mulligan

The meeting was called to order by Vice-Chairman Etchegoyhen in the absence of the Chairman.

Oath of Office for Newly Elected Board of Trustees: Judge David Gamble administered the oath of office to the newly elected Board of Trustees, Leonard Anker, Jerome Etchegoyhen and O.P. Brown, Jr. The Board thanked Judge Gamble for his service. Daniel Hellwinkel was unable to attend the meeting and therefore, he will take his oath of office at a later date.

Election of MGSD Board Officers for 1999: Vice-Chairman Etchegoyhen called for nominations for MGSD board officers for the 1999 year. Motion by Robert Dinsmore to retain Daniel Hellwinkel as Chairman, Jerome Etchegoyhen as Vice-Chairman and Leonard Anker as Secretary-Treasurer. Seconded by O.P. Brown, Jr. Vote: 3 ayes, 0 nays, absent; Daniel Hellwinkel.

Minutes of December 1, 1998 and December 17, 1998: The Board reviewed the minutes of December 1, 1998 and December 17, 1998. Motion by Leonard Anker to accept the minutes of December 1, 1998 and December 17, 1998. Vote: 3 ayes, 0 nays, absent; Daniel Hellwinkel.

HDR Engineering--Change Order Review, Plant Improvements Update, and Discussion of Future Projects Time Table--Represented by Craig Olson. Craig discussed the previous two change orders which had been approved by the Board for the influent pumping station replacement project. Craig then presented change order #3 in the amount of \$72,293.00 for review and approval by the Board. Craig

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related that the biggest item in the change order was the air-gap system previously approved by the Board in the amount of \$65,000. Craig discussed the piping charges and related that the rest of the items were small changes which had materialized during construction. Discussion followed. Craig related that there will be one additional change order at a later date which will contain a couple of time and materials charges. David LaBarbara discussed exorbitant gas bill which had been received by MGSD during construction which he attributed to the construction sequence decision made by the contractor causing the doors to the buildings having to remain open 24-hours per day and the thermostat running on high during cold weather. The bill is over \$3,000 higher than for the same period the previous year. David felt that the construction decision had been made by the contractor and that MGSD should not have the burden of paying the entire bill. Craig related that the contractor will reimburse MGSD whatever is fair for the excessive gas bill. Motion by Robert Dinsmore to approve change order #3 in the amount of \$72,293.00 for K.G. Walters Construction for the influent pumping station replacement project. Seconded by Leonard Anker. Vote: 3 ayes, 0 nays, absent; Daniel Hellwinkel. Craig related that the notice of substantial completion will be issued with a punch list on January 8, 1999. The substantial completion notice will start the one year warranty. The contractor is planning to complete the punch list items in approximately two weeks. The retrofit for the trickling filter has been completed, but testing and programing remains to be done before it can be put into service. Craig related that 95% of the O & M manual is complete and will be sent to the State and to David for review. The air-gap system is not on line. The underground work has been completed, but the contractor is waiting for delivery of the tank which should be in approximately a week. Craig presented copies of pages from the MGSD master plan Chapter VI--Recommended Improvements--(Revised August 1997) which include proposed plant construction for the Board's review and future consideration. Craig reviewed the recommended capital improvements and reviewed the proposed improvements for the year 2000. Craig also discussed state requirements as regards gallonage processed by the plant facility. Discussion followed concerning time frame for plan preparation, possible required special use permit, possibly getting plans prepared and put on the shelf for future use, and effluent disposal being MGSD's primary concern at the present time. The Board related that they would give the future plant construction consideration and would possibly discuss the situation when Craig returns to the Board for approval of the final change order for the influent pumping station replacement project.

Olson Tire--Plan Approval and Capacity Request--Represented by Mike Fondi. Construction plans were presented for Board approval for the Olson Tire to be located in back of the AM-PM at Waterloo and

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Hwy. 395. David LaBarbara related that the building would be connected to the existing main and that a sand-oil interceptor is included in the plans. The owner will need to purchase 2.40 units of capacity. Bruce Scott presented a letter from Resource Concepts dated December 16, 1998 recommending approval of the project subject to eight recommendations contained in the letter. Bruce discussed the recommendations with the Board and related that recommendation #6 should not apply to the project since the line has already been constructed. Mr. Fondi related that he would comply with Resource Concepts recommendations. David discussed dumpster drain requirements and Mr. Fondi related that he did not think there would be a dumpster drain included in the construction. Motion by Leonard Anker to approve the plans for the construction of Olson Tire to be located at Waterloo and 395 subject to Resource Concepts letter dated December 16, 1998. Recommendation #6 contained in Resource Concepts letter will not apply to the project. MGSD agrees to sell 2.40 units of capacity. The rules, regulations and requirements of MGSD are to be met and all fees paid. Seconded by Robert Dinsmore. Vote: 3 ayes, 0 nays, absent; Daniel Hellwinkel.

J.C. Center--Plan Approval and Capacity Request--Represented by Rob Loveberg. Plans were presented for the construction for an office-warehouse complex to be located on the Christl property in the Carson Valley Industrial Park. The property is adjacent to Im-Proval Tire. David related that the plans call for 11.0 units of capacity and that there are 10.0 units of existing capacity on the property. Therefore, 1.0 unit of capacity will need to be purchased for the project. David reviewed the history of the existing capacity with the Board. Discussion followed. David related the lateral connection will require crossing the road and that the contractor will have to be careful because the lateral will be very deep. Bruce Scott presented a letter from Resource Concepts dated January 5, 1999 recommending approval of the project subject to four conditions contained in the letter. Bruce reviewed the recommendations with the Board. Bruce also explained the assessment district in the Carson Valley Industrial Park. Motion by Robert Dinsmore to approve the building plans for the J.C. Center to be located on the Christl property adjacent to Im-Proval Tire in the Carson Valley Industrial Park subject to Resource Concepts letter dated January 5, 1999. There are 10.0 units of existing capacity on the property and MGSD agrees to sell 1.0 additional unit of capacity making the total building capacity 11.0 units. The rules, regulations and requirements of MGSD are to be met and all fees paid. Seconded by O.P. Brown, Jr. Vote: 3 ayes, 0 nays, absent; Daniel Hellwinkel.

Gardnerville 7-11--Annexation Request--Represented by Scott Mulligan. David LaBarbara related to the Board that an application

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had been received from Michael K. and Terry A. Swift for the annexation of the Gardnerville 7-11 at Riverview and Hwy. 395 along with the required preliminary title report, vicinity map and annexation deposit. Bruce Scott related to the Board that the property is not contiguous to the district boundary and would have to be served by contract of service. David related that the property owners are planning to request plan approval and capacity request after the public hearing for contract of service so that they can connect the building at the time the line to serve the building is constructed. Bruce discussed the easement situation in regard to the construction of the main along Hwy. 395. Motion by Robert Dinsmore to deny the annexation application for Michael K. and Terry A. Swift and to notice a public hearing for contract of service to be heard at the February 2, 1999 board meeting. Seconded by O. P. Brown, Jr. Vote: 3 ayes, 0 nays, absent; Daniel Hellwinkel.

William and Effie Secor and Edna Walker--Time Extension Request for Lateral Connection--Represented by Edna Walker. David related to the Board that the Secor's and Ms. Walker were given 60 days to connect their property on Hwy. 756 through the Vowles/Eastern Sierra Feed property to Waterloo Lane. David related that Ms. Walker has had a problem with the contractor because the contractor has informed her that he cannot obtain the 1% slope requirement. David related that MGSD still requires a simple plan showing the lateral connection which conforms with the MGSD ordinance. David discussed the line construction fall and pipe size. Ms. Walker related that she has contacted the contractors board in regard to the situation. Discussion followed on time frame for line construction and also action by the contractors board. Motion by Leonard Anker to grant a time extension to the March 2, 1999 meeting for the connection of the the Secor/Walker property to Waterloo Lane. Seconded by Robert Dinsmore. Vote: 3 ayes, 0 nays, absent; Daniel Hellwinkel.

Gardnerville Ranchos General Improvement District--Capacity Request: David LaBarbara related that he had not received the promised letter requesting 20 units of capacity nor the required check from the Gardnerville Ranchos General Improvement District. The Board directed that the matter be tabled until the February 2, 1999 meeting.

Mr. Anker discussed the condition of MGSD's sign on Hwy. 395 and requested that it be included in the February, 1999 agenda for discussion.

Richard J. Peters, Jr. & Co.--1997-98 Audit Approval--Represented by Richard Peters. Mr. Peters reviewed the June 30, 1998 audit in detail with the Board. Mr. Peters related that the audit had been

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ready for presentation to the Board in November, but that the absence of the required letter from MGSD's legal counsel, Bill Peterson had delayed the presentation to MGSD. Discussion followed on note #4 and the utilities figure on page 15 of the audit. Richard related that he would review both items for correctness. Richard related that he had no recommendations for MGSD's financial affairs and discussed the efficiency of the district's operation as regards the Board, Superintendent and Secretary. Discussion followed concerning the district's finances and possible augmentation of the 98-99 Budget in May of 1999. Motion by Leonard Anker to approve the Minden-Gardnerville Sanitation audit for July 1, 1997 to June 30, 1998 subject to review for correctness by Richard Peters of note #4 and the utilities figure on page 15 of the audit. Seconded by Robert Dinsmore. Vote: 3 ayes, 0 nays, absent; Daniel Hellwinkel.

Engineer's Report: Bruce Scott related to the Board that the MGSD Secretary had mailed the letters for assessment refunds to the property owners in the Carson Valley Industrial Park. The required sixty days will have to elapse before the funds can be released to the owners.

Bruce Scott requested permission from the Board to change his pass through fee schedule to reflect Resource Concepts current fee schedule which will be approximately 5% higher than currently charged. The fee increase will not effect the fee schedule currently charged to MGSD. The Board agreed to the change in the pass through fee schedule proposed by Resource Concepts.

Bruce Scott discussed the fact that he had not been successful in obtaining the required easement to be given to MGSD by Dennis and Marilyn Wills which he discussed with the board a couple of months ago and requested direction from the Board. The MGSD Secretary offered to try to obtain the required signatures when the easement document is received from Resource Concepts.

Bruce Scott related to the Board that the lien filed by Western Nevada Supply against Canyon Creek Construction has been released and requested that the Board authorize the release of the retention being held by MGSD. Motion by Robert Dinsmore to release the retention due Canyon Creek Construction. Seconded by O.P. Brown, Jr. Vote: 3 ayes, 0 nays, absent; Daniel Hellwinkel.

Bruce Scott related to the Board that Mike Rowe has prepared a legal instrument to be signed by the Westwood Park Homeowners Association which will modify the CC&R's to allow the Board to act on behalf of the homeowner's association, which should pave the way to finalize the fencing issue.

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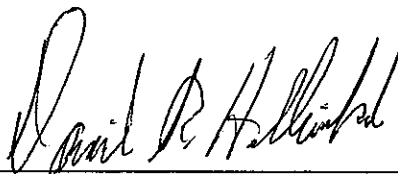
Superintendent's Report: David LaBarbara discussed the required regulations for underground storage tanks with the Board. David related that MGSD's underground storage tank has been pumped and that it will be purged and pressure tested. David related that he had discussed the situation with Marvin Tebeau who is a certified environmental manager with Resource Concepts and that Marvin had advised him that the tank needed to be taken temporarily out of service to comply with state regulations. David discussed qualifications for state petroleum refund. David related that he hoped the tank situation would be taken care of in a month.

Secretary's Report: Bonnie Feticc reminded the Board that election expenses and contributions are due January 15, 1998 for the Trustees who ran in the November, 1998 election.

Meeting adjourned at 10:00 P.M.

Approved: 2-2-99

By: \_\_\_\_\_





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NOTICE OF REGULAR MEETING, TUESDAY, FEBRUARY 2, 1999, 7:00 P.M., BOARD ROOM, MGSD TREATMENT PLANT, 1790 HWY. 395, MINDEN, NEVADA

## AGENDA:

7:00 P.M. Call to Order  
7:01 Minutes of January 5, 1999--Action  
7:05 HDR Engineering--Plant Improvements Update--Action  
7:25 Michael K. & Terry A. Swift-Gardnerville 7-11--Public Hearing for Annexation--  
Action (Hwy. 395 & Riverview)  
7:35 Gardnerville 7-11--Plan Approval and Capacity Request--Action  
7:45 MGSD Sign on Hwy. 395--Discussion and Action  
8:00 Gardnerville Ranchos General Improvement District--Capacity Request--Action  
8:10 Engineer's Report--Action  
8:25 Superintendent's Report--Action  
8:40 Secretary's Report--Action  
8:50 Public Commentary  
9:00 Adjournment

  
Bonnie D. Fettic-Executive Secretary

Any agenda item represented by an attorney must have given fifteen days notice to the Minden-Gardnerville Sanitation District.

The following items will be considered as time permits between the above scheduled items: Engineer's Report, Superintendent's Report and Secretary's Report.

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PLEASE DO NOT REMOVE UNTIL: 2/3/99

MINDEN-GARDNERVILLE SANITATION DISTRICT  
P. O. BOX 568  
MINDEN, NEVADA

Minutes of regular meeting, Tuesday, February 2, 1999, Board Room,  
MGSD Treatment Plant, 1790 Hwy. 395, Minden, Nevada

Board Members Present:

O. P. Brown, Jr., Daniel Hellwinkel, Jerome Etchegoyhen and Leonard Anker

Board Member Absent:

Robert Dinsmore

Staff Members Present:

David LaBarbara, Bruce Scott and Bonnie Fetic

Others Present:

Rob Williams and Scott Mulligan

The Board reviewed the minutes of January 5, 1999. Motion by O. P. Brown, Jr. to approve the minutes of January 5, 1999. Seconded by Leonard Anker. Vote: 3 ayes, 0 nays, absent; Robert Dinsmore.

HDR Engineering--Plant Improvements Update--Represented by Rob Williams. Rob Williams related to the Board that he had met with Bruce Scott and David LaBarbara to discuss the future construction needs of the plant facility. Rob related that he realized that the most important thing facing the Board at the present time is effluent disposal, but he was concerned if plant construction does not move forward in a timely manner that the Board could find themselves faced with having to construct several items at once. At the present time there is enough capacity in the plant facility, but it is coming to an end. The flows are running about a year behind of projections. Rob felt that the Board should be thinking about the construction of another final clarifier, grit and clarifier pump station by the year 2000 and suggested that the Board consider going forth with the design which could be put on the self pending the outcome of the construction of additional effluent disposal. Rob felt that a new clarifier and grit would be in the neighborhood of \$2,000,000. The cost for design would be approximately \$200,000. The time frame for design would be about six months and construction would be about one year. Rob suggested that the Board consider starting the clarifier and grit design in June of 1999. Discussion followed on affordability, current capacity, amount of capacity to be gained with construction, possibly constructing the grit at a later date, although construction of the grit would have to be done sooner or

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later. Bruce Scott suggested that the Board consider requesting a special use permit for increased capacity from the current County Commissioners. The Chairman suggested that Rob draw up a proposal and return to the Board for approval. Mr. Anker suggested that Rob return to the April 6, 1999 meeting after MGSD meets with Bently on March 15, 1999. Discussion followed on design, construction time frame, when a special use permit could be obtained from the County Commissioners, and location of effluent disposal. Rob will provide David and the Board with information for their review prior the April 6, 1999 meeting. Rob related to the Board that the underground piping has been completed for the Air-Gap system and that the rest of the equipment has arrived. The project should be completed shortly. Rob related that K.G. Walters Construction is approximately 25% through the punch list for the influent pumping station replacement project and that the project is moving along to completion.

Michael K. & Terry A. Swift--Gardnerville 7-11--Public Hearing for Contract of Sewer Service--Represented by Scott Mulligan. David LaBarbara reported to the Board that proper legal noticing had been done and that it was in order to proceed with the public hearing for a contract of sewer service for Michael K. and Terry A. Swift for their property located at the corner of Riverview and Hwy. 395. A contract of sewer service has been prepared by MGSD legal counsel, Bill Peterson. Mr. Mulligan related to the Board that the construction for the extension of the interceptor from the Carson Valley Medical Center past Pinenut Road intersection to the southerly corner of the old Matley Ranch at Hwy. 395 is out to bid. The property where the Gardnerville 7-11 is located consists of .65 acre. Bruce Scott discussed the two easements involved in the project which are independent of the contract. David related to Mr. Mulligan that if the Swift property becomes contiguous to the MGSD boundary that the contract calls for the annexation of the Swift property to MGSD. In the event of annexation, the difference in fees between the date of the contract of service and date of annexation would have to be paid. Motion by Jerome Etchegoyhen to approve the contract of sewer service for Michael A. and Terry K. Swift for their property located at Riverview and Hwy. 395. Seconded by O.P. Brown, Jr. The Chairman called for public commentary. There were no replies. Vote: 3 ayes, 0 nays, absent; Robert Dinsmore.

Gardnerville 7-11--Plan Approval and Capacity Request--Represented by Scott Mulligan. David LaBarbara informed the Board that Bruce Scott had included his recommendation for plan approval subject to two conditions for the Gardnerville 7-11 plan review in Resource Concepts letter of November 21, 1998. The building will tie in at the highway bore crossing Hwy. 395. The owner will need to

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purchase 3.2 units of capacity. If the current menu changes, a grease trap will be required. David recommended approval of the plans subject to Resource Concepts letter dated November 21, 1998. Bruce Scott related that his letter of November 21, 1998 covered the building plans and that he had received revised plans addressing the two conditions contained in the letter. Mr. Mulligan related to the Board that NDOT requires MGSD to sign the encroachment permit for the highway bore at Hwy. 395 and Riverview. Bruce Scott related that MGSD should hold the encroachment permit. Motion by Leonard Anker to approve the building plans for the Gardnerville 7-11 subject to the two conditions contained in Resource Concepts letter dated November 21, 1998. MGSD agrees to sell 3.2 units of capacity. The Chairman is authorized to sign the the Nevada Department of Transportation encroachment permit for the highway bore across Hwy. 395 at Riverview. The rules, regulations and requirements of MGSD are to be met and all fees paid. Seconded by Jerome Etchegoyhen. Vote: 3 ayes, 0 nays, absent; Robert Dinsmore.

MGSD Sign on Hwy. 395: Mr. Anker related to the Board that he felt that the sign at the entrance to the MGSD facility was inappropriate and in poor condition. Mr. Anker felt that MGSD should have a sign that indicates the facility is the Minden-Gardnerville Sanitation District and also suggested that a smaller sign be made for the Ironwood Drive entrance to the plant. When the plant facility was initially built with the help of EPA funding, the existing sign "Carson Valley Regional Water Pollution Control Plant" was part of the project requirement. Bruce Scott related that he had a conversation with Jim Williams of the Department of Environmental Protection and that Jim had related to him that DEP does not care what MGSD does with the present sign at the entrance to the plant. Mr. Anker suggested contacting a couple of sign companies, have a sign designed, use the existing sign base and possibly some of the old sign materials. Discussion followed on proposed sign material. The Board appointed O. P. Brown, Jr. and David LaBarbara to proceed with new signs for MGSD.

Gardnerville Ranchos General Improvement District--Capacity Request: David LaBarbara related to the Board that a letter had been received from the Gardnerville Ranchos General Improvement District requesting the purchase of 20.0 units of capacity to be used in accordance with the supplement to the 1974 agreement. A check has been received for the capacity and connection fees. David related that new construction in the Ranchos is slow and that there are not many lots remaining to be built on. Motion by Jerome Etchegoyhen to sell 20.0 units of capacity to the Gardnerville Ranchos General Improvement District under the terms of the Supplement to the 1974 Agreement between GRGID and MGSD and are to

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be used within the Gardnerville Ranchos General Improvement District boundary. Seconded by O. P. Brown, Jr. Vote: 3 ayes, 0 nays, absent; Robert Dinsmore.

Leonard Anker, Jerome Etchegoyhen, David LaBarbara and Bruce Scott reported to the rest of the Board about the meeting which had taken place with Don Bently and his representatives on February 1, 1999 in regard to additional effluent disposal needed by MGSD. Another meeting is scheduled for March 15, 1999 and it is expected that Bently will be bringing a proposal to the Board for effluent disposal. Discussion followed in regard to meeting with Dal Byington concerning MGSD's effluent disposal needs. David LaBarbara will attempt to set up a meeting with Mr. Byington for either February 22, 1999 or February 23, 1999 at 1:00 P.M.

Engineer's Report: Bruce Scott reported to the Board that the Wills easement had been signed and recorded.

Bruce Scott reported that he had conversations with some of the Westwood Park homeowners and had also talked to Mike Rowe concerning the lot line adjustment between the Westwood Park Homeowners Association and MGSD. A meeting is scheduled with the homeowners to try to bring the lot line adjustment matter to a conclusion. There is also a legal instrument being put in place so that court action can allow the homeowners association board to act and allow the lot line adjustment to go forward. Bruce explained that there are two homeowners who are against the lot line adjustment. However, the situation appears to be moving along.

Bruce Scott related to the Board that at the December 1, 1998 meeting he had discussed a draft change order for A & A Construction in regard to their contract for the land application project phase 2 and phase 3. Mr. Anker related that he would not participate in discussion nor vote on the item before the Board due to a conflict of interest. Bruce related that Arlen Neal had recommended 4-inch wing walls, but A & A Construction wants to do 6-inch wing walls since they are easier to construct. Bruce related to A & A Construction that 6-inch wing walls were satisfactory, but that MGSD would only pay for 4-inch. The additional cost for the wing walls is \$3,764.75. The other issue was the rip rap and it has been decided that MGSD will purchase and install the rip rap. Bruce requested that the Board authorize a change order in the amount of \$3,764.75 for increased thickness of the wing walls making the total contract \$51,028.75 for the land application project phase 2 and phase 3. Motion by O. P. Brown to approve a change order for A & A Construction for the land application project phase 2 and phase 3 for increased thickness of

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the wing walls in the amount of \$3,764.75 making the total contract amount \$51,028.75. Seconded by Jerome Etchegoyhen. Vote: 2 ayes, 0 nays, abstain; Leonard Anker, absent; Robert Dinsmore, Chairman voted aye.

Superintendent's Report: David LaBarbara reported that the Bureau of Licensure and Certification had been on the plant site in regard to MGSD's lab certification. David related that he spent most of the afternoon with two representatives from the agency and he expects MGSD to maintain its current lab certification. David related that a letter will be forthcoming with their comments. David discussed requirements by the Bureau of Licensure and Certification.

David LaBarbara reported that MGSD had received a full refund from Sierra Pacific for the power line relocation facility agreement in the amount of \$25,925.00. David related that the Board had elected to proceed with the agreement on a time and materials basis which would have resulted in either a refund or additional charge at the end of the project. Discussion followed.

David LaBarbara reported to the Board that when the next line rehabilitation is done by MGSD he felt that the line on the south side of County Road and Second Street should take highest priority. David discussed two recent blockage incidents in the line that MGSD had been able to handle with the plant vacuum unit.

David LaBarbara reported that he had contacted the Board prior to the meeting concerning a proposal for \$4,900 which had been received for the removal of the 2,000 gallon diesel underground storage tank, required under 40CFR280.71 (a). After the tank is removed the soil will have to be tested. If the test is negative, the area will be backfilled, but if the test is positive, the District will have to take remedial action and repave. Marvin Tebeau of Resource Concepts who is a certified environmental manager has certified that the tank has been emptied of contents, purged and has complied with temporary closure. Marvin related to David that the proposal to remove the tank is a good price and that it will also include repaving.

David LaBarbara discussed the excessive bills which have been received from Southwest Gas since the influent pumping station was put on line. David reported that Southwest Gas had been on the plant site and found no leaks nor problems with the meter. David related that there are water lines in the building so there is concern for freezing pipes if the thermostat is lowered too much. Paul Cockrill from HDR has been on site working with David on the heating problem. David explained how the hot air is circulated in

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the building and how the thermostat works. Mr. Cockrill and David have determined that the thermostat could be lowered to 42 degrees and hope that it will result in considerable savings on the gas bill.

Meeting adjourned at 9:30 P.M.

Approved: 3-2-99

By: 

# Minden-Gardnerville Sanitation District

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NOTICE OF REGULAR MEETING, TUESDAY, MARCH 2, 1999, 7:00 P.M., BOARD ROOM, MGSD TREATMENT PLANT, 1790 HWY. 395, MINDEN, NEVADA

AGENDA:

7:00 P.M. Call to Order  
7:01 Minutes of February 2, 1999--Action  
7:05 Chichester Phase 5--Line Acceptance and As-Built Approval--Action  
7:15 William and Effie Secor & Edna Walker--Time Extension Request for  
Lateral Connection--Action  
7:25 MGSD Sign on Hwy. 395--Discussion and Action  
7:35 Engineer's Report--Action  
7:50 Superintendent's Report--Action  
8:05 Secretary's Report--Action  
8:15 Public Commentary  
8:25 Adjournment

  
Bonnie D. Fettic-Executive Secretary

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The following items will be considered as time permits between the above scheduled items: Engineer's Report, Superintendent's Report and Secretary's Report.

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ALL PERSONS attending the meeting are required to sign the guest register.

PLEASE DO NOT REMOVE UNTIL: 2/3/99



MINDEN-GARDNERVILLE SANITATION DISTRICT  
P. O. BOX 568  
MINDEN, NEVADA

Minutes of regular meeting, Tuesday, March 2, 1999, Board Room,  
MGSD Treatment Plant, 1790 Hwy. 395, Minden, Nevada

Board Members Present:

O. P. Brown, Jr., Jerome Etchegoyhen, Leonard Anker and Robert  
Dinsmore

Board Member Absent:

Daniel Hellwinkel

Staff Members Present:

David LaBarbara and Bruce Scott

Others Present:

R. P. Heim and Rob Anderson

The meeting was called to order by Vice-Chairman Etchegoyhen in the  
absence of the Chairman.

The Board reviewed the minutes of February 2, 1999. Motion by  
Leonard Anker to accept the minutes of February 2, 1999. Seconded  
by O. P. Brown, Jr. Vote: 3 ayes, 0 nays, absent; Daniel  
Hellwinkel.

David LaBarbara discussed an accident which had occurred a week ago  
on Muller Lane. The driver of the vehicle had run off the road  
and through two MGSD fences and then into the reservoir berm.  
David related that he was waiting for the accident report from the  
Nevada Highway Patrol and would file a claim for the damage to the  
fence.

Chichester Phase 5--Line Acceptance and As-Built Approval--  
Represented by Rob Anderson. Mr. Anker related that he would  
abstain from discussion and voting on the Chichester Phase 5 item  
due to a conflict of interest. As-built drawings were presented  
for Chichester Phase 5. Bruce Scott presented a letter from  
Resource Concepts dated February 24, 1999, recommending approval  
of the record drawings (Sheets C1 through C16) subject to three  
recommendations contained in the letter. Discussion followed and  
Rob Anderson answered questions from the Board. David LaBarbara  
related that line testing was completed, which had met the district  
ordinance. Motion by Robert Dinsmore to approve the record  
drawings (Sheets C1 through C16) and to accept the line for  
Chichester Phase 5 subject to Resource Concepts letter dated  
February 24, 1999. Seconded by O. P. Brown, Jr. Vote: 2 ayes,

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/ 0 nays, abstain; Leonard Anker, absent; Daniel Hellwinkel. The Vice-Chairman voted aye.

William and Effie Secor and Edna Walker--Time Extension Request for Lateral Connection: David LaBarbara related to the Board that a letter had been received from Edna Walker dated March 1, 1999 requesting a time extension to connect their property on Hwy. 756 through the Vowles/Eastern Sierra Feed property to Waterloo Lane due to problems with their contractor. The property owners had been given a time extension to March 2, 1999 at the January 5, 1999 meeting. Discussion followed. Motion by Leonard Anker to grant a time extension to the May 4, 1999 meeting for the connection of the Secor/Walker property to Waterloo Lane. Seconded by O. P. Brown, Jr. Vote: 3 ayes, 0 nays, absent; Daniel Hellwinkel.

MGSD Sign on Hwy. 395: David LaBarbara presented a job estimate for Board review which had a number of alternatives provided by Mac Signs of Gardnerville. The Board was concerned about the price of the foam sign, which they liked. The Board instructed David to contact Mac Signs to further explore the sign materials and costs and bring back the information for Board consideration at the next regular meeting. David was directed to continue working with Bud Brown on this issue.

Engineer's Report: Bruce Scott discussed a meeting which took place on March 2, 1999 with Dal Byington on future storage and use of MGSD's effluent. Several possibilities of land leveling and storage on the Byington properties were discussed. Mr. Byington indicated he was interested in working with MGSD if a mutually acceptable agreement could be reached. The Board discussed several possibilities and analyzed whether these alternative would be sufficient to meet the District's requirements at build-out.

Public Commentary: R. P. Heim asked the Board about building over a sewer easement between the Nexxus building and the fitness center on Hwy. 395 near Lucerne Street. The Board was not in favor of allowing building in the sewer easement but indicated that the 8-inch sewer line could be moved out of the existing easement and a new easement given to MGSD for its new location.

Engineer's Report: Bruce Scott related to the Board that the bond counsel has informed him that the Carson Valley Industrial Park assessment bond had been concluded. Bonnie Fettic has issued the proper assessment refund checks to the respective property owners. When all of the checks have cleared the bank, the account will be closed and the money remaining in the account will belong to MGSD. Bruce related that MGSD should receive an amount in excess of

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\$10,000.

Bruce Scott related that he had received a call from Mike Rowe, legal counsel for the Westwood Park Homeowners Association who is still working on the lot line adjustment and felt that progress is being made. He will keep Bruce updated.

Superintendent's Report: David LaBarbara discussed the fuel storage tank which was being removed to comply with state law. The tank had been removed and soil samples had been taken. David had received a telephone call from Marvin Tebeau who reported that the tests had come back negative for any petrochemical soil pollution. Marvin will be submitting paperwork to finish closing out the tank with the State.

David LaBarbara informed the Board that should they wish to explore using the D.C.S.I.D. effluent pipeline and reservoirs for effluent disposal that they should talk to the D.C.S.I.D. Board. He was informed of this in a conversation with the D.C.S.I.D. manager.

Meeting adjourned at 9:30 P.M.

Approved: 4-6-99

By: 

# Minden-Gardnerville Sanitation District


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P.O. BOX 568  
MINDEN, NEVADA 89423  
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NOTICE OF REGULAR MEETING, TUESDAY, APRIL 6, 1999, 7:00 P.M., BOARD ROOM, MGSD TREATMENT PLANT, 1790 HWY. 395, MINDEN, NEVADA

## AGENDA:

- 7:00 P.M. Call to Order
- 7:01 Minutes of March 2, 1999--Action
- 7:05 Mac Signs--Signage Discussion and Action
- 7:15 HDR Engineering--Influent Pump Station Project Update--Clarifier Discission and Action
- 7:40 Carson Valley Swim Center--Plan Approval and Capacity Request--Action
- 7:50 Scott Offices--Plan Approval and Capacity Request--Action  
(1476 Hwy. 395-Gardnerville)
- 8:00 DNS Ventures--Plan Approval and Capacity Request--Action  
(1480 Hwy. 395-Gardnerville)
- 8:10 Subway Sandwich Shop Sewer Main Modification--Plan Approval and Capacity Request--Action
- 8:20 Minden-Gardnerville Sanitation District Tentative Budget for 1999-2000--Action
- 8:35 Winter Effluent Reuse Alternative--Discussion and Approval
- 8:50 Engineer's Report--Action
- 9:05 Superintendent's Report--Action
- 9:20 Secretary's Report--Action
- 9:30 Public Commentary
- 9:40 Adjournment

  
Bonnie D. Fettic-Executive Secretary

Any agenda item represented by an attorney must have given fifteen days notice to the Minden-Gardnerville Sanitation District.

The following items will be considered as time permits between the above scheduled items: Engineer's Report, Superintendent's Report and Secretary's Report.

This meeting agenda is posted at the Minden-Gardnerville Sanitation District, CVIC Hall, Minden Post Office and Gardnerville Post Office.

ALL PERSONS attending the meeting are required to sign the guest register.

PLEASE DO NOT REMOVE UNTIL: 4/7/99

MINDEN-GARDNERVILLE SANITATION DISTRICT  
P. O. BOX 568  
MINDEN, NEVADA

Minutes of regular meeting, Tuesday, April 6, 1999, 7:00 P.M.,  
Board Room, MGSD Treatment Plant, 1790 Hwy. 395, Minden, Nevada

Board Members Present:

Daniel Hellwinkel, Robert Dinsmore, Leonard Anker, O.P. Brown, Jr.,  
and Jerome Etchegoyhen

Staff Members Present:

David LaBarbara, Bruce Scott and Bonnie Fetic

Others Present:

R. P. Heim, Kirk Chiapella, Dwight MacHutta, and Rob Williams

The Board reviewed the minutes of March 2, 1999. Motion by Leonard Anker to accept the minutes of March 2, 1999. Seconded by O.P. Brown, Jr. Motion carried.

Mac Signs--Signage Discussion and Action: David LaBarbara related to the Board that he had asked Dwight MacHutta of Mac Signs to explain sign materials and costs to the Board for the replacement of the existing sign by the front gate of the MGSD facility. Mr. MacHutta showed the Board foam, redwood and metal material and discussed the durability of each material. Types of lettering were also presented for Board review. A sign constructed of foam or redwood material would cost approximately \$3,000 to \$4,000 while a metal sign would cost approximately \$800 to \$1,000. David showed the Board some samples of how the new sign could look which had been developed by Mac Signs. Mr. Brown felt that the new sign should be constructed with the foam material. Discussion followed on sign material, lettering, cost, color and refurbishing the existing sign posts. Motion by Leonard Anker to authorize Mac Signs to design and construct a sign of foam material to replace the existing sign at the front entrance to the MGSD facility, subject to approval by O.P. Brown, Jr. and David LaBarbara, not to exceed \$3,000 for the sign and \$300 for refurbishment of the existing sign posts. Seconded by Jerome Etchegoyhen. Motion carried.

HDR Engineering--Influent Pump Station Project Update--Clarifier Discussion and Action--Represented by Rob Williams. Rob related to the Board that at the February 2, 1999 meeting, the Board had requested that an updated cost estimate for the construction of an additional secondary clarifier be developed. The purpose of the new clarifier is to increase treatment capacity of the plant. This would be the first of several phases over the next 15 to 20 years to provide expanded treatment capacity for the plant facility. Rob

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related that two alternatives had been developed for Board consideration. Alternative 1 would construct a new clarifier with a capacity of about 1 mgd and ultimately a total of three new clarifiers would be needed. Alternative 2 would construct a new clarifier with a capacity of about 1.5 mgd. and ultimately two new clarifiers would be needed. Rob reviewed the plans contained in the letter showing the existing plant facility, proposed clarifier construction for both alternative 1 and alternative 2 as well as future construction to plant build-out. Estimated costs including design fees and construction engineering fees would be \$3,048 million for alternative 1 and \$3,228 million for alternative 2. Rob recommended that the Board consider alternative 2 since the additional construction cost would only be about \$180,000, would be larger clarifier, would handle more long term capacity and would be less maintenance. Discussion followed on the possibility of cutting costs by building both clarifiers at the same time, design cost, project costs, future construction needs and odor reduction. Mr. Anker questioned Rob about costs and when MGSD will need to be on line with a new clarifier. Rob related that the design for a new clarifier should be done when the plant is at 85% capacity which is about where the capacity is at the present time. Capacity would be increased to maybe 2.3 mgd. or 2.4 mgd. with the clarifier construction. The next construction project would be the grit and primary clarifier at a cost of about 2.0 million, possibly a little less. Discussion continued on each project to be constructed to plant build-out. Rob related to the Board that the time frame for design of the new clarifier would be six months, then presented for Board approval and then approvals by the state and county. The Board could then elect to shelve the plans until the Board wishes to move forward with construction. Construction would take about a year. Ideally, bidding could be January or February of 2000 with the new clarifier on line by January of 2001. Discussion followed on design costs. Bruce Scott felt that alternative 2 would provide for less maintenance and more long term capacity. Motion by Leonard Anker to authorize HDR Engineering to design a secondary clarifier and related facilities as per alternative 2 described in HDR Engineering letter dated April 5, 1999. HDR Engineering is directed to return to the May 4, 1999 meeting with a contract for design to be approved by the Board. Seconded by Jerome Etchegoyhen. Motion carried. David LaBarbara related that the contract would have to be reviewed by MGSD legal counsel. Rob related that the contract would contain the same wording as the previous HDR Engineering contract.

Carson Valley Swim Center--Plan Approval and Capacity Request--  
Represented by Kirk Chiapella. Plans were presented for Board approval for the construction of restrooms, equipment room and chlorination equipment room to be added to the existing swim center facility located at Hwy. 88 and Mahogany. Bruce Scott presented

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/ a review letter from Resource Concepts dated March 23, 1999 recommending approval subject to five conditions contained in the letter. Bruce explained the plans to the Board and the lateral rerouting if the entrance to the building is changed. Mr. Chiapella related that the change in entrance to the building will not be changed at the present time, but may be changed in the future. David LaBarbara related that the additional construction would require the purchase of up to 3.0 units of capacity. Mr. Chiapella explained the increase in pool water. Bruce related to the Board that no pool water will be discharged into the sewer system. Motion by Robert Dinsmore to approve the Carson Valley Swim Center plans for construction of additional restrooms, equipment room and chlorination equipment room to the existing facility at Hwy. 88 and Mahogany, subject to Resource Concepts letter dated March 23, 1999. MGSD agrees to sell 3.0 units of capacity for the project. The rules, regulations and requirements of MGSD are to be met and all fees paid. Seconded by Jerome Etchegoyhen. Motion carried.

/ Scott Offices--Plan Approval and Capacity Request--Represented by R. P. Heim. Plans were presented for the construction of a new office building on the south side of the lot located at 1476 Hwy. 395. David LaBarbara related that it will be necessary to purchase 3.0 units of capacity for the proposed building. Bruce Scott presented a letter from Resource Concepts dated March 23, 1999 recommending approval subject to four recommendations contained in the letter. Mr. Heim discussed future construction and demolition of the existing buildings when the future construction phase is done. Discussion followed on the future phase to be built on the property. Bruce discussed the need for separate laterals if separate parcels exist. Motion by Leonard Anker to approve the plans for the Scott Office building to be built on the south side of the lot at 1476 Hwy. 395, subject to Resource Concepts letter dated March 23, 1999. MGSD agrees to sell 3.0 units of capacity for the project. The rules, regulations and requirements of MGSD are to be met and all fees paid. Seconded by Robert Dinsmore. Motion carried.

/ DNS Ventures--Plan Approval and Capacity Request--Represented by R. P. Heim. Plans and an authority to represent signed by the property owner were presented to the Board for the construction of a coffee shop and retail units between The Wall and Two Guys From Italy on Hwy. 395. David LaBarbara discussed grease trap and dumpster drain requirements and also related that the standard detail sheets were not included on his copy of the plans. Bruce Scott presented a review letter from Resource Concepts dated March 23, 1999 recommending approval subject to six recommendations contained in the letter. Discussion followed. David related that

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there are 5.0 units of existing capacity on the property. Capacity requirement is 7.8 for the coffee shop with four offices at 1.0 unit each and a beauty shop at 1.2 units, totaling 13.0 units. It will be necessary for the owner to purchase 8.0 additional units of capacity. Motion by Robert Dinsmore to approve the plans for DNS Mid-Town Ventures West to be located on Hwy. 395 between The Wall and Two Guys From Italy, subject to Resource Concepts letter dated March 23, 1999 and addition of detail sheets to the Superintendent's copy of the plans. There are 5.0 units of existing capacity on the property. MGSD agrees to sell 8.0 units of capacity which totals 13.0 units of capacity for the project. The rules, regulations and requirements of MGSD are to be met and all fees paid. Seconded by O.P. Brown, Jr. Motion carried.

Subway Sandwich Shop Sewer Main Modifications--Plan Approval and Capacity Request--Represented by R.P. Heim. Plans were presented for sewer main modification to the existing 8" line located in the paved driveway between the former Western Nevada Properties building and the Subway lot which connects into the 15" main on Hwy. 395. Bruce Scott presented a letter dated March 25, 1999 directed to Haddan Engineering, which contained eight comments concerning the modification of the existing lateral and recommended that the Board approve the plans subject to comments in the Haddan Engineering letter. Discussion followed. Mr. Heim requested that the Board approve the plans and allocate the required capacity for the project. David LaBarbara related that business will be open for 12-hours per day with no dishes. The owner would need to purchase 5.0 units of capacity for the project. Mr. Heim related that there would be no cooking on the premises. Discussion followed concerning food preparation and possible grease trap requirement. Motion by Leonard Anker to approve the plans for the Subway sewer modifications at 1659 N. Hwy. 395 subject to Resource Concepts letter containing eight comments directed to Haddan Engineering dated March 25, 1999 and subject to information concerning food preparation on the premises being given to the Superintendent for grease trap requirement at his discretion. The rules, regulations and requirements of MGSD are to be met and all fees paid. Seconded by Robert Dinsmore. Motion carried.

Minden-Gardnerville Sanitation District Tentative Budget for 1999-2000: David LaBarbara reviewed the Minden-Gardnerville Sanitation District tentative budget for the fiscal year 1999-2000 with the Board including proposed capital expenditures. Discussion followed on the items contained in the budget and the ad-valorem tax rate. The board directed that the capital expenditure for a backhoe for the Bobcat be deleted. The Board felt that it was impractical to purchase a backhoe and that any backhoe work should be hired due to safety reasons. The public hearing for the tentative budget



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will be May 20, 1999. David related that MGSD accountant Richard Peters would be present at the budget hearing to answer any questions the Board or the public may have. Motion by Leonard Anker to approve the tentative budget for the fiscal year 1999-2000 with a tax rate of .1224 and the deletion of the backhoe for the Bobcat. The May 20, 1999 tentative budget public hearing is to be scheduled for 12:00 P.M. Seconded by Jerome Etchegoyhen. Motion carried.

Winter Effluent Reuse Alternative--Discussion and Approval: Mr. Anker related to the rest of the Board that a meeting had taken place on March 15, 1999 with Bently Nevada Corporation in regard to winter effluent storage. Mr. Anker related that Mr. Etchegoyhen, David LaBarbara and Bruce Scott had also been present at the meeting as well as representatives from Bently Nevada. Mr. Anker related to the Board what had taken place at the meeting. A lengthy discussion followed concerning preliminary cost to effect winter storage for Bently Nevada's use, pipe diameter, proposed reservoir location, pumping costs, elevation, long term commitment and the fact that the Bently Nevada proposal would meet the district's winter effluent storage needs to plant facility built-out. Bruce Scott reported to the Board that a meeting had taken place with Jim Williams which included David LaBarbara, Marvin Tebeau of Resource Concepts and Bruce at the Department of Environmental Protection. Jim Williams was open to MGSD being able to use winter effluent ground application, which would include a pilot program with close monitoring. Bruce felt that a carefully crafted plan and pilot program could be approved by DEP. However, some real work will have to be done to prove that the effluent ground application can work. Bruce felt that if the ground application were put in place, then perhaps one reservoir could be constructed on the Byington property and one on the Parks property, which would take care of the winter effluent storage needs. Mr. Anker felt that MGSD should follow through with a plan to use winter ground effluent application as soon as possible. Mr. Anker also explored the possibility of developing wetlands for effluent disposal. Mr. Etchegoyhen related that he liked the possibility of using wetlands for disposal, but what if it doesn't work? Rob Williams discussed work he had done in the past with effluent in wetlands, how the effluent is monitored, and his experience with such a project. Mr. Anker discussed possible contribution from other sources and discussion with the Department of Agriculture to determine possibility of wetlands disposal. Mr. Anker related that he would like to see a proposal developed to present to DEP for winter effluent application and also exploration of possible wetlands effluent disposal. Bruce asked for thoughts on wetlands discharge areas to be explored. Mr. Anker felt that the Soil Conservation District should be able to tell where the

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best areas would be for wetlands effluent disposal and if the Department of Agriculture is helping with construction costs for this kind of project. Discussion followed. Bruce recommended investigation of possible wetlands disposal with a report to the Board at the May 4, 1999 meeting. Bruce related that the work which needs to be done on the winter effluent ground application can begin right away. The Board directed Resource Concepts to develop a proposal for winter application of treated effluent, which is to be submitted to the State for approval. Mr. Anker suggested that he and Bruce meet with the Department of Agriculture to see what information could be obtained for possible wetlands effluent disposal. Mr. Anker reported that another meeting has been set for May 11, 1999 at 1:30 P.M. for further discussion on effluent disposal with Bently Nevada.

Engineer's Report: Bruce Scott reported that the required easement from Dangberg Holdings to make way for Gardnerville 7-11 line construction had been recorded. The required easements for the project are now in place.

Bruce Scott reported that the land application work on the 56+ acres at Muller Lane and Hwy. 395 will begin soon. The work has been set back due to poor weather conditions. Bruce related that there would be a change order request at the May 4, 1999 meeting to extend the contract time due to poor weather conditions.

Bruce Scott reported that letters had been sent by legal counsel to the Westwood Park property owners which included description and draft deeds to be signed off in order to conclude the lot line adjustment issue. If all the property owners do not sign off, the legal counsel will have evidence to show the judge that the majority of the property owners want the lot line adjustment and hopefully the court will intercede and allow the lot line adjustment to go through.

Superintendent's Report: David LaBarbara related to the Board that he needs to meet with Bruce Scott concerning future line rehabilitation and also mentioned to Bruce that MGSD's area map needs to be updated.

David LaBarbara reported that the insurance carrier for the owner of the vehicle which ran through MGSD's fence on Muller Lane advised that the cost to repair the fence would be paid when a bill is received from MGSD. David asked if the Board knew anybody who would repair the fence? Dave Tyndall and Dennis Jensen were suggested to repair the fence.

David LaBarbara related to the Board that the new irrigation system

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is being done by MGSD staff.

Secretary's Report: Bonnie Fetic reviewed a letter received from Warren Reed Insurance dated March 29, 1999 informing MGSD that the employees dishonesty bond could be raised from \$100,000 to \$175,000 for an additional \$43.00 per year. This would make the three year premium \$545.00. Warren Reed insurance would also like to take over MGSD's current workmen's compensation policy through EICON which is currently administered by the State. Discussion followed. The Board directed that Warren Reed Insurance raise the employees dishonesty bond to \$175,000, but that the workmen's compensation policy continue to be administered by the State since the service has been good and there is no reason to move it at this time.

Meeting adjourned at 10:30 P.M.

Approved: 5-4-99

By: \_\_\_\_\_

*Daniel R. Hallmark*

# Minden-Gardnerville Sanitation District

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P.O. BOX 568  
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NOTICE OF REGULAR MEETING, TUESDAY, MAY 4, 1999, 7:00 P.M., BOARD ROOM, MGSD TREATMENT PLANT, 1790 HWY. 395, MINDEN, NEVADA

## AGENDA:

7:00 P.M. Call to Order  
7:01 Minutes of April 6, 1999--Action  
7:05 HDR Engineering--Plant Improvements Update--Change Order #3 and Clarifier Design Contract Approval--Action  
7:30 A & A Construction--Change Order #1--Contract Time Extension--Action  
7:40 Silveranch--Summit Homes--Extension Request for Phase 1-B--Action  
7:50 Chichester Estates Phases 7 to 13--Plan Approval--Action  
8:05 Virginia Creek Plaza--Plan Approval and Capacity Request--Action  
8:15 Engineer's Report--Action  
8:30 Superintendent's Report--Action  
8:45 Secretary's Report--Action  
8:55 Public Commentary  
9:05 Adjournment



Bonnie D. Fettic-Executive Secretary

Any agenda item represented by an attorney must have given fifteen days notice to the Minden-Gardnerville Sanitation District.

The following items will be considered as time permits between the above scheduled items: Engineer's Report, Superintendent's Report and Secretary's Report.

This meeting agenda is posted at the Minden-Gardnerville Sanitation District, Minden Post Office, Gardnerville Post Office and CVIC Hall.

ALL PERSONS attending the meeting are required to sign the guest register.

PLEASE DO NOT REMOVE UNTIL: 5/5/99

MINDEN-GARDNERVILLE SANITATION DISTRICT  
P. O. BOX 568  
MINDEN, NEVADA

Minutes of regular meeting, Tuesday, May 4, 1999, 7:00 P.M., Board Room, MGSD Treatment Plant, 1790 Hwy. 395, Minden, Nevada

Board Members Present:

O.P. Brown, Jr., Leonard Anker, Daniel Hellwinkel, Jerome Etchegoyhen and Robert Dinsmore

Staff Members Present:

David LaBarbara, Bruce Scott and Bonnie Fettic

Others:

Craig Olson, Hep Porter, Rob Anderson, Mike Hickey and Rob Fellows

The Board reviewed the minutes of April 6, 1999. Motion by Robert Dinsmore to approve the minutes of April 6, 1999. Seconded by Leonard Anker. Motion carried.

HDR Engineering--Plant Improvements Update-Change Order #4 and Clarifier Design Contract Approval. Craig Olson related to the Board that the influent pumping station replacement project is at completion. Craig presented the final change order #4 for the influent pumping station replacement project in the amount of \$13,820.00 for Board approval. Craig explained that the items contained in the change order were mostly enhancements to the project and discussed the change order items. K. G. Walters has also deducted \$1,000 for the exorbitant gas bill which had been received by MGSD during construction. Notice of completion has been filed. The O&M manuals which have been reviewed by MGSD have been submitted to the State for comments. Craig related that the total project change orders were 0.9%. Motion by Jerome Etchegoyhen to approve change order #4 in the amount of \$13,820.00 for the influent pump station replacement project. Seconded by Leonard Anker. Motion carried. The Board related to Craig that they were very pleased with the total amount of the project change orders. Craig related that there is \$20,000 being held in retention until a couple of project loose ends are taken care of.

Craig Olson presented a contract from HDR Engineering for the design of a secondary clarifier and RAS/WAS pumping station in the amount of \$198,000 for Board approval. Craig related that a copy of the contract had been sent to MGSD legal counsel, Bill Peterson for his review and approval on April 14, 1999. Craig related that the contract is identical to the previous contract for design with the only changes being the description and dollar amount. David LaBarbara related to the Board that Bill Peterson had not had a

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chance to review the contract, but suggested that the Board approve the contract subject to his approval. Bill related that he would review the contract this week. Craig reviewed the contract with the Board and related that at this point he is gathering information and it will be awhile before HDR starts on the actual design. Craig related it would take six to seven months to complete the design. Discussion followed on time frame for the Board to make a final decision whether to proceed with the project, bid time frame, good construction weather, a good bid date being December or January, and contract approval subject to Bill Peterson's approval. Motion by Leonard Anker to authorize the Chairman to sign the agreement for HDR Engineering for the design of a secondary clarifier and RAS/WAS pumping station in the amount of \$198,000, subject to approval by Bill Peterson. Seconded by Jerome Etchegoyhen. Motion carried. Mr. Anker voiced his concern about plant odor control. Discussion followed on odor scrubbers, construction of new grit in the next construction project and things that could be done to eliminate plant odors. Craig discussed possible passive odor control systems with the Board. Discussion followed. Craig related that he would put some cost figures together for passive odor control and give the information to David LaBarbara to present to the Board. Mr. Anker requested that Craig keep the Board advised on the progress of the clarifier design.

A & A Construction--Change Order--Contract Time Extension: Bruce Scott presented a letter dated April 27, 1999 from Resource Concepts requesting that the Board approve an extension of contract time for A & A Construction who is the contractor for the MGSD land application phases 2 and 3. The present date for completion is May 6, 1999, but due to weather conditions through mid April, the land has been too wet for disking and land leveling. Bruce requested that the Board approve a contract time extension of forty-five days to allow completion of the project. Bruce related that the disking was completed on April 20th. and that land leveling should be starting later in the week. The concrete irrigation headwalls have been pre-cast by Walker River Construction. Mr. Anker related that he wished to abstain from discussion and voting on the item before the board due to a conflict of interest. Motion by O.P. Brown, Jr. to approve a contract time extension of forty-five days to A & A Construction for MGSD land application phases 2 and 3 due to poor weather conditions. There is no change in contract price for the time extension. Seconded by Robert Dinsmore. Vote: 3 ayes, 0 nays, abstain: Leonard Anker.

Silveranch--Summit Homes--Extension Request for Phase 1-B--  
Represented by Hep Porter. David LaBarbara related to the Board that on May 6, 1997, the Board allocated 14.0 units of capacity for Silveranch Phase 1-B which have been paid for. The MGSD ordinance

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stipulates that the capacity must be used in two years, or it reverts to the District. Mr. Porter has installed the line to serve Phase 1-B, but testing has not been completed. Mr. Porter is requesting a time extension so he can complete the line to serve the lots and use the capacity. The MGSD ordinance allows one use of capacity extension of six months. Discussion followed. Motion by Robert Dinsmore to grant one six months time extension for capacity use as per the MGSD ordinance for Silveranch Phase 1-B. Seconded by Jerome Etchegoyhen. Motion carried.

Chichester Estates Phases 7 to 13--Plan Approval--Represented by Rob Anderson. Improvement plans were presented for Board approval for Chichester Estates Phases 7 through 13 which are all of the remaining phases of the project. David LaBarbara explained the locations of each of the remaining phases to the Board. David questioned page C-38 of the plans where two manholes were labeled #75 and also Resource Concepts letter of April 28, 1999, item #11 should be sheet 38 and not sheet 39. Bruce Scott agreed with David's observation in item #11 of Resource Concepts letter. Bruce reviewed Resource Concepts letter of April 28, 1999 recommending approval subject to 13 conditions. Mr. Anderson related that he agreed with Resource Concepts conditions. Discussion followed on manhole runs, stub length, and drop manhole on item #4 of Resource Concepts letter. Bruce related to the Board that he thought it was a real plus to have the improvement plans done all at once so that the whole projects fits together. David related that the developer will have to ask the Board for capacity as each phase is built, which will also be a check point for MGSD. Motion by Jerome Etchegoyhen to approve the improvement plans for Chichester Estates Phases 7 through 13, subject to Resource Concepts letter dated April 28, 1999. The two manholes designated as 75 on page C-38 of the plans are to be redesignated. The rules, regulations and requirements of MGSD are to be met. Seconded by Robert Dinsmore. Motion carried.

Virginia Creek Plaza--Plan Approval and Capacity Request--Represented by Mike Hickey and Rob Fellows. Improvement plans were presented for Board approval for the Virginia Creek Plaza project to be located on Charlotte Way and Hwy. 395 between Service Drive and the Carson Valley Medical Center. The project is located in lot 2A of the Jewel Commercial Park. The project will consist of four buildings which will be built in phases. Building plans were also presented for phase 1, building A which will require the purchase of 7.0 units of capacity. Bruce Scott presented a letter from Resource Concepts dated April 27, 1999 recommending approval of the plans subject to 10 conditions contained in the letter. Bruce addressed the separate parcel issue and the public sewer line. David LaBarbara discussed the possible need for additional capacity in phase 1, building A depending on occupancy. Motion by

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Robert Dinsmore to approve the improvement plans for Virginia Creek Plaza on Charlotte Way and Hwy. 395 in the Jewel Commercial Park and the building plans for phase 1, building A, on Lot 2A of Jewel Commercial Park subject to Resource Concepts letter dated April 27, 1999. MGSD agrees to sell 7.0 units of capacity for the building. The rules, regulations and requirements of MGSD are to be met and all fees paid. Seconded by Leonard Anker. Motion carried. David discussed the required line easement to MGSD and also the fact that the line has to be constructed, tested and accepted by MGSD before a building permit could be issued. David reviewed the MGSD ordinance as regards putting up a financial instrument in favor of MGSD to allow building construction until the line is built and accepted by the District. Mr. Fellows related that building A will sewer to Hwy. 395, so a connection permit could be issued by MGSD for that building.

Engineer's Report: Bruce Scott presented improvement plans for Bently Parkway South which needed to be signed off by MGSD. Bruce explained that there is no sewer service and that there will be no sewer service in the future in the area on the plans which the County wishes MGSD to sign off. The County has asked that MGSD sign off the improvement plans so that they can be sure that MGSD is satisfied. Motion by Leonard Anker to authorize the Chairman to sign the Bently Parkway South improvement plans. Seconded by O. P. Brown, Jr. Motion carried.

Bruce Scott related to the Board as information that the County is planning to do a redevelopment project which will be the construction of a force main from Genoa Lakes to the North Valley treatment plant. Discussion followed.

Bruce Scott presented a revised area map showing land north of the plant which he explained to the Board. Bruce related that Marvin Tebeau from Resource Concepts and David LaBarbara had an informal meeting with Dal Byington concerning his ability to apply effluent to his land. A meeting had also taken place with Bruce Park, Gordon Depoali, David LaBarbara and Bruce Scott concerning winter effluent application and the ability to apply effluent to different Park land. Bruce discussed the content of the meeting with the Board and also related that the people who were present at the meeting also toured some of the Park land. Bruce related that a third meeting had taken place with Ed Blake and Jane Schmidt of Natural Resource Conversation. Leonard Anker, Robert Dinsmore and Bruce Scott attended that meeting regarding possible wetlands disposal areas. A meeting is also scheduled with Bently Nevada on May 11, 1999 at 1:30 P.M. to discuss effluent disposal. Discussion followed concerning effluent disposal, possible areas to consider, possible land purchase, value for value, storage, information for state proposal, tail water concerns, short term solution, long term



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issue after 2008, winter management, required permits, most efficient use of MGSD's money, possible wetland, reservoir construction. Mr. Anker discussed continuation in developing a proposal for winter application of treated effluent to present to the State. Mr. Anker felt that MGSD could stay away from concentration by spreading out the effluent. David LaBarbara discussed nitrogen levels in the effluent. Bruce related that he felt he would have a draft report to present to the State for treated effluent application ready for the June 1, 1999 meeting. The Board discussed the areas on the map which had been presented by Bruce. Mr. Anker reported to the Board about the meeting which had taken place with Jane Schmidt and Ed Blake and related that a preliminary soils report had been received from Ed Blake. Discussion followed on what steps would have to be taken to develop wetlands. David LaBarbara reported to the Board on the meeting which had taken place with Dal Byington. Mr. Dinsmore suggested that MGSD might investigate the possibility of stocking the ponds with bass, geese and ducks to see if it would be practical. There is money available from Ducks Unlimited for such projects. David discussed ammonia and possible low dissolved oxygen levels due to algae growth in the ponds. Discussion followed. Mr. Brown suggested that Bruce investigate the possibility of stocking the ponds with bass and geese. Bruce will continue to move ahead with the application to the State for treated effluent application and also obtain some information about stocking the ponds with fish and geese.

David LaBarbara asked Bruce about map updating and the report which is due on line TVing and cleaning. Bruce related that both are being done and he would get them to David.

Bruce Scott related that he had nothing further to report on the lot line adjustment in Westwood Park. Letters are out to the property owners.

Superintendent's Report: David LaBarbara informed the Board that he had received information from the State revolving fund for 2000 to 2004. Included were steps to obtain money at a low rate of interest which would be one way to defer expenses by borrowing money. The Board did not feel they were interested in borrowing money from the State revolving fund.

David LaBarbara related to the Board that MGSD is a member of the Nevada Rural Water Association. MGSD joined the association because they have people at the legislature who watch out for any bills which could adversely effect MGSD and notify the District. David related that he had talked to Charlie Lawson of the association who is at the legislature and was informed that he has

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not seen any bills which would hurt MGSD.

David LaBarbara related to the Board that Dave Tyndell had given MGSD an estimate of \$735.00 to repair the fence which was damaged by a vehicle on Muller Lane. The estimate has been sent to the vehicle owner's insurance company for payment.

David LaBarbara related that the drawings have not been received from Mac Sign for the new sign at the entrance to MGSD. David was informed that Mac Sign is waiting for foam material before he can present it to David and Mr. Brown for their approval.

David LaBarbara informed the Board that the 60 day extension they granted to William and Effie Secor and Edna Walker for their lateral connection to Waterloo Lane expired on May 4, 1999. A letter was received from the property owners requesting another extension. The letter indicated that they are taking legal steps due to the problems they are having with their contractor. David recommended that the Board grant them another 60 day extension. Discussion followed. Motion by Robert Dinsmore to grant a time extension to the August 3, 1999 meeting for the connection of the Secor/Walker property to Waterloo Lane. Seconded by O.P. Brown, Jr. Motion carried.

Secretary's Report: Bonnie Fettic requested that the Board approve the closure of money market interest account #290017945 at Bank of America for the Carson Valley Industrial Park 1986 Sewer Assessment District. All of the bills have been paid and refunds have been made to the property owners in accordance with the bond counsel, Swendseid & Stern. All checks have been paid by the bank. In accordance with the bond counsel, MGSD is due the balance in the account. Motion by Robert Dinsmore to close account #290017945 at Bank of America for the Carson Valley Industrial Park 1986 Sewer Assessment District in accordance with Swendseid & Stern, the bond counsel. Seconded by O.P. Brown, Jr. Motion carried.

Meeting adjourned at 10:00 P.M.

Approved 6-1-99

By



# Minden-Gardnerville Sanitation District

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NOTICE OF SPECIAL MEETING, THURSDAY, MAY 20, 1999, 12:00 P.M., BOARD ROOM, MGSD TREATMENT PLANT, 1790 HWY. 395, MINDEN, NEVADA

## AGENDA:

12:00 P.M. Call to Order  
12:01 Public Hearing for Tentative Budget 1999-2000--Action  
12:20 Augmentation of 1998-1999 Budget--Action  
12:30 Superintendent's Report--Action  
12:40 Public Commentary  
12:50 Adjournment

  
Bonnie D. Fettic--Executive Secretary

Any agenda item represented by an attorney must have given 15 days notice to the Minden-Gardnerville Sanitation District.

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MINDEN-GARDNERVILLE SANITATION DISTRICT  
P. O. BOX 568  
MINDEN, NEVADA

Minutes of special meeting, Thursday, May 20, 1999, 12:00 P.M.,  
Board Room, MGSD Treatment Plant, 1790 Hwy. 395, Minden, Nevada

Board Members Present:

Jerome Etchegoyhen, O.P. Brown, Jr., Leonard Anker and Robert Dinsmore

Staff Members Present:

David LaBarbara and Bonnie Fettic

Others Present:

Richard Peters

The meeting was called to order by Vice-Chairman Etchegoyhen in the absence of the Chairman.

Public Hearing for Tentative Budget 1999-2000: Richard Peters was present from Richard J. Peters, Jr. & Co. to answer questions concerning the tentative budget. The final budget is the same as the tentative budget with the exception of three changes requested by the Nevada State Tax Commission. Page 3-Schedule S-3--Assessed valuation in column 2 has been added in the amount of \$167,947,577. Page 7-Schedule F-2--The last two lines in the 6/30/00 column are bookkeeping corrections and been changed to \$6,943,039 and \$5,491,750. Discussion followed on consolidated tax, MGSD and GRGID user fees, and salaries. Mr. Etchegoyhen asked if the district's net operating income was meeting the current operating expenses. Mr. Peters related that the net operating income is meeting the district's expenses, but does not cover depreciation. Discussion followed on appointing two board members to review salaries, etc. prior to the June personnel session as per the previous year. Motion by Robert Dinsmore to adopt the final budget with a tax rate of .1224 ending June 30, 2000. Seconded by O.P. Brown, Jr. The Vice-Chairman Etchegoyhen called for public comment. There were no replies. Vote: 3 ayes, 0 nays, absent; Daniel Hellwinkel.

Jerome Etchegoyhen, Robert Dinsmore and David LaBarbara will meet on May 25, 1999 to review salaries, etc. and will present their recommendations to the Board at the June 1, 1999 meeting.

Augmentation of 1998-1999 Budget: The Board was advised that if there are significant expenditures exceeding the amounts budgeted, the budget should be adjusted or augmented to meet those changes. Richard Peters explained to the Board that the 1998-1999 budget should be augmented for two reasons. Increased utility expenses will run approximately \$10,000 over the budgeted amount and when

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the current budget was approved, it was not known when the Carson Valley Industrial Park special assessment district refunds would be released, which totaled about \$90,000. Discussion followed. Motion by Leonard Anker to approve augmentation of the budget ending June 30, 1999 in the amount of \$100,000 for utility expenditures and Carson Valley Industrial Park special assessment district refunds. Seconded by Robert Dinsmore. Vote: 3 ayes, 0 nays, absent; Daniel Hellwinkel.

Meeting adjourned at 1:00 P.M.

Approved: 6-1-99

By: 

# Minden-Gardnerville Sanitation District

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NOTICE OF REGULAR MEETING, TUESDAY, JUNE 1, 1999, 7:00 P.M., BOARD ROOM, MGSD TREATMENT PLANT, 1790 HWY. 395, MINDEN, NEVADA

## AGENDA:

7:00 P.M. Call to Order  
7:01 Minutes of May 4, 1999 and May 20, 1999--Action  
7:05 Silveranch Phase 2-B--Capacity Request--Action  
7:15 Odor Control Report--Action  
7:30 Engineer's Report--Action  
7:45 Superintendent's Report--Action  
8:00 Secretary's Report--Action  
8:10 Personnel Session--Action  
8:25 Public Commentary  
8:35 Adjournment



Bonnie D. Fettic-Executive Secretary

Any agenda item represented by an attorney must have given 15 days notice to the Minden-Gardnerville Sanitation District.

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PLEASE DO NOT REMOVE UNTIL: 6/2/99

MINDEN-GARDNERVILLE SANITATION DISTRICT  
P. O. BOX 568  
MINDEN, NEVADA

Minutes of regular meeting, Tuesday, June 1, 1999, 7:00 P.M., Board Room, MGSD Treatment Plant, 1790 Hwy. 395, Minden, Nevada

Board Members Present:

Robert Dinsmore, O.P. Brown, Jr., Leonard Anker, Daniel Hellwinkel and Jerome Etchegoyhen

Staff Members Present:

David LaBarbara, Bruce Scott and Bonnie Fetic

Others Present:

Craig Olson

The Board reviewed the minutes of May 4, 1999 and May 20, 1999. Motion by Jerome Etchegoyhen to approve the minutes of May 4, 1999 and May 20, 1999. Seconded by O.P. Brown, Jr. Motion carried.

Silveranch Phase 2-B--Capacity Request: David LaBarbara informed the Board that a letter had been received from Summit Homes dated May 14, 1999 requesting 14.0 units of capacity for Phase 2-B in the Silveranch subdivision. The capacity would be for lots 1, 2 & 64 on Sierra Vista Drive (sheet 17 of the improvement drawings) Lots 44-49 and 52-56 on Ponderosa Drive (Sheet 20 of the improvement drawings). Summit homes plans to record a final map about the middle of August. David related to the Board that this phase is a continuation of what Summit Homes just built. They are required to have one unit of capacity on each lot and the capacity paid before recordation of the final map. The requested units are in the contract area and it is in order to sell the capacity. Motion by Leonard Anker to sell 14.0 units of capacity for Silveranch Phase 2-B. The rules, regulations and requirements of MGSD are to be met and all fees paid. Seconded by Robert Dinsmore. Motion carried.

Odor Control Report--HDR Engineering--Represented by Craig Olson. Craig Olson related to the Board that as per their instructions at the May 4, 1999, he had prepared a cost estimate for a biofilter odor control system. The system would treat odors from the primary clarifiers and waste activated sludge storage basins. The primary clarifiers would have covers over the center feed well and the launders only. The waste activated sludge storage tanks would be completely covered. The ducting from the primary clarifier would be over sized in the event the entire clarifier needs to be covered in the future. Craig related that the passive odor control system does not require chemicals and described how the system would work. Craig related that the expected odor reduction would be 90%. Discussion followed on the construction time frame and the probable

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cost effectiveness in constructing the odor control system when the new clarifier is constructed. David LaBarbara related that the only operation cost would be electricity to operate the fan. There would be no chemical costs and that the odor control system is a very simple one. Discussion followed. Mr. Anker was concerned that after spending the money to implement the odor control system, would it really work? Craig offered to provide MGSD with the names of facilities who are using the system for research and possible visitation. Craig related that a facility in Fairfield, California has almost completed their system, but a plant in Las Vegas has had the system in place for sometime and has supporting odor removal data. Discussion followed on cold weather application, odors now being removed from MGSD as a result of new construction, and most of odor problems coming from the older part of the plant. David discussed the odors coming from the solids. Craig related that he felt it would be more economical to add the odor control system to the clarifier project. Craig reviewed the estimated construction costs in his letter of June 1, 1999 which included construction cost at \$310,000 and engineering and administration costs at \$22,000. Craig related that an amendment could be added to the clarifier project contract for the odor control system. The Board generally felt that they were in favor of adding the project to the clarifier contract, but wish to obtain more information, data and feed back from other facilities using the system. Specifically the board wished to obtain information from the Las Vegas plant. The Board directed that the odor control system be placed on the July 6, 1999 agenda in order to review the information obtained from other facilities using the odor control system. David related to the Board that Bill Peterson has had HDR Engineering's clarifier contract to review for seven weeks, which he had to compare to the last HDR contract. After several telephone calls, he apparently still has the contract. Discussion followed on the need to execute HDR's contract and the delays. The Board assured Craig that it was their intent to honor MGSD's contract with HDR. Craig related that due to HDR's long term relationship with MGSD that they have no problem in moving ahead with the clarifier design and that some preliminary work has already been done.

Engineer's Report: Bruce Scott reported that he had talked to Mike Rowe's office concerning the lot line adjustment at Westwood Park. He was informed that of the 21 letters sent to the homeowners' that 8 had been signed and returned. Mike's office is pursuing signatures on the rest of the letters. Bruce will continue to keep in touch with Mike's office concerning the status of the situation.

Bruce Scott related to the Board that they had been given copies of the letter sent to Jim Williams of the Nevada Department of



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Environmental Protection dated May 26, 1999 containing MGSD's land application facility plan. Since the letter was mailed only a few days ago, no feed back has been obtained. Bruce discussed a conversation which he had with Bruce Park concerning MGSD's winter effluent storage. Discussion followed on MGSD's winter effluent disposal project, storage needs, reservoirs, costs, rancher's involvement, land application, wet lands, etc.

Bruce Scott related that he had provided David LaBarbara with mapping for cleaning and TVing MGSD's lines. This is the second year of Hydrotech's three year cleaning and TVing contract. Based on last year's cleaning and TVing, MGSD should probably be considering rehabilitation work along County Road from 2nd. to 8th. Streets. There is a small collector through the front yards of homeowner's on the south side of the street. Discussion followed. Bruce suggested that the line could be rehabilitated using a pipe bursting method causing non disruption, which he explained to the Board. Other rehabilitation considerations would be slipped joints in the Carson Valley Industrial Park on the south side and behind Grand Auto. Bruce related that he will be working with David to compile rehabilitation recommendations and costs for Board consideration. Bruce related that fall would be the best time to do rehabilitation work when the water table is at its lowest. Discussion followed on the area behind the Minden Inn which requires some rehabilitation work.

Bruce Scott related that the land application project at Muller Lane and Hwy. 395 is moving ahead. Bruce related that the concrete structures are being installed and that Resource Concepts is working with Alton Anker on two of the major structures which he hopes will result in a credit to the District. Bruce related that the contract is technically finished the middle of June. David LaBarbara related that he hopes to start irrigating next week.

Superintendent's Report: David LaBarbara related to the Board that he has been able to obtain some information from Sierra Pacific Power Company regarding their rate for agricultural use. Regular fee is 8.6 cents per kilowatt hour, regular irrigation 7.5 cents per kilowatt hour and interruptable irrigation 3.6 cents per kilowatt hour. However, he is waiting for information regarding the power companies definition of interruptable or brown out service. Discussion followed on the effect power service would have on the plant if effluent pumping were disrupted. David related that the interruptable agricultural rate would be more economical for MGSD, if the District ever went to pumpint to an irrigation reservoir such as that proposed by Bently Nevada Corporation. David related that he would obtain additional information concerning power interruption and report back to the

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Board.

David LaBarbara reported that Instrument Service had sent MGSD their annual service maintenance agreement for execution. David related that Instrument Service provides claibration for the flow meters, gas meters and instrumentation. The rate is the same as last year. The Board directed David to execute the agreement.

David LaBarbara related that he and Mr. Brown had reviewed the proposed sign designs and made a decision concerning the sign to be installed near the gate on the Hwy. 395 side of MGSD. David hoped the sign would be installed in the next couple of weeks.

David LaBarbara asked for instructions from the Board regarding the the HDR contract review by Bill Peterson and also a contract of service for the Gardnerville 7-11 which MGSD has been waiting three months for. Discussion followed. The Board directed that a call be put into Mr. Peterson to discuss the contracts. The Board asked Bill the status of HDR's contract review. Bill related to the Board that he had reviewed it and it was identical to HDR's previous contract with the exception of the project description and dollar amount and that it was in order for MGSD to execute the contract. Bill related that he would track down the contract of service agreement for the Gardnerville 7-11 and get it to MGSD as soon as possible. The Board related to Bill that they would like to meet with him to discuss alternatives for winter effluent storage and a meeting date was set for June 23, 1999 at 12:00 P.M. at the Carson Valley Inn.

6  
Personnel Session: The Board confirmed that MGSD was following Douglas County personnel policy regarding sick leave termination payment. The personnel committee consisting of Robert Dinsmore, Jerome Etchegoyhen and David LaBarbara related its findings to the Board. Motion by O.P. Brown, Jr. to accept the recommendations of the personnel committee to grant a 5% merit increase to Jim Davis, John Harris, Frank Johnson, Ken Johnson and Russell Lindell and a \$1,000 increase is to be added to Operator Classifications Grade I to III. David LaBarbara and Bonnie Fettic are granted a 5% increase. All employees are granted a 1.6% cost of living increase. Seconded by Leonard Anker. Motion carried.

Meeting adjourned at 9:40 P.M.

Approved: 7-6-99

By: David R. Hall

# Minden-Gardnerville Sanitation District

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NOTICE OF SPECIAL MEETING, WEDNESDAY, JUNE 23, 1999, 12:00 P.M., CARSON VALLEY INN  
1627 Hwy. 395, MINDEN, NEVADA

## AGENDA:

12:00 P.M. Call to Order

12:01 MGSD Board of Trustees and Legal Counsel--Attorney-Client Discussion-  
Action

1:00 Public Commentary

1:10 Adjournment



Bonnie D. Fettic-Executive Secretary

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PLEASE DO NOT REMOVE UNTIL: 6/24/99

MINDEN-GARDNERVILLE SANITATION DISTRICT  
P. O. BOX 568  
MINDEN, NEVADA

Minutes of special meeting, Wednesday, June 23, 1999, 12:00 P.M.,  
Carson Valley Inn, 1627 Hwy. 395, Minden, Nevada

Board Members Present:

Daniel Hellwinkel, Robert Dinsmore, Leonard Anker and O.P. Brown,  
Jr.

Board Member Absent:

Jerome Etchegoyhen

Staff Members Present:

David LaBarbara and Bruce Scott

MGSD Board and Legal Counsel--Attorney Client Discussion:

The Board discussed with their attorney, Bill Peterson all relevant  
information concerning land application alternatives.

Meeting adjourned at: 1:45 P.M.

Approved: 7-6-99 By



# Minden-Gardnerville Sanitation District

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NOTICE OF REGULAR MEETING, TUESDAY, JULY 6, 1999, 7:00 P.M., BOARD ROOM, MGSD TREATMENT PLANT, 1790 HWY. 395, MINDEN, NEVADA

## AGENDA:

7:00 P.M. Call to Order  
7:01 Minutes of June 1, 1999 and June 23, 1999--Action  
7:05 HDR Engineering--Future Plant Improvements Discussion--Action  
7:30 Summit Homes--As-Built Approval and Line Acceptance--Action  
(Silveranch)  
7:40 Joseph Bruno--Annexation Request--Action (APN #27-150-52)  
(Adjacent to Pleasantview & Silveranch Subdivisions)  
7:50 Jerry Rosenstock--Annexation Request--Action  
(1687 Hwy. 395)  
8:00 Harvesting Proposals for 19 Acres on Muller Lane--Discussion and Action  
8:15 Engineer's Report--Action  
8:30 Superintendent's Report--Action  
8:45 Secretary's Report--Action  
8:55 Public Commentary  
9:05 Adjournment



Bonnie D. Fettic-Executive Secretary

Any agenda item represented by an attorney must have given 15 days notice to the Minden-Gardnerville Sanitation District.

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PLEASE DO NOT REMOVE UNTIL: 7/7/99

MINDEN-GARDNERVILLE SANITATION DISTRICT  
P. O. BOX 568  
MINDEN, NEVADA

Minutes of regular meeting, Tuesday, July 6, 1999, 7:00 P.M., Board Room, MGSD Treatment Plant, 1790 Hwy. 395, Minden, Nevada

Board Members Present:

Leonard Anker, O.P. Brown, Jr., Robert Dinsmore, Jerome Etchegoyhen and Daniel Hellwinkel

Staff Members Present:

David LaBarbara, Bruce Scott and Bonnie Fettic

Others Present:

Hep Porter, Kent Neddenriep, R.P. Heim, Craig Olson and Paul Cockrell

The minutes of June 1, 1999 and June 23, 1999 were reviewed by the Board. Motion by O.P. Brown, Jr. to approve the minutes of June 1, 1999 and June 23, 1999. Seconded by Jerome Etchegoyhen. Motion carried.

HDR Engineering--Future Plant Improvements Discussion--Represented by Craig Olson and Paul Cockrell. Craig Olson discussed the costs for a biofilter odor control system which had been presented to the Board at the June 1, 1999 meeting. The system would treat odors from the primary clarifiers and waste activated sludge storage basins. The primary clarifiers would have covers over the center feed well and the launders only. The waste activated sludge storage tanks would be completely covered. Craig related that the Board had concerns about how well the biofilter would function in cold weather. Craig introduced Paul Cockrell from HDR Engineering who was present to discuss the biofilter system and how it would function. Craig related that information on the biofilter system, pictures and descriptions of other plants using the biofilter system had been gathered and was included in the Board packets. Discussion followed on objectionable odor, where it is coming from in the plant facility and scientific method for determining odor. Mr. Cockrell related that he is familiar with the MGSD facility and it has been his observation that the primaries and the sludge storage are the primary candidates for odor control. Craig related that covering the entire plant would be the only way to eliminate all the odor, but it would be a much bigger job to treat and that the biofilter system should take care of 90% of the odor. Mr. Cockrell discussed H<sub>2</sub>S odor. Craig related that there is no significant dollar change from the June 1, 1999 proposal and discussed adding the trickling filter pump station to the biofilter system. Discussion followed on the feasibility for the inclusion of the biofilter system and cost effectiveness for any future plant

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construction. Mr. Cockrell discussed adding heat to the biofilter system during cold weather months, effect fans have on temperature, and the possibility of turning off the system in cold weather months. The system should be kept at 40 degrees F. Discussion followed on use of digester gas, interruptable power service, media longevity and compost vs. sand media. Mr. Anker asked about adding the biofilter design to HDR Engineering clarifier contract? Motion by Leonard Anker to authorize HDR Engineering to add change order #1 to design a biofilter system for approximately \$22,000 to the existing contract for the design of the secondary clarifier and RAS/WAS pumping station. Seconded by Jerome Etchegoyhen. Mr. Etchegoyhen asked Craig the cost of the biofilter construction. Craig related that it would be approximately \$300,000 which can be bid as a separate item when the clarifier is put out to bid and then the Board can decided if they wish the system built or not. David LaBarbara related that he had called the Reno plant, but was unable to get in touch with anyone who could address the biofilter system they use, but did talk to a person at a Duluth, Minnesota plant who told him that in sub zero weather, the system is heated with warm water and that the system works well. David pointed out that the biofilter system does not use chemicals which would be a big savings to MGSD. Vote: 4 ayes, 0 nays.

Craig Olson discussed the progress of the new clarifier design. The surveying and geotech has been done and HDR is proceeding with the drawings. Craig asked the Board how they felt about using the split face block instead of brick which had been used in the last construction project? The split face block is much cheaper than brick and does coordinate with the split face block used in the buildings across the street from the plant facility. Discussion followed concerning the use of split face block vs. brick. The Board directed Craig to stipulate split face block in the clarifier bid. Craig related that the design should be ready so that the project can be bid in January, 2000. Craig will keep the Board informed concerning the progress of the clarifier design.

1) Silveranch Unit 1-B--Summit Homes--As-Built Approval and Line Acceptance--Represented by Hep. Porter. David LaBarbara presented a letter from Summit Homes dated June 16, 1999 requesting acceptance of the sewer improvements for Silveranch Unit 1-B. David related that the line had been tested and inspected and meets the district ordinance. Bruce Scott presented a letter from Resource Concepts dated June 28, 1999 recommending approval subject to four conditions contained in the letter and also added that MGSD would require a 20' easement for the upper manhole which is outside the Silveranch Unit 1-B boundary. Bruce explained to Mr. Porter that MGSD requires the easement in order to maintain the line. Mr. Porter related that he has to record the final map for Silveranch Unit 2-B which will include the upper manhole by August 14, 1999.

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Motion by Robert Dinsmore to approve the as-built drawings (sheets 1A, 16, 17, and 20 or 24) and accept the line for Silveranch Unit 1-B subject to Resource Concepts letter dated June 28, 1999 and subject to the easement requirement suggested by Bruce Scott for the line portion outside Silveranch Unit 1-B be satisfied. Seconded by Jerome Etchegoyhen. Motion carried.

Joseph Bruno--Annexation Request--Represented by Kent Neddenriep. David LaBarbara presented an annexation application, preliminary title report, vicinity map, authorization to represent and annexation application deposit for property owned by Joseph and Laura Bruno located east of the Pleasantview Subdivision. Bruce Scott presented a letter from Resource Concepts dated June 29, 1999. Bruce related that the parcel is not contiguous to the MGSD boundary and would have to be served by contract of sewer service. Motion by Jerome Etchegoyhen to deny the annexation application for Joseph and Laura Bruno, Parcel #27-150-52 and to notice a public hearing for contract of service for August 3, 1999. Seconded by O.P. Brown, Jr. Motion carried.

Jerry Rosenstock--Annexation Request--Represented by R.P. Heim. David LaBarbara presented an annexation application, preliminary title report, vicinity map, authorization to represent and annexation deposit for property owned by Jerry Rosenstock adjacent to the Minden Plaza on Hwy. 395 in Minden. Mr. Rosenstock also owns the Minden Plaza property. Bruce Scott presented a letter from Resource Concepts dated June 28, 1999 recommending approval of the annexation subject to the normal MGSD fees and requirements and annexation to the Town of Minden. Bruce explained that the property was shown as annexed to the Town of Minden due to a technical error by the Assessor's office. The owner has requested annexation of the property to the Town of Minden. Motion by Leonard Anker to accept the annexation application of Jerry Rosenstock for annexation of his property at 1687 Hwy. 395, Parcel #132-30-702-017, subject to Resource Concepts letter dated June 28, 1999 and to notice the public hearing for annexation for August 3, 1999. Seconded by Robert Dinsmore. Motion carried.

Harvesting Proposals for 19 Acres on Muller Lane: David LaBarbara informed the Board that two proposals had been received for the removal of the newly planted crop at Muller Lane and Hwy. 395. Proposals were received from Mack Land and Cattle Company and Dreyer Ranches. Discussion followed concerning irrigation of the land, state regulations, county special use permit, possible flow return, and vegetation growth. Motion by O.P. Brown to delay any decision on harvesting proposals for the 19 acres at Muller Lane and Hwy. 395 until there is a crop to harvest. Mr. Brown's motion died for lack of a second. Mr. Dinsmore felt that MGSD should



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solicit proposals for the 11 acres behind the plant facility as well as the 19 acres. Discussion followed concerning other harvest removal alternatives. David discussed sludge disposal costs that other wastewater treatment facilities pay. The Board discussed long term harvesting and sludge removal. The Board elected to defer action concerning harvesting of the 19 acres at Muller Lane and Hwy. 395 into the future and took no action.

Engineer's Report: Bruce Scott reported that he had been contacted by an engineer representing the Washoe Tribe who informed him that the Washoe Tribe is again interested in extending the main on Hwy 395 South. Bruce discussed MGSD requirements with the engineer, as well as line size and the MGSD ordinance change which had been implemented to accommodate government agencies such as the Washoe Tribe. Bruce discussed the area the Washoe Tribe is considering for the line extension.

Bruce Scott discussed potential rehabilitation projects for Board consideration. The recommended areas are the south leg of the Carson Valley Industrial Park (slip joint), line behind Grand Auto, the line on the south side of County Road which involves approximately 25 houses and combining the two lines on 10th. Street into one line. Bruce discussed two options for rehabilitation of the line on the south side of County Road, one being a pipe bursting method and the other deformed polyethylene. Bruce discussed how the laterals could be handled during the rehabilitation construction. Bruce related that the deformed polyethylene method is the cheaper of the two and estimated the cost to be approximately \$30.00 per foot which would cost approximately \$85,000-\$90,000 for the County Road line. Bruce recommended that the Board consider trying the deformed polyethylene method on half of the County Road line, picking the worst half of the stretch for rehabilitation. Bruce discussed the line on 10th. Street and explained to the Board that there are two lines which should be combined into one line, eliminating problems from Mono Avenue and Esmeralda Avenue. Bruce felt that combining the two lines would not exceed \$25,000-\$30,000. Bruce explained a joinder clause in the NRS based on HydroTech's contract with the City of Reno, which would result in lower construction costs. Bruce felt that the lines on County Road and 10th. Street would be eligible and related that he will look into the joinder clause and report back to the Board. Bruce felt that all four rehabilitation recommendations could be accomplished for \$110,000-\$130,000. Bruce related that Resource Concepts could have a detailed cost estimate based on HydroTech's contract with the City of Reno based on the joinder clause in the NRS for the August 3, 1999 meeting. The Board could then choose which rehabilitation projects they wish to have completed. The bid period would be two to three weeks.

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Discussion followed. The Board directed that Resource Concepts put together the detailed cost estimate for rehabilitation as suggested by Bruce Scott.

Bruce Scott related to the Board that the notice of completion had been filed for A & A Construction for the land application project, phases 2 & 3 at Muller Lane and Hwy. 395. The request for final payment from A & A Construction was received in the amount of \$43,656.12 which reflected a reduction of \$3,607.88 from the original contract amount. Bruce reviewed the savings realized during construction. Bruce advised the Board that when the final payment request was received from A & A Construction that the lien releases had not been received and therefore, Bruce recommended that payment be made less 5% retention. However, the lien releases are now in place. Bruce advised the Board that the one year warranty period will start with payment of the contract. Bruce felt that MGSD is well covered and recommended that the Board approve full payment of the contract in the amount of \$43,656.12. Leonard Anker related that he would abstain from any discussion or vote in the matter before the Board due to a conflict of interest. Motion by Robert Dinsmore to approve full contract payment to A & A Construction for the MGSD land application project phases 2 and 3 at Muller Lane and Hwy. 395 in the total amount of \$43,656.12. Seconded by O.P. Brown, Jr. Vote: 3 ayes, 0 nays, abstain; Leonard Anker.

Bruce Scott informed the Board that as per the May 4, 1999 meeting, he had discussed the possibility of stocking MGSD ponds with fish with the Department of Wildlife who were very receptive due to the fact that the department wishes to raise some warm water fish. Bruce related that cover and shade would be needed to propagate fish in effluent.

Bruce Scott related to the Board that a letter had been received from Darrell Rasner of NDEP approving the concept of MGSD implementing application of effluent during the winter months. David reviewed the letter received from Mr. Rasner with the Board. Discussion followed. Bruce requested that the Board authorize David and Bruce to discuss the winter effluent application with Park Land and Cattle and Galeppi Ranch to see where the monitoring wells can be located and longer term of application than just a trial period. Bruce related that he needs to get started on the monitoring wells and also get started with a long term solution. Bruce discussed his concerns with NDEP restrictions and where the effluent can be applied. Mr. Dinsmore felt that Mr. Anker and Mr. Etchegoyhen should continue to be involved in effluent disposal discussions. Discussion followed. The Board directed that meetings be set up with Park Land and Cattle and Dal Byington to

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include Bruce Scott, David LaBarbara, Jerome Etchegoyhen and Leonard Anker in regard to MGSD effluent disposal.

Superintendent's Report: David LaBarbara reported that final documentation and notification of the underground storage tank closure had been received.

David LaBarbara reported that MGSD has received notification from NDEP Bureau of Corrective Action-Alert that MGSD is completely accountable for any Y2K failure. David discussed adding an additional 550 gallon diesel storage tank a couple of months in advance of the year 2000 in case of an emergency. David related that the MGSD computer system has been tested for Y2K and did function satisfactorily. During the test there are other electronic devices to check and some for which information may not be available.

David LaBarbara related that the new sign for the Hwy. 395 side of the MGSD facility is moving along. The structure portion of the sign has been refurbished and Mac Signs is working on the sign. David LaBarbara discussed the interruptable rate for Sierra Pacific Power for the entire plant. Discussion followed. The Board felt that they were in favor of the interruptable rate for Sierra Pacific Power. David will do further research concerning the interruptable rate and how much could be saved by MGSD.

Mr. Dinsmore discussed the possible implementation of employee evaluation for MGSD employees. Discussion followed. David LaBarbara will discuss employee evaluation with MGSD legal counsel, Bill Peterson.

Meeting adjourned at 10:15 P.M.

Approved: 8-3-99

By: David R. Hallmark

# Minden-Gardnerville Sanitation District

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P.O. BOX 568  
MINDEN, NEVADA 89423  
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NOTICE OF REGULAR MEETING, TUESDAY, AUGUST 3, 1999, 7:00 P.M., BOARD ROOM, MGSD TREATMENT PLANT, 1790 HWY. 395, MINDEN, NEVADA

## AGENDA:

7:00 P.M. Call to Order

7:01 Minutes of July 6, 1999--Action

7:05 James L. & Laura A. Bruno--Public Hearing for Contract of Service--Action  
(APN #27-150-52) (Adjacent to Pleasantview & Silveranch)

7:15 Joseph L. & Laura A. Bruno--Plan Approval--Action

7:25 Jerry F. Rosenstock--Public Hearing for Annexation--Action  
(1687 Hwy. 395)

7:35 Jerry F. Rosenstock--Plan Approval & Capacity Request--Action

7:45 Pleasantview Phase 8--As-Built Approval and Line Acceptance--Action

8:00 William & Effie Secor & Edna Walker--Request for Connection Extension--Action  
(Waterloo Lane)

8:10 Hickey Building--1625 Hwy. 88--Capacity Request--Action

8:20 Gardnerville Ranchos General Improvement District--Capacity Request--Action

8:30 MGSD District Policy on Pipeline Stubs from Manholes--Action

8:45 Engineer's Report--Action

9:00 Superintendent's Report--Action

9:15 Secretary's Report--Action

9:25 Public Commentary

9:35 Adjournment



Bonnie D. Fettic-Executive Secretary

Any agenda item represented by an attorney must have given 15 days notice to the Minden-Gardnerville Sanitation District.

This meeting agenda is posted at the Minden-Gardnerville Sanitation District, CVIC Hall, Minden Post Office and Gardnerville Post Office.

ALL PERSONS attending the meeting are required to sign the guest register.

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MINDEN-GARDNERVILLE SANITATION DISTRICT  
P. O. BOX 568  
MINDEN, NEVADA

Minutes of regular meeting, Tuesday, August 3, 1999, 7:00 P.M.,  
Board Room, MGSD Treatment Plant, 1790 Hwy. 395, Minden, Nevada

Board Members Present:

Robert Dinsmore, Leonard Anker, Daniel Hellwinkel, O. P. Brown, Jr.  
and Jerome Etchegoyhen

Staff Members Present:

David LaBarbara, Bruce Scott and Bonnie Fetic

Others Present:

R. P. Heim, Greg Lynn and Edna Walker

The Board reviewed the minutes of July 6, 1999. Motion by Robert Dinsmore to approve the minutes of July 6, 1999. Seconded by Jerome Etchegoyhen. Motion carried.

Joseph L. & Laura A. Bruno--Public Hearing for Contract of Service:  
David LaBarbara related to the Board that the Bruno property which was before the board for public hearing of contract of service is located in back of the Silveranch subdivision and to the east of the Pleasantview subdivision and consists of 3.94 acres. The property has been properly noticed and it is in order to proceed with the public hearing for contract of service. The owner has requested 1.0 unit of capacity. Motion by Jerome Etchegoyhen to accept the Joseph L. & Laura A. Bruno property parcel #27-150-52 containing 3.94 acres for contract of sewer service. The contract is to contain 1.0 unit of capacity. The rules, regulations and requirements of MGSD are to be met and all fees paid. Seconded by O.P. Brown, Jr. The Chairman called for public commentary. There were no replies. Vote: 4 ayes, 0 nays.

Engineer's Report: Bruce Scott reported that he had been in contact with the Westwood Park Homeowner's president and that 19 out of 22 homeowners had signed the deeds for the pending lot line adjustment. The president expects the other three to be signed very soon.

Bruce Scott reported to the Board that there are several manholes in the Ironwood Center which are covered by landscaping and have not been brought to grade. Bruce wrote a letter to the owner on June 22, 1999 requesting that the manholes be uncovered and brought to grade. No reply has been received from the owner and Bruce recommended that a formal demand letter be sent to the owner. The manholes which need to be brought to grade are all in easements. Discussion followed concerning action to be taken, district bringing manholes to grade at owner's expense, location of

manholes, approximate cost, owner's responsibility, previous acceptance of the line and possible legal action. Motion by Robert Dinsmore that MGSD write a letter to the owner of Ironwood Center requesting a schedule for the completion of bringing the required manholes to grade in 30 days and completion of the work in 60 days. Seconded by Jerome Etchegoyhen. Motion carried.

Joseph L. & Laura A., Bruno--Plan Approval: David LaBarbara presented improvement plans to the Board for approval for the Bruno property located behind the Silveranch subdivision and to the east of the Pleasantview subdivision. David explained that the plans call for construction from the Bruno property to Pleasantview Drive, includes three manholes, and will connect to the existing manhole in Pleasantview Drive. Bruce Scott presented a letter from Resource Concepts dated June 28, 1999 recommending approval of the improvement plans subject to 10 recommendations contained in the letter. Motion by Leonard Anker to approve the improvement plans for the Bruno property, parcel #27-150-52 subject to Resource Concepts letter dated June 28, 1999 (project #99-002-08) and submittal and approval of corrected plans by Resource Concepts. The rules, regulations and requirements of MGSD are to be met and all fees paid. Seconded by Robert Dinsmore. Motion carried.

Jerry F. Rosenstock--Public Hearing for Annexation--Represented by R. P. Heim. David LaBarbara related to the Board that proper legal noticing had been done and that it was in order to proceed with the public hearing for annexation for the Jerry F. Rosenstock property consisting of .68 acre at 1687 Hwy. 395 adjacent to the Minden Plaza. The owner is also requesting 9.0 units of capacity. David discussed whether the capacity should be included in the annexation contract or when the building plans are approved. Discussion followed. Bruce Scott related that the owner has applied for annexation to the Town of Minden. Motion by Robert Dinsmore to accept annexation of the property owned by Jerry F. Rosenstock at 1687 Hwy. 395, Parcel #1320-30-702-017, consisting of .68 acre. The annexation contract is to contain 9.0 units of capacity. The rules, regulations and requirements of MGSD are to be met and all fees paid. Seconded by Jerome Etchegoyhen. The Chairman called for public commentary. There were no replies. Vote: 4 ayes, 0 nays.

Jerry F. Rosenstock--Plan Approval and Capacity Request--Represented by R. P. Heim. Sewer improvement plans were presented to sewer property owned by Jerry F. Rosenstock at 1687 Hwy. 395. Bruce explained the sewer main location and the best solution to solve the difficulty in sewerage the property. Bruce presented a letter from Resource Concepts dated 7/26/99 which contained three sewer related items which were unclear or needed to be completed.

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Discussion followed concerning the possibility of the parcel being split. In the event the parcel was split and separate ownership occurs, a main would have to be constructed to serve the property. Motion by Jerome Etchegoyhen to approve the improvement plans for the Jerry F. Rosenstock property located at 1687 Hwy. 395, Parcel #1320-30-702-017 subject Resource Concepts letter of July 26, 1999, with the provision that parceling of the property to separate owners would require the construction of a sewer main to serve the parcels. MGSD agrees to sell 9.0 units of capacity if the capacity is needed before the annexation contract is executed. The rules, regulations and requirements of MGSD are to be met and all fees paid. Seconded by Leonard Anker. Motion carried.

Pleasantview Phase 8--As-Built Approval and Line Acceptance-- Represented by Greg Lynn. David LaBarbara related to the Board that the sewer improvements in Pleasantview Phase 8 which is located in the Southeast portion of Pleasantview has been completed, inspected and tested and meets the MGSD ordinance. The streets included in Phase 8 are portions of Sweetwater Drive, Sweetwater Court and Woodfords Lane. Bruce Scott presented a letter from Resource Concepts dated July 26, 1999 recommending that the Board accept the line in Pleasantview Phase 8. Motion by Robert Dinsmore to approve the as-built drawings in Pleasantview Phase 8 as reflected in Resource Concepts letter dated July 26, 1999 (project #99-002-11) and to accept the line. Seconded by Leonard Anker. Motion carried.

William & Effie Secor and Edna Walker--Request for Connection Extension-- Represented by Edna Walker. Ms. Walker informed the Board that legal action has been taken against BR Construction for connection of the Secor/Walker property to the main on Waterloo Lane. The contractor has signed an agreement that the work will be completed by September 30, 1999. Ms. Walker provided the Board with a copy of the signed agreement for review. Discussion followed. Motion by Leonard Anker to grant an extension for the construction and connection of the Secor/Walker property to the main on Waterloo lane until October 5, 1999. This action is being taken due to litigation action by the owner and to accomplish the connection of the property to Waterloo lane. This action does not set a precedent. Seconded by Jerome Etchegoyhen. Motion carried.

Engineer's Report: Bruce Scott related to the Board that Marvin Tebeau of Resource Concepts had met with Dal Byington in regard to winter land application and had given Dal a copy of the letter which had been received from the State. Bruce related that he had difficulty in reaching Bruce Park, but that he was meeting with him on August 4, 1999. Discussion followed concerning Bruce's discussion with Mr. Park concerning reservoir land, purpose of

meeting, winter land application, Settelmeyer growth rates, land Park will be leveling for application, Bently discussions, etc. Bruce related that there are adequate monitoring wells on the Park property for effluent application, but that he will have to work with Dal Byington for well sites on his property.

) Hickey Building--1625 Hwy. 88--Capacity Request: David LaBarbara informed the Board that as a result of his inspection of the Hickey Building at 1625 Hwy. 88, it is necessary for the owner to purchase 3.8 units of additional capacity to cover the drains in the building. David presented a letter from Mike Hickey Construction dated July 29, 1999 requesting 3.8 units of capacity for the building. Motion by Robert Dinsmore to sell 3.8 units of capacity for the Hickey Building located at 1625 Hwy. 88. Seconded by O.P. Brown, Jr. Motion carried.

) Gardnerville Ranchos General Improvement District--Capacity Request David LaBarbara related to the Board that a letter had been received from the Gardnerville Ranchos General Improvement District dated July 19, 1999 requesting the purchase of 20.0 units of capacity to be used in accordance with the supplement to the 1974 agreement. A check has been received for the capacity and connection fees. Motion by O.P. Brown, Jr. to sell 20.0 units of capacity to the Gardnerville Ranchos General Improvement District under the terms of the "Supplement to the 1974 Agreement" between GRGID and MGSD and are to be used within the Gardnerville Ranchos General Improvement District boundary. Seconded by Jerome Etchegoyhen. Motion carried.

MGSD District Policy on Pipeline Stubs From Manholes: David LaBarbara discussed a stub with no slope situation which had occurred during line construction in Chichester Estates. The stub had been constructed before the Board implemented an ordinance that all main line construction must end in a manhole with short stubs. David read the section in the MGSD ordinance pertaining to sewer mains ending in a manhole. David related that MGSD should not run into any future problems since the ordinance stipulates that sewer mains must end in a manhole unless the Board grants a variance. Discussion followed. Bruce Scott discussed final surveying by Resource Concepts on as-built drawings. The Board felt that the MGSD ordinance now covers the type of line construction situation which had occurred in Chichester Estates since all mains must end in a manhole with stubs no longer than 5 feet.

Engineer's Report: Bruce related to the Board that he had discussed possible areas of line rehabilitation at the last meeting. The areas included combining the two lines into one on 10th. Street, the south leg of the Carson Valley Industrial Park



(slip joint), line behind Grand Auto, and the on the south side of County Road which involves approximately 25 houses. Bruce related that he had done research to see if the rehabilitation could be done under the joinder clause with the City of Reno. The rehabilitation of County Road can be done under the joinder clause, but the other three rehabilitation items would have to go out to bid or be done next year at the Board's discretion. Bruce estimated the costs to be approximately \$90,000-\$95,000 for County Road, \$25,000-\$30,000 for 10th. Street and \$5,000-\$7,500 each for Grand Auto and the Carson Valley Industrial Park. Bruce also related that recent TVing by HydroTech had picked up three or four places in the middle alley which need repair and could be done for approximately \$10,000. Motion by Leonard Anker to direct Resource Concepts to proceed with the joinder clause with the City of Reno for rehabilitation of the line on County Road using deformed polyethylene for approximately \$90,000-\$95,000 and to prepare a bid for combining the two lines on 10th. Street, the south leg of the Carson Valley Industrial Park (slip joint), and line behind Grand Auto for approximately \$35,000-\$45,000, and for repair of three or four places in the middle alley for approximately \$10,000. Seconded by O.P. Brown, Jr. Motion carried.

Bruce Scott discussed the non-existent crop which had been planted on MGSD's property at the corner of Muller Lane and Hwy. 395. Bruce related that he had no particular recommendation. The District could continue to water, reseed, or add soil amendments. David LaBarbara recommended reseeding in the fall and felt that the weather had been too hot when the soil was seeded and irrigation began. Discussion followed concerning the crop failure, trying different crop type, reseeding in September depending on the weather, contacting a seed firm like Ron's Seed out of Winnemucca that Mr. Dinsmore recommended, contacting Henry Dreyer concerning the seed company used by the Dreyer Ranch and possible reseeding of the field being done by the Dreyer Ranch. The Board directed David LaBarbara to contact Henry Dreyer since the Dreyer ranch gets their seed from Ron's Seed to discuss seed and possible reseeding of the field by the Dreyer Ranch.

Superintendent's Report: David related to the Board that he had obtained information concerning MGSD acquiring an above ground tank for standby diesel fuel as a Y2K precaution. David related that a standard agreement form would be required which would include such things as agreeing to buy the fuel from the tank company, no damage being done to the tank, etc. There would be a \$50 charge to set up the tank and stand and a \$50 removal charge. David discussed fuel containment requirements by the County and State. David felt that having additional fuel on the premises would be a good Y2K precaution and the fuel could be then used at a later date

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for the vactor truck and the Bobcat. The Board agreed that MGSD should have standby diesel fuel as a Y2K precaution and directed David to sign the loan equipment agreement form to obtain the fuel tank.

David LaBarbara informed the Board that during a simulated small power blip to test the computer equipment, the transfer switch caught on fire. David discussed the action taken to rectify the problem.

David LaBarbara informed the Board that a letter had been received from HDR Engineering dated July 20, 1999 requesting final retention payment to K.G. Walters Construction for the influent pumping station project. The final retention payment is \$20,000 plus interest. David related to the Board that the final check list for the project had been completed. Discussion followed. Motion by Leonard Anker to release K.G. Walters Construction retention for the influent pumping station project subject to repair of the transfer switch. Seconded by Robert Dinsmore. Motion carried.

David LaBarbara related that the Town of Minden maintenance yard is going to be paved and that Greg Hill asked if the Town could store some dumpsters on MGSD property. David related that it would not be a problem for MGSD to accommodate the Town of Minden's request. Discussion followed. The Board agreed that the Town of Minden could store dumpsters on MGSD property during their paving project.

David LaBarbara related to the Board that a request had been received from Western Nevada Properties for as-built approval and line acceptance for Winhaven 7-B. The line has not passed the testing prescribed by the MGSD ordinance and described the problems to the Board. David related that the MGSD ordinance will allow a security deposit for the purpose of obtaining connection permits until the line meets the MGSD ordinance. The Board agreed to hold a special meeting for Winhaven 7-B for either as-built approval and line acceptance after approval by Resource Concepts or for a security deposit request in order to issue connection permits.

Mr. Dinsmore inquired about the watering of the shrubs on MGSD's fence line which are maintained by the Town of Minden. David LaBarbara related that he would discuss the watering situation with Greg Hill.

Mr. Anker inquired about the progress being made by HDR Engineering concerning the plans for the next MGSD project. David LaBarbara related that surveying is being done and that he thought HDR Engineering was on schedule.

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Mr. Anker discussed MGSD public relations and related to the Board that he would like to pursue Ted Conover who is retired from the University of Nevada journalism department to do an occasional article about MGSD. Discussion followed. The Board agreed that Mr. Anker should talk to Mr. Conover about doing an occasional article of interest about the treatment plant for publication.

Meeting adjourned: 9:15 P.M.

Approved: 9-7-99

By: David R. Hlink

CAPACITY SOLD BY DAVID LABARBARA

MONTH OF July, 1999

Capacity:	Property:
1.0 1.0	Bruce Davis--1022 Frieda Lane Thomas Unruh--Minden Professional--1644 Hwy. 395

# Minden-Gardnerville Sanitation District

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P.O. BOX 568  
MINDEN, NEVADA 89423  
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NOTICE OF SPECIAL MEETING, MONDAY, AUGUST 16, 1999, 12:00 P.M., BOARD ROOM, MGSD TREATMENT PLANT, 1790 HWY. 395, MINDEN, NEVADA

## AGENDA:

12:00 P.M. Call to Order  
12:01 Western Nevada Properties--Winhaven Phase 7-B--Approval of As-Builts and  
Line Acceptance--Action  
12:15 Douglas County Library--Plan Approval and Capacity Request--Action  
12:30 Public Commentary  
12:40 Adjournment

  
Bonnie D. Fettic-Executive Secretary

Any agenda item represented by an attorney must have given 15 days notice to the Minden-Gardnerville Sanitation District.

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ALL PERSONS attending the meeting are required to sign the guest register.

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MINDEN-GARDNERVILLE SANITATION DISTRICT  
P. O. BOX 568  
MINDEN, NEVADA

Minutes of special meeting, Monday, August 16, 1999, 12:00 P.M.,  
Boar Room MGSD Treatment Plant, 1790 Hwy. 395, Minden, Nevada

Board Members Present:

Robert Dinsmore, Leonard Anker and O.P. Brown, Jr.

Board Members Absent:

Daniel Hellwinkel and Jerome Etchegoyhen

Staff Members Present:

David LaBarbara and Bonnie Fetic

Others Present:

Dennis Smith, Jerry Cruitt, T. Michael Brown, and Dennis Clark

The meeting was called to order by MGSD Secretary Leonard Anker in the absence of the chairman and vice-chairman.

Western Nevada Properties--Winhaven Phase 7-B--Approval of As-Built and Line Acceptance--Represented by Dennis Smith and Dennis Clark. David LaBarbara informed the Board that sewer improvements had been completed for Winhaven Phase 7-B which is now called Unit #9 located in the northwest corner of the subdivision. As-built drawings were presented for Board approval. David related that line testing had been completed and did meet the MGSD ordinance. The required S's have also been stamped on the curb and the manholes have been checked for debris. David presented Resource Concepts review letter dated August 6, 1999 which recommended approval subject to five conditions contained in the letter. David related that corrected reproducible drawings plus two sets of blue line drawings are required. Motion by Robert Dinsmore to approve the as-built drawings for Winhaven Phase 7-B now called Unit #9 and to accept the line, subject to the five comments in Resource Concepts letter dated August 6, 1999 along with corrected reproducible drawings and two sets of blue line drawings to be delivered to MGSD. Seconded by O.P. Brown, Jr. Vote: 3 ayes, 0 nays, absent; Daniel Hellwinkel and Jerome Etchegoyhen.

Douglas County Library--Plan Approval and Capacity Request--Represented by Jerry Cruitt and T. Michael Brown. Plans were presented for Board approval for extension of the Douglas County Library located on Library Lane. The building extension plans call for additional drains and a new lateral for that part of the project. Mr. Cruitt explained a condensation drain contained on the plans which would only function when the air-conditioner would be running and would generate a very minute amount of water.

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Mr. Cruitt proposed running a separate copper pipe to the outside of the building to drain the minimal amount of moisture generated from the air-conditioner. Discussion followed. The Board agreed that the condensation drain could be run to the outside of the building if it met County ordinances. David LaBarbara related that it would be necessary to purchase an additional 2.9 units of capacity for the building extension. David presented a review letter from Resource Concepts dated August 6, 1999 recommending approval subject to five conditions contained in the letter. Discussion followed concerning MGSD's requirements, fees calculated per drain, amount of hours the building is open, etc. Motion by Robert Dinsmore to approve the building extension plans for the Douglas County Library located on Library Lane, subject to the five conditions contained in Resource Concepts letter dated August 6, 1999 and to sell 2.90 units of capacity. The rules, regulations and requirements of MGSD are to be met and all fees paid. Seconded by O.P. Brown, Jr. Vote: 3 ayes, absent; Daniel Hellwinkel and Jerome Etchegoyhen.

Meeting adjourned at 1:15 P.M.

Approved: 9-7-99

By: 

# Minden-Gardnerville Sanitation District


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NOTICE OF REGULAR MEETING, TUESDAY, SEPTEMBER 7, 1999, 7:00 P.M., BOARD ROOM, MGSD TREATMENT PLANT, 1790 HWY. 395, MINDEN, NEVADA

## AGENDA:

7:00 P.M. Call to Order  
7:01 Minutes of August 3, 1999 and August 16, 1999--Action  
7:05 Clark Properties-Real Estate Mall--Plan Approval & Capacity Request--Action  
(1644 Hwy. 395)  
7:15 Bently Nevada-New Facility Off Site Improvements--As-Built Approval & Line  
Acceptance--Action  
7:25 MGSD Land Application Re-Seeding--Discussion and Action  
7:40 Engineer's Report--Action  
8:00 Superintendent's Report--Action  
8:15 Secretary's Report--Action  
8:25 Public Commentary  
8:35 Adjournment



Bonnie D. Fettic-Executive Secretary

Any agenda item represented by an attorney must have given fifteen days notice to the Minden-Gardnerville Sanitation District.

The following items will be considered as time permits between the above scheduled items: Engineer's Report, Superintendent's Report and Secretary's Report.

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P. O. BOX 568  
MINDEN, NEVADA

Minutes of regular meeting, Tuesday, September 7, 1999, 7:00 P.M., Board Room, MGSD Treatment Plant, 1790 Hwy. 395, Minden, Nevada

Board Members Present:

O.P. Brown, Jr., Leonard Anker, Jerome Etchegoyhen and Daniel Hellwinkel

Board Member Absent:

Robert Dinsmore

Staff Members Present:

David LaBarbara, Bruce Scott and Bonnie Fettic

Others Present:

Dan Jenkins and Henry Dreyer

The Board reviewed the minutes of August 3, 1999 and August 16, 1999. Motion by Leonard Anker to approve the minutes of August 3, 1999 and August 16, 1999. Seconded by O.P. Brown, Jr. Vote: 3 ayes, 0 nays, absent: Robert Dinsmore.

Clark Properties--Real Estate Mall--Represented by Dan Jenkins. Plans were presented for the construction of a real estate mall to be located at 1644 Hwy. 395 between Louie's Chinese Restaurant and the AM-PM. An authority to represent was also presented which had been signed by the property owner. David LaBarbara related to the Board that 18.2 units of capacity is available for both the front parcel #1320-30-701-010 and the rear parcel #1320-30-701-008 which had been paid a number of years ago by Brewer-Harrison. 6.4 units of capacity will be required for the proposed real estate mall. The connection fee would have to be paid before the building permit is procured from the County. The unused capacity is on a first come first serve basis since the units have not been designated by the owner. Dan Jenkins reviewed the building plans with the Board. Bruce Scott presented a letter from Resource Concepts dated August 30, 1999 recommending approval of the plans subject to six conditions contained in the letter. Discussion followed on easement locations, and the possible requirement of an encroachment permit if the building intrudes into the sewer easement. Motion by Leonard Anker to approve the plans for the Clark Properties real estate mall to be located at 1644 Hwy. 395, subject to the conditions contained in Resource Concepts letter dated August 30, 1999. There are 18.2 units of capacity available and 6.4 units

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are allocated for the Clark Properties project leaving 11.8 units of available capacity. Seconded by Jerome Etchegoyhen. Vote: 3 ayes, 0 nays, absent: Robert Dinsmore. Mr. Jenkins agreed that he would return to the Board to request an encroachment permit if any of the proposed structure is in the MGSD easement.

Bently Nevada-New Facility Off Site Improvements--As-Built Approval and Line Acceptance: David LaBarbara related that Resource Concepts had reviewed the as-built drawings and recommended approval for the line extension from the Western Nevada Community College to serve the new Bently Nevada facility on December 15, 1998. However, the remaining utilities had not been built and the final air test could not be completed. Since the line had been built, the Board allowed connection of the building with a \$1,000 security deposit. Since the air-test has now been completed and meets the District ordinance, Bently Nevada is now requesting that the Board approve the as-built drawings and accept the line. Mr. Anker related that he would abstain from discussion or vote concerning the Bently Nevada matter before the Board due to a conflict of interest. Motion by Jerome Etchegoyhen to approve the as-built drawings for Bently Nevada-New Facility Office Site Improvements and to accept the line. The security deposit in the amount of \$1,000 held by MGSD is to be returned to Bently Nevada. Seconded by O.P. Brown, Jr. Vote: 2 ayes, the Chairman voted aye, Mr. Anker abstained and Robert Dinsmore was absent.

MGSD Land Application Re-Seeding: Henry Dreyer was present to discuss the re-seeding issue for the 56+ acres owned by MGSD at the corner of Hwy. 395 and Muller Lane. David LaBarbara related that Chris of Intermountain Farmers Association from Yerington had inspected the ground and had the soil tested. The pH and sodium levels are very high and he feels that gypsum or elemental sulfur would help to lower those levels. He recommends that gypsum be applied at 2 Tons per acre at a cost of \$25 per acre or elemental sulfur at 400 pounds per acre at a cost of \$55 per acre. He also recommends planting an annual crop for about a year and then reevaluate next fall. Winter rye should be planted now (\$16.50 per acre, seeding \$12 per acre) and sudan in the summer after the rye has been harvested. Henry related that he had talked to some other people about the soil and it was recommended that gypsum be applied (\$50 per acre), disk (\$65 per hour) and then re-level the ground (\$80 per hour). The crop should be winter rye followed by sudan before a final crop is planted. Henry felt that the application of 4 tons of gypsum per acre would eliminate the need to use acid. Discussion followed concerning the development of the 11 acres behind the plant facility in the early 80's. Motion by Leonard Anker to authorize

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Henry Dreyer to proceed with the application of 4 tons of gypsum per acre, disk, re-level, purchase seed and plant winter rye on the 56+ acres owned by MGSD at Hwy. 395 and Muller Lane. Henry will also supervise the irrigation of the field and install a drainage pipe adequate to drain the northwest portion of the 18 acre field field to the Rosser Ditch. The entire project is not to exceed \$5,000. Discussion followed concerning pipe material, valves and shooting of the grade. Vote: 3 ayes, 0 nays, absent: Robert Dinsmore.

Engineer's Report: Bruce Scott advised the Board that he had an on site meeting with Hydrotech and Russ Lindell of MGSD concerning the rehabilitation of the line from the last manhole on Second Street to Seventh Street on County Road using deformed polyethylene under the joinder clause with the City of Reno. They went through a couple of the manholes which will need to be raised that will not be covered by the joinder clause. Bruce explained the area, work required and possible problems, totaling approximately 1,850 feet. Bruce estimates the cost to be approximately \$68,000 which includes a 15% contingency. Bruce recommended that the Board approve the project not to exceed \$70,000. The remainder of the rehabilitation which was agreed by the Board at the August 3, 1999 meeting will require a separate bid which Bruce felt would be ready for Board approval by the October 5, 1999 meeting. Discussion followed. Motion by Jerome Etchegoyhen to authorize the Chairman to sign the contract under the joinder clause with the City of Reno for line rehabilitation on County Road from the second manhole at Second Street to Seventh Street not to exceed \$70,000. Seconded by O.P. Brown, Jr. Vote: 3 ayes, 0 nays, absent: Robert Dinsmore.

Bruce Scott related to the Board that he had received a letter from R. O. Anderson Engineering regarding the sewer improvement plans for the Bruno property located behind the Silveranch subdivision and to the east of the Pleasantview subdivision, which were approved by the Board at the August 3, 1999 meeting. When the plans were approved, the neighbor who owns the adjoining parcel and presently serves his property by a septic tank had planned to participate in the cost of the line construction to eventually serve his property. The adjacent owner has decided he does not want to participate in the line construction and R. O. Anderson has presented new improvement plans to sewer only the Bruno property. Bruce related that it is District policy to build the line to the end of the property. Bruce presented a map showing the area for Board review and explained how other properties in the area can be sewered or are presently sewered. There would be no potential upstream users. The Bruno's wish to extend the sewer main to serve the single family dwelling on the

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) property but not to the end of the property. Bruce recommended that the Board make an exception and approve the amended improvement plans to allow the sewerage of the single family dwelling on the Bruno property, but to make it clear that it is approved with the understanding that extension of the sewer main across the entire Bruno property frontage will not be required at this time. However, any parceling or subdivision of the Bruno property will result in the requirement by MGSD that the sewer main be extended in the roadway to the northeasterly corner of the present Bruno parcel. David LaBarbara related that he did not feel the Bruno request was unreasonable. Discussion followed. Motion by Jerome Etchegoyhen to authorize Resource Concepts to write a letter to R. O. Anderson Engineering accepting the revised sewer main improvement plans for the Bruno property with the understanding that any parceling or subdivision of the Bruno property will result in the requirement by MGSD that the sewer main be extended in the roadway to the northeasterly corner of the present Bruno parcel. Seconded by O.P. Brown, Jr. Vote: 3 ayes, 0 nays, absent: Robert Dinsmore.

Bruce Scott informed the Board that a letter had been received from the State concerning the inspection of the reservoirs on Muller Lane and the action that the State wishes MGSD to take concerning repairs. Bruce and David made an on site inspection with their letter in hand and felt that the State had legitimate concerns. Bruce presented an area map for Board review and discussed the repairs that needed to be done. Bruce felt that the repairs would cost approximately \$10,000 and would put a bid package together for Board review at the October 5, 1999 meeting. Discussion followed concerning the use of larger rock as well as angular rock, work involved and possible weed spraying being done by the MGSD staff.

Bruce Scott related to the Board that Resource Concepts has periodically done mapping updates for MGSD and are now working on storm drain locations for the Town of Minden. While the work is being done for the Town of Minden, Resource Concepts could pick up sewer manhole locations which would provide good location details, quantities and number of units which could be incorporated into the GPS system which is on the same basis as the County's GIS system. The survey accuracy would be within 3 to 5 feet of the manholes. Bruce felt that a little could be done each year starting with the Minden area. Bruce discussed mapping and additions to the data base. The cost would be in the \$2,000 to \$2,500 range. The Board directed Bruce to proceed with his proposal to locate the manholes and add to MGSD's systems mapping.

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Mr. Anker discussed the meeting which had taken place with Dal Byington, Jerome Etchegoyhen, Bruce Scott and David LaBarbara concerning winter effluent application with the rest of the Board members. More information will be obtained concerning costs to effect winter effluent watering and the same group will meet with Mr. Byington at the ranch site to discuss costs and tour the land. Discussion followed.

David LaBarbara informed the Board that no response had been received from Foothill Development Group concerning raising the manholes in Ironwood Center. Discussion followed. The Board directed that if no response is received from Foothill Development Group by the October 5, 1999 meeting that the matter would be discussed with MGSD legal counsel.

Mr. Anker related to the Board that he had again discussed MGSD public relations with Ted Conover who related to him that he is not interested in doing the public relations job, but suggested a former student of his, Triva Lind who previously worked for the Record Courier. Mr. Anker discussed the matter with her and related that he would talk to the Board and if the Board was in agreement a proposal would be prepared. David LaBarbara related that Bob Dinsmore felt he would like more time to think about public relations for the District. Mr. Anker related that the cost could be minimal, articles could be reviewed before publication and discussed potential articles. Discussion followed.

Superintendent's Report: David LaBarbara reported to the Board that a new transfer switch had been installed and that the plant backup power is again up and running.

David LaBarbara reported that he had met with Daryl Rasner from the State concerning winter effluent application and that it had been a productive meeting. David felt that MGSD may be able to continue with the existing monitoring wells and two additional parameters. He felt that the meeting had been very informative for the District and the State.

David LaBarbara related that he had talked to Bill Peterson and Bill advised that he did not have any matters effecting the District to discuss with the Board at this time. David will ask Bill to call at the October 5, 1999 meeting to discuss the Foothill Development Group matter.

David LaBarbara related that HDR Engineering is on schedule with the design of the secondary clarifier and RAS/WAS pumping station. The Board requested that Craig Olson be present at the

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October 5, 1999 meeting to give the Board a progress report and costs update for the project.

Secretary's Report: Bonnie Fetic presented proposals for Board review which had been received from three agencies for replacement of the District's copying machine included in the 1999-2000 budget. The proposals were reviewed and the Board agreed that the proposal from High Sierra Copiers for a Canon C122F copier would be accepted.

Meeting adjourned at 9:25 P.M.

Approved: 10-5-99

By: 

CAPACITY SOLD BY DAVID LABARBARA

MONTH OF August, 1999

Capacity:	Property:
1.0	Frederick Maida--1231 Service Drive
1.8	Town of Minden--CVIC Hall Remodel (Result of final inspection)

# Minden-Gardnerville Sanitation District

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P.O. BOX 568  
MINDEN, NEVADA 89423  
702 - 782-3546  
FAX / 702-782-4915

NOTICE OF REGULAR MEETING, TUESDAY, OCTOBER 5, 1999, 7:00 P.M., BOARD ROOM, MGSD TREATMENT PLANT, 1790 HWY. 395, MINDEN, NEVADA

## AGENDA:

7:00 P.M. Call to Order  
7:01 Minutes of September 7, 1999--Action  
7:05 HDR Engineering--Second Clarifier Design Progress Report--Action  
7:30 Crestmore Village Apartments Limited Partnership--Annexation Request--Action  
(Vicinity of Elges & Eldorado)  
7:40 Herbig Properties Limited--Annexation Request--Action  
(Vicinity of Elges & Eldorado)  
7:50 1999 Sewer Line Rehabilitation Project--Discussion and Action  
8:05 1999 Reservoir Rehabilitation Project--Discussion and Action  
8:20 MGSD Package Insurance Bids for October 5, 1999 to October 5, 2000--Action  
8:30 Gardnerville Ranchos General Improvement District--Capacity Request for  
Dresslerville Indian Colony--Action  
8:40 Engineer's Report--Action  
8:55 Superintendent's Report--Action  
9:10 Secretary's Report--Action  
9:20 Public Commentary  
9:30 Adjournment

  
Bonnie D. Fettic-Executive Secretary

Any agenda item represented by an attorney must have given fifteen days notice to the Minden-Gardnerville Sanitation District.

The following items will be considered as time permits between the above scheduled items: Engineer's Report, Superintendent's Report and Secretary's Report

This meeting agenda is posted at the Minden-Gardnerville Sanitation District, Minden Post Office, Gardnerville Post Office and CVIC Hall.

ALL PERSONS attending the meeting are required to sign the guest register.

PLEASE DO NOT REMOVE UNTIL: 10/6/99



MINDEN-GARDNERVILLE SANITATION DISTRICT  
P. O. BOX 568  
MINDEN, NEVADA

Minutes of regular meeting, Tuesday, October 5, 1999, 7:00 P.M.,  
Board Room, MGSD Treatment Plant, 1790 Hwy. 395, Minden, Nevada

Board Members Present:

Robert Dinsmore, Leonard Anker, O.P. Brown, Jr., Jerome  
Etchegoyhen and Daniel Hellwinkel

Staff Members Present:

David LaBarbara, Bruce Scott and Bonnie Fetic

Others Present:

Craig Olson, Kent Neddenriep and Alan Reed

The Board reviewed the minutes of September 7, 1999. Motion by  
Leonard Anker to approve the minutes of September 7, 1999.  
Seconded by Robert Dinsmore. Motion carried.

HDR Engineering--Second Clarifier Design Progress Report--  
Represented by Craig Olson. Craig Olson presented a draft  
predesign report for the design of the secondary clarifier and  
RAS/WAS pumping station dated September, 1999 for Board review.  
Craig reviewed the predesign report with the Board and related  
that it contained such things as following the 1995 master plan  
which prioritized plant improvements, basis of design, cost  
estimate and hydraulic figures. Engineers estimates for the  
secondary clarifier and RAS/WAS pumping station is \$2.72 million  
and the odor control biofilter \$400,000. Craig related that the  
plans are 50% complete and that a copy has been given to MGSD for  
staff review. Discussion followed on proposed odor control,  
odors coming from waste sludge, trickling filter and costs for  
construction. Craig related to the Board that the project is on  
schedule. David LaBarbara related he and Craig Olson had  
participated in a meeting earlier in the day with Leo Drozdoff  
who had replaced Jim Williams. David related that the meeting  
had been very satisfactory and felt that the state review for the  
proposed secondary clarifier/RAS/WAS pumping station and odor  
control will be completed in a relatively short time frame.  
Discussion followed on possible increased capacity and possible  
new permit. Craig reviewed the proposed design, bidding and  
construction schedule and related that if the project moves along  
on schedule, substantial completion should be in March of 2001.  
Craig also discussed the secondary clarifier and pumping station,  
and biofilter odor control locations. Discussion followed  
concerning the recent installation of a biofilter odor control

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system in Coeur d' Alene. The Board directed that performance information be obtained from Coeur d' Alene on their biofilter odor control system. Discussion followed on the bid documents, bidding on both items, handling of bid items, possible right to award to two separate contractors, right to reject bids, and right to reject the odor control portion of the bid. Craig related that he and David are meeting with Norm Denny of Douglas County concerning the proposed plans on October 20, 1999. Discussion followed on Craig's meeting with Douglas County. Bruce Scott offered whatever assistance he could provide with the County. The Board related that they were pleased with Craig's report and the progress being made with the proposed construction.

Crestmore Village Apartments Limited Partnership--Annexation Request--Represented by Kent Neddenriep. David LaBarbara related to the Board that an annexation application, annexation application fee, vicinity map, preliminary title report and authority to represent had been received for Crestmore Village Apartments Limited Partnership located at approximately Elges and Village Way. David pointed out the area to the Board on the district mapping system. The proposed area is 5.0 acres on Elges Avenue, APN #1220-03-000-006. Bruce Scott presented a letter from Resource Concepts dated September 30, 1999 recommending approval of the annexation application subject to 2 comments contained in the letter. Herbig proposes to annex parcel 1 and parcel 3 along with a proposed roadway dividing the parcels. The balance of the property will be annexed when future development occurs. Mr. Anker inquired about the capacity on the Herbig property on the west side of Elges and Hwy. 395. Mr. Neddenriep related that the property had been sold. Mr. Neddenriep related that capacity would be requested at the annexation hearing. Final build-out of the project will be about 160 units. Approximately 86 units will be requested at the annexation hearing. Motion by Leonard Anker to accept the annexation application for Crestmore Village Apartments Limited Partnership for their property on Elges Avenue, consisting of 5.0 acres, APN #1220-03-000-006, subject to Resource Concepts letter dated September 30, 1999 and to notice a public hearing for annexation for November 2, 1999. Seconded by Robert Dinsmore. Motion carried.

Herbig Properties Limited--Annexation Request--Represented by Kent Neddenriep. David LaBarbara related to the Board that an annexation application, annexation application fee, vicinity map, preliminary title report and authorization to represent had been received for Herbig Properties Limited located at approximately Elges and Village Way. Bruce Scott presented a letter from

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work be obtained. Bruce will discuss the required concrete work with Jim Davis. Bruce related that he should have the proposals and a contract for Board approval at the November 2, 1999 meeting.

MGSD Package Insurance Bids for October 5, 1999 to October 5, 2000: Alan Reed was present from Warren Reed Insurance. Alan presented a summary of MGSD's package insurance policy provided by Penco Insurance Company for Board review. Alan discussed the lack of insurance providers for entities such as MGSD. The renewal premium for MGSD's package insurance policy including general liability, errors and omissions, umbrella, automobile and property coverages is \$26,457, which is 7/10 of 1% increase over the previous year. Alan related that MGSD had been offered earthquake and flood insurance previously, which the Board elected not to take. Alan related that there is coverage available for Y2K exposures which would cover resulting damage caused by computer driven date sensitive materials. David LaBarbara related that MGSD computers have been tested and made Y2K compliant, but that he is more concerned about possible lack of power. Motion by Jerome Etchegoyhen to accept the package insurance bid from Warren Reed Insurance in the amount of \$26,457 for the period October 5, 1999 to October 5, 2000. Seconded by Robert Dinsmore. Motion carried. Alan discussed workmen's compensation insurance, the workmen's compensation insurance industry and the possibility of Warren Reed Insurance obtaining MGSD's current workmen's compensation insurance from EICON by agent of record letter. The MGSD Secretary related that EICON is providing excellent claims service along with a direct telephone number to the EICON claims office allowing claims to be filed over the phone. Policies are being received on time and the service is much better than the old SIIS. David related that he saw no reason to switch the workmen's compensation coverage at this time since there are no problems. Mr. Dinsmore recommended that EICON be monitored for the next six months. The rest of the Board agreed with Mr. Dinsmore.

Gardnerville Ranchos General Improvement District--Capacity Request for Dresslerville Indian Colony: David LaBarbara related to the Board that a letter had been received from the Gardnerville Ranchos General Improvement District dated September 24, 1999, requesting 2.0 units of capacity to be used for two new homes in the Dresslerville Indian Colony per the supplement to the 1974 agreement. David related that he had authority to sell up to 2.0 units of capacity, but since the Colony is outside the GRGID service area, he felt it required Board approval. A check has been received for the fees. Motion by Leonard Anker to sell 2.0 units of capacity to the Gardnerville Ranchos General Minutes

Resource Concepts dated September 30, 1999 recommending approval subject to 2 conditions contained in the letter. The proposed property to be annexed is Parcel 1 and Parcel 3 including a proposed roadway, which is a portion of APN #1220-03-000-007. A parcel map for this property recorded on September 14, 1999, but new assessor's parcel numbers have not been assigned. The total acreage is 16.97 acres. Motion by Jerome Etchegoyhen to accept the annexation application for Herbig Properties Limited for 16.97 acres located at approximately Elges and Village Way, Parcel 1 and Parcel 3 which are a portion of APN #1220-03-000-007, subject to Resource Concepts letter dated September 30, 1999 and to notice the a public hearing for annexation for November 2, 1999. Seconded by Robert Dinsmore. Motion carried.

1999 Sewer Line Rehabilitation Project: Bruce Scott gave a status report to the Board concerning the sewer line rehabilitation project which includes combining the lines on 10th. Street, correcting a problem at Heritage Square Condominiums at approximately Douglas and Hwy. 756, (possible gas line running through sewer line, the gas company will reroute line and reimburse MGSD's costs if it is a gas line problem), minor repairs in the Carson Valley Industrial Park and Grand Auto. Bruce discussed the county road rehabilitation costs, bid and joinder clause. Bruce related that he will have the bids and contract for the Board to act on at the November 2, 1999 meeting.

1999 Reservoir Rehabilitation Project: Bruce Scott presented a map of the reservoirs on Muller Lane, draft plans of the placement on the interior basin embankment and concrete apron repair detail as well as recent photographs for Board review in regard to the repairs that the State deemed necessary at the reservoirs on Muller Lane. Bruce discussed the proposed repair work and the possibility of Jim Davis doing the support concrete work to reduce repair costs. Bruce related that the approximate cost to perform all of the repair work is \$20,000. However, the Board could elect to do the repairs that should be done immediately which would be approximately \$10,000 and leave the balance of the repairs until spring. Formal bidding would not have to take place if the work is under \$10,000 and only three proposals would have be obtained. Bruce discussed the fluctuation of riprap prices. Bruce also related that the Board may want to include the addition of rock on the roadway in regard to the fencing project which should take place soon behind Westwood Park. Bruce related that the entire reservoir repair work could go to formal bid next month or the Board could elect to receive informal proposals staying under \$10,000. Discussion followed. The Board directed that the repair work at the reservoirs stay under \$10,000 and that three proposals for the

/ Improvement District to be used at 1633 and 6000 Dalaak under the terms of the Supplement to the 1974 Agreement between GRGID and MGSD. Seconded by Robert Dinsmore. Motion carried.

/ Engineer's Report: Bruce Scott informed the Board that he had received a call from Mike Rowe, legal counsel for Westwood Park Homeowners' Association informing him that all of the documents have been executed so that the lot line adjustment between Westwood Park Homeowners' Association and MGSD can proceed. Bruce related that in a review of the MGSD minutes the Homeowners' Association would split the cost of the lot line adjustment with MGSD. MGSD will bear the cost of the fencing which is to be chain link with three strands of barbed wire atop the fence except in the area where Westwood Park homeowners' already have a fence. Bruce suggested obtaining an estimate for the fence in the reservoir repair proposals. Bruce discussed the installation of a gate off the paved street in Westwood Park for MGSD access assuming the roadway is completed. Discussion followed on the work to be done. Bruce will work with Mike Rowe to finalize the necessary paper work. The Board felt that the fence should be installed as soon as possible.

A discussion took place with the Board and MGSD legal counsel, Bill Peterson via telephone concerning a meeting which had taken place with Dal Byington, David LaBarbara, Bruce Scott, Jerome Etchegoyhen and Leonard Anker concerning winter effluent disposal on the Galeppi Land and Livestock property.

/ Superintendent's Report: David LaBarbara related to the Board that a remodel at the old emergency clinic in Stratton Center had been completed without the County requiring review by MGSD nor did the contractor, Dan Hickey present remodel plans for MGSD review. An inspection of the building revealed that some of the drains had been abandoned resulting in 2.0 EDU's which are not being used in the building. The owner was informed and was advised that in order to retain the capacity credit, a request must be made to the Board. A letter has been received from E.J. Stratton dated September 8, 1999 requesting that the unused building capacity be credited for future use. Motion by Robert Dinsmore to credit 2.0 EDU's which are not being used in the former emergency clinic at 1538 Hwy. 395, Stratton Center for future use.

1 David LaBarbara informed the Board that it is now in order for the Board to adopt the ordinances for the properties annexed by Michael C. and Angel Kerr Gilbert at 1663 Hwy. 395 and Roy and Margaret Kempley at 1614 Wildrose. The map annexing the properties has been recorded and the last step is to adopt the Minutes

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2 ordinances. Motion by Jerome Etchegoyhen to adopt ordinance #136 annexing the property of Michael C. and Angel Kerr Gilbert located at 1663 Hwy. 395 and to adopt ordinance #137 annexing the property of Roy and Margaret Kempley at 1614 Wildrose. Seconded by Robert Dinsmore. Motion carried.

David LaBarbara informed the Board that a memo had been received from Leo Drozdoff in regard to proposed increases by the State for permit fees. The state is suffering a \$706,000 deficit and in order to make up the shortfall they are planning to raise permit fees. David felt that the State is trying to squeeze money out of the small entities. David related that he is planning to attend the meeting in regard to the proposed fee increases.

David LaBarbara related that the re-seeding project at Hwy. 395 and Muller lane is proceeding. Gypsum has been applied and disked. Lazer leveling was taking place earlier in the day and hopefully the planting will take place tomorrow with irrigation to follow at the end of the week. Discussion followed on the pipe extension.

Secretary's Report: Bonnie Fettic related to the Board that on October 22, 1999, Wells Fargo Bank and Norwest Bank would merge causing MGSD to have approximately \$100,000 uninsured. Information had been supplied to the board for collateralization of the uninsured funds by Wells Fargo if the Board wished to do so. Discussion followed. The Board directed that one of the money market interest checking accounts be closed and the money invested either in the government pool account or the Bank of America money market interest checking account.

Meeting adjourned at 10:15 P.M.

Approved: 11-2-99

By: Jerome Etchegoyhen

# Minden-Gardnerville Sanitation District

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P.O. BOX 568  
MINDEN, NEVADA 89423  
702 - 782-3546  
FAX / 702-782-4915

NOTICE OF REGULAR MEETING, TUESDAY, NOVEMBER 2, 1999, 7:00 P.M., BOARD ROOM, MGSD TREATMENT PLANT, 1790 HWY. 395, MINDEN, NEVADA

## AGENDA:

7:00 P.M. Call to Order  
7:01 Minutes of October 5, 1999--Action  
7:05 Crestmore Village Apartments Limited Partnership--Public Hearing for  
Annexation (Vicinity of Elges & Village Way)--Action  
7:15 Herbig Properties Limited--Public Hearing for Annexation--Action  
(Vicinity of Elges & Village Way)  
7:25 Chichester Phase 6--Capacity Request--Action  
7:35 Bently Nevada Corporation--Industrial Waste Permit Renewal--Action  
7:50 Sewer Main Rehabilitation--Bid Award Discussion and Action  
8:05 Reservoir Repair Proposals--Discussion and Action  
8:20 Engineer's Report--Action  
8:35 Superintendent's Report--Action  
8:50 Secretary's Report--Action  
9:00 Public Commentary  
9:10 Adjournment

  
Bonnie D. Fettic-Executive Secretary

Any agenda item represented by an attorney must have given fifteen days notice to the Minden-Gardnerville Sanitation District.

The following items will be considered as time permits between the above scheduled items: Engineer's Report, Superintendent's Report and Secretary's Report.

This meeting agenda is posted at the CVIC Hall, Minden Post Office, Gardnerville Post Office and Minden-Gardnerville Sanitation District.

ALL PERSONS attending the meeting are required to sign the guest register.

PLEASE DO NOT REMOVE UNTIL: 11/3/99

MINDEN-GARDNERVILLE SANITATION DISTRICT  
P. O. BOX 568  
MINDEN, NEVADA

Minutes of regular meeting, Tuesday, November 2, 1999, 7:00 P.M.,  
Board Room, MGSD Treatment Plant, 1790 Hwy. 395, Minden, Nevada

Board Members Present:

O.P. Brown, Jr., Leonard Anker, Robert Dinsmore and Jerome Etchegoyhen

Board Member Absent:

Daniel Hellwinkel

Staff Members Present:

David LaBarbara, Bruce Scott and Bonnie Fetic

Others Present:

Kent Neddenriep

The meeting was called to order by Vice-Chairman Etchegoyhen in the absence of Chairman Hellwinkel.

The minutes of October 5, 1999 were reviewed by the Board. Motion by Leonard Anker to accept the minutes of October 5, 1999. Seconded by O.P. Brown, Jr. Vote: 3 ayes, 0 nays, absent; Daniel Hellwinkel.

Crestmore Village Apartments Limited Partnership--Public Hearing for Annexation-- Represented by Kent Neddenriep. David LaBarbara informed the Board that the property before the board for annexation to MGSD is 5.0 acres located close to Village Way and Elges in Gardnerville. The public hearing has been properly noticed and it is in order to proceed with the public hearing for annexation. The Vice-Chairman called for public commentary in regard to the proposed property annexation. There were no replies. Mr. Neddenriep related to the Board that no capacity is being requested at the present time, but capacity will be requested at the December, 1999 meeting. Bruce Scott recommended that the Board authorize the chairman to sign the annexation map. Motion by Leonard Anker to approve the annexation of the Crestmore Village Apartments Limited Partnership consisting of 5.0 acres, Parcel #1220-03-000-006. The Chairman is authorized to sign the annexation map. The rules, regulations and requirements of MGSD are to be met and all fees paid. Seconded by Robert Dinsmore. Motion carried.

Herbig Properties Limited--Public Hearing for Annexation-- Represented by Kent Neddenriep. David LaBarbara informed the



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Board that the property before the Board for annexation is a total of 16.97 acres located close to Village Way and Elges in Gardnerville. The public hearing has been properly noticed and it is in order to proceed with the public hearing for annexation. Bruce Scott related that the proposed annexation also includes the roadway separating the two parcels. Mr. Neddenriep related that no capacity is being requested at the present time, but capacity will be requested at a later date. The Vice-Chairman called for public commentary. There were no replies. Motion by Robert Dinsmore to approve the annexation of the Herbig Properties Limited consisting of 16.97 acres, Parcel #1220-03-000-013, Parcel #1220-03-000-015 and Parcel #1220-03-301-001. The Chairman is authorized to sign the annexation map. The rules, regulations and requirements of MGSD are to be met and all fees paid. Seconded by O.P. Brown, Jr. Vote: 3 ayes, 0 nays, absent; Daniel Hellwinkel.

Engineer's Report: Bruce Scott related to the Board that the deeds for the Westwood Park/MGSD lot line adjustment are almost ready to present to Mike Rowe for approval. Bruce discussed the legal descriptions involved in accomplishing the lot line adjustment. Bruce related that the MGSD and Town of Minden boundary maps will be adjusted to reflect the change. As soon as the deeds are recorded, MGSD can move forward with the graveling of the road and fencing.

Bruce Scott presented the agreement which has been signed by Hydrotech under the joinder clause with the City of Reno for Board approval for the 1999 County Road Sewer Line Rehabilitation which will consist of lining the 6-inch main from above 2nd. Street on County Road to 7th. Street, rebuild 3 manhole bases and raise manhole and concrete replacement at 1548 County Rd. in the amount of \$57,014.00. Bruce related that it also includes the reconnection of each lateral. Bruce related that it will take approximately one week to get the necessary bonding in place and requested that the Board approve the contract effective November 10, 1999. Discussion followed. Motion by Robert Dinsmore to accept the Hydrotech contract for the 1999 County Road Sewer Line Rehabilitation in the amount of \$57,014.00 to be effective November 10, 1999. Seconded by O.P. Brown, Jr. Vote: 3 ayes, 0 nays, absent; Daniel Hellwinkel.

Chichester Phase 6--Capacity Request--Represented by Kent Neddenriep. David LaBarbara related that a letter had been received from R. O. Anderson Engineering dated October 17, 1999 requesting a total of 74.0 units of capacity to be distributed as follows: 65.0 units Phase 6, 1.0 unit Phase 7, 1.0 unit Phase 8,

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1.0 unit Phase 9, 1.0 unit Phase 10, 2.0 units Phase 11, 2.0 units Phase 12, and 1.0 unit Phase 13. Bruce Scott explained that MGSD requires that there is sewer capacity on each parcel before a final map is signed and Douglas County requires MGSD approval and signature. They do not want to have a legal lot with no sewer capacity. Discussion followed. David recommended that the Board authorize the Chairman to sign the final parcel map. Motion by Robert Dinsmore to sell a total of 74.0 units of capacity for Chichester Estates to be distributed as follows: 65.0 units Phase 6, 1.0 unit Phase 7, 1.0 unit Phase 8, 1.0 unit Phase 9, 1.0 unit Phase 10, 2.0 units Phase 11, 2.0 units Phase 12, and 1.0 unit Phase 13. The Chairman is authorized to sign the final parcel map. The rules, regulations and requirements of MGSD are to be met and all fees paid. Seconded by O.P. Brown, Jr. Vote: 3 ayes, 0 nays, absent; Daniel Hellwinkel. David related to Mr. Neddenriep that the capacity must be paid in nine months and used in two years.

Bently Nevada Corporation--Industrial Discharge Permit Renewal--  
Represented by Bill Laughlin. David LaBarbara related to the Board that Bently Nevada Corporation is requesting renewal of their Industrial Discharge Permit which expired September 5, 1999. David related that the wave solder process will be moved from the Minden facility to the Bently facility at Orchard and Buckeye Road facility and that the anodizing process which is now being monitored by NDEP will be moved from the Airport facility to Orchard and Buckeye Road facility early in the year 2000. David recommended that the permit for the anodizing process remain with NDEP with copies of the DMRs delivered to NDEP be given to MGSD. Bently's permit with NDEP will renew in May of 2000 for a period of five years and it was suggested that MGSD's Industrial Discharge Permit run concurrent with NDEP's. David related that he saw nothing wrong with renewing the permit for a five year period because if MGSD's permit limits were violated, MGSD could prohibit Bently's industrial discharge and require compliance. Discussion followed concerning permit, time frame, and consequences of violation. Motion by Robert Dinsmore to approve the renewal of Bently Nevada Corporation's Industrial Discharge Permit until the first Tuesday in May of the year 2005, with the provision that copies of the DNRs which are filed with NDEP be given to MGSD for the anodizing process being moved from the Airport to the Bently facility at Orchard and Buckeye Road. Seconded by Leonard Anker. Vote: 3 ayes, 0 nays, absent; Daniel Hellwinkel.

Sewer Main Rehabilitation--Bid Award: Bruce Scott related to the Board that bids had been received for line rehabilitation which would result in combining the two lines into one on 10th. Street,

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repair of the line on Gilman Avenue, Grand Auto and South Industrial Way. Four bids were received with the low bidder being V&C Construction in the amount of \$18,020.00. Bruce related that he is familiar with the work V&C Construction has done in the area and recommended them to perform the work. Discussion followed. Motion by O.P. Brown, Jr. to award the bid for the sewer main rehabilitation to include combining the two lines on 10th. Street, and line repair on Gilman Avenue, Grand Auto and South Industrial Park in the amount of \$18,020.00 to the low bidder, V&C Construction. Seconded by Robert Dinsmore. Vote: 3 ayes, 0 nays, absent; Daniel Hellwinkel.

Reservoir Repair Proposals: Bruce Scott informed the Board that three proposals were received for the proposed reservoir repair work which would include aggregate and riprap for the critical areas of the ponds. The low bid was received from Crockett Enterprises in the amount of \$9,715.00 which will keep the cost under \$10,000 as previously discussed. The bid does not include graveling in the rills or road grading which can be done in the spring. The State is most concerned about the beaching problem and are not pressing to have all the repair work done at once. The proposed work will satisfy the State for the present time. Jim Davis will perform the necessary concrete work. The proposals are consistent with state statutes. Bruce explained that V&C Construction did not receive the addendum and that their bid has been priced out to meet the addendum. Discussion followed. Motion by Leonard Anker to accept the low proposal of Crockett Enterprises in the amount of \$9,715.00 for the 1999 Retention Basin Maintenance Project at the reservoirs. Seconded by Robert Dinsmore. Vote: 3 ayes, 0 nays, absent; Daniel Hellwinkel.

Superintendent's Report: David LaBarbara related to the Board that a Town of Gardnerville boundary map had been received for MGSD signature. Bruce Scott explained to the Board that about five years ago, the District Attorney did not like the way the towns were adjusting the boundaries and changed the process. Bruce explained the certificates, that the Town of Minden and MGSD boundaries are identical, but the Town of Gardnerville and MGSD boundaries are not the same. The Town of Gardnerville needs to record the map and MGSD's signature is required. Discussion followed on boundary differences in the Town of Gardnerville and MGSD. Discussion followed on the pending annexation agreements for Crestmore Apartments and Herbig Properties Limited which have not been executed, possible lien on properties, and holding off signing boundary map until annexations are completed. David read sections from the MGSD Ordinance in regard to following through with annexations after they are accepted by the Board.

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Discussion followed. Motion by Leonard Anker to authorize the Chairman to sign the October, 1999 Town of Gardnerville Boundary map. Seconded by O.P. Brown, Jr. Vote: 3 ayes, 0 nays, absent; Daniel Hellwinkel.

David LaBarbara related to the Board that he and Craig Olson has met with Norm Denny of Douglas County and submitted the 50% design plans for the clarifier project. Craig is planning to submit complete plans around November 19, 1999. Mr. Denny related that he wants Mimi Moss of Douglas County Planning to be involved as regards review of MGSD's permit and additional capacity issues. Bruce Scott related that he would talk to Ms. Moss to see if he can get her to agree to hold off any permit change until review is done by the State. In the State's eyes expansion would require a new permit. Bruce related that expanded land application should be reviewed with the State at the same time. Mr. Denny related that the County is only qualified to inspect the buildings and therefore, the county will charge their permit fees on the same basis as the last project. Discussion followed.

David LaBarbara related to the Board that he had talked to the Carson City Wastewater facility concerning a tour of their new project. David was informed that it would be late November or early December before the project would be up and running.

David LaBarbara related that comments were received from the State on the 50% design submitted for the clarifier project which were minimal. Craig Olson will answer the comments, but David felt there were no major problems. David related that the State comments should be taken care of and that Craig and Rob Williams will probably be present at the December 7, 1999 meeting to request plan approval from the Board and authorization to proceed with the bid process.

David LaBarbara related that he would attend the permit fee hearing at the State which was discussed at the October meeting on November 3, 1999.

Mr. Anker requested that figures be pulled together for Board review for the total costs of the proposed clarifier project for the December 7, 1999.

Meeting adjourned at 9:15 P.M.

Approved: 12-1-99 By: \_\_\_\_\_

*Daniel P. Hellwinkel*

# Minden-Gardnerville Sanitation District

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NOTICE OF REGULAR MEETING, TUESDAY, DECEMBER 7, 1999, 7:00 P.M., BOARD ROOM, MGSD TREATMENT PLANT, 1790 HWY. 395, MINDEN, NEVADA

## AGENDA:

7:00 P.M. Call to Order  
7:01 Minutes of November 2, 1999--Action  
7:05 HDR Engineering--Plant Improvements Update and Approval--Action  
7:40 Bently Nevada Corporation--Effluent Disposal Discussion--Action  
8:10 Final Approval of Lot Line Adjustment Between MGSD and Westwood Park Homeowners Association--Action  
8:25 Richard J. Peters, Jr. & Co.--1998-99 Audit Report and Approval--Action  
8:40 Engineer's Report--Action  
8:55 Superintendent's Report--Action  
9:10 Secretary's Report--Action  
9:20 Public Commentary  
9:30 Adjournment

  
Bonnie D. Fetic-Executive Secretary

Any agenda item represented by an attorney must have given fifteen days notice to the Minden-Gardnerville Sanitation District.

The following items will be considered as time permits between the above scheduled items: Engineer's Report, Superintendent's Report and Secretary's Report.

This meeting agenda is posted at the Minden-Gardnerville Sanitation District, CVIC Hall, Minden Post Office and Gardnerville Post Office.

ALL PERSONS attending the meeting are required to sign the guest register.

PLEASE DO NOT REMOVE UNTIL: 12/8/99

MINDEN-GARDNERVILLE SANITATION DISTRICT  
P. O. BOX 663  
MINDEN, NEVADA

Minutes of regular meeting, Tuesday, December 7, 1999, 7:00 P.M.,  
Board Room, MGSD Treatment Plant, 1790 Hwy. 395, Minden, Nevada

Board Members Present:

Daniel Hellwinkel, Robert Dinsmore, Jerome Etchegoyhen, O.P.  
Brown, Jr. and Leonard Anker

Staff Members Present:

David LaBarbara, Bruce Scott and Bonnie Fetic

Others Present:

Rob Williams, Craig Olson, Mike Compston and Mr. and Mrs. Joe  
Schrenghost

The minutes of November 2, 1999 were reviewed by the Board.  
Motion by Leonard Anker to approve the minutes of November 2,  
1999. Seconded by Jerome Etchegoyhen. Motion carried.

HDR Engineering--Plant Improvements Update and Approval--  
Represented by Rob Williams and Craig Olson. Rob Williams  
related to the Board that a odor test had been conducted and it  
has been determined that the worst odor areas within the plant  
facilities are the primaries and storage basins. The proposed  
biofilter odor system should take care of 95% of the odor in  
those areas. Mr. Anker felt that the Board should make a  
determination whether or not to proceed with the large investment  
of constructing the proposed secondary clarifier RAS/WAS pumping  
station and odor control project. Craig Olson related that if  
the Board wishes to proceed, the project would be bid in January  
and bid results presented to the Board at the March, 2000  
meeting. The secondary clarifier RAS/WAS pumping station and  
biofilter odor system will be bid separately in one document,  
allowing the biofilter odor system to be removed from the bid  
entirely if the Board elects not to build the system. Discussion  
followed on the worst odor areas in the plant and cause as well  
as odor control solution. Craig reported that he had talked to  
the facility using the odor control system in Coeur d' Alene and  
was informed the system works well and they are very happy with  
it. Craig informed the Board that plan submittals have been made  
to NDEP, Douglas County and the East Fork Fire Protection  
District for review and he hopes to have approvals from all the  
agencies by the end of the month. Discussion followed on the  
plan review process by the respective agencies, the importance of  
odor control, the secondary clarifier being tied to MGSD's long  
range planning, two distinct bids for the secondary clarifier and  
odor control system, possibility of bid awards to two separate  
contractors, having to define how the two bids would be awarded

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in the bid documents. Craig read the proposed bid wording to be contained in the bid documents defining the bids. The Board agreed with the proposed bid wording defining the bids. Craig requested that the Board authorize the chairman to sign the bid documents which would allow the project to be put out to bid subject to all approvals. Mr. Dinsmore and Mr. Anker felt that they wished to proceed with the project bid process for the secondary clarifier RAS/WAS pumping station and biofilter odor control system. Motion by Leonard Anker to authorize the chairman to sign the bid documents allowing the secondary clarifier RAS/WAS pumping station and biofilter odor control system project to be put out to bid subject to NDEP, Douglas County and East Fork Fire Protection District comments not materially effecting the cost of the project. Seconded by Robert Dinsmore. Mr. Etchegoyhen voiced concern about the proposed project getting in the way of future phases. Craig discussed future construction and the fact that there is adequate space for construction and any needed modifications. Vote: 4 ayes, the Chairman voted nay voicing concern that the biofilter odor control system will not take care of the plant odor problems. Rob Williams related to the Board that the biofilter odor control system could be top priority with a shorter contract time frame so that it could be completed sooner. The Board agreed that a shorter contract time for the odor control system would be desirable.

Bently Nevada Corporation--Effluent Disposal Discussion--  
Represented by Mike Compston of Bently Agrodynamics. Mr. Compston related to the Board that he was present to further discuss the prior proposal given to MGSD for effluent disposal and possible alternatives so that Bently Agrodynamics could participate in MGSD's effluent disposal. Mr. Compston related that Bently is still interested in receiving effluent from MGSD for agriculture use, but do not feel they want to invest more money developing plans until feedback is received from MGSD. Mr. Anker related that MGSD's concerns is that the current contract with MGSD expires in 2008 and that the Bently land elevation is higher which makes the pumping costs very high to move the effluent uphill. Mr. Compston related that the proposal could be modified to construct smaller completely enclosed reservoirs at a lower elevation as close as one and one-half miles away from the plant. The reservoirs would hold 80 to 100 acre feet per reservoir. The reservoirs could be constructed as needed. The effluent would be sprinklered to get away from the buffer issues. Discussion followed between Mr. Compston and the Board concerning, the equation of the prior proposed large reservoir and the smaller reservoirs, who would bear the construction costs, MGSD and Bently coming to a mutual agreement, when agreement expires in 2008 would Bently want all the effluent or

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would it be split with Park and Byington ranches?, winter application, Bently irrigation efficiency, ground water problems solved by controlled irrigation, Bently has no way of using current effluent allocation without pumping, Bently would look at long term agreement, option design on original site proposal to MGSD, infrastructure booster pumps, above ground reservoirs which would be covered and lined, cleaner water quality system than open reservoirs, MGSD delivering effluent with conditions becoming Bently's resource, state permits. Mr Dinsmore asked if Bently would bear 100% of the cost. Mr. Compston felt that Bently would share in a greater percent of the cost if Bently received all of the effluent. Mr. Compston related that there are options in Bently receiving the effluent and the reason he was present for discussion to see if it is feasible to invest in more engineering, design and study. Mr. Anker felt that MGSD is obligated to take care of the effluent disposal in the most cost effective way possible. However, there are two other ranchers to consider. Mr. Etchegoyhen felt that Mr. Compston now knows MGSD's concerns. Mr. Compston proposed to present a rough estimate to be used conceptually, not as permanent costs for Board consideration and that the Board meet at a later date to look at alternatives, flexibility and possible cost reductions. Discussion followed on possible longevity of a new contract with Bently. Mr. Compston felt a contract minimum of 30 years and that 50 years would not be out of reason. Discussion followed concerning a future meeting with Mr. Compston. A meeting date was set for Wednesday, December 15, 1999 at 1:30 P.M., MGSD Board Room, to include Leonard Anker, Jerome Etchegoyhen, Mike Compston, David LaBarbara and Bruce Scott.

Final Approval of Lot Line Adjustment Between MGSD and Westwood Park Homeowners Association--Westwood Park Homeowners Association was represented by President Joe Schreghost. Bruce Scott related to the Board that he had hoped to have documentation for Board approval and signature to complete the lot line adjustment between MGSD and the Westwood Park Homeowners Association, but Western Title has not completed the map so it is not available for signature. Bruce requested that the lot line adjustment issue be continued to the January 4, 2000 meeting. Joe Schreghost expressed appreciation on behalf of the Westwood Park Homeowners Association for the Board's patience in getting the lot line adjustment accomplished. Discussion followed concerning the fencing of MGSD's property adjacent to Westwood Park, fencing materials, attraction of Klauber pond, protecting MGSD liability exposures, fencing consistency, state requirements, checking with MGSD legal on fencing requirements, and additional gravel which will create a road for MGSD on MGSD's side of the fence. Bruce related that construction of the fence will have to be put out for bid and that the fence will probably be constructed as



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/ quickly as possible.

Richard J. Peters Jr. & Co.--1998-99 Audit Report and Approval:  
David LaBarbara related to the Board that Richard Peters had a personal emergency and would be unable to attend the meeting. Richard does not feel that there are any problems in the operation of MGSD and that the Board and MGSD staff are doing a good job. He has no recommendations to make. He has suggested that David review the audit with the Board and that if the Board does have questions after David's review that David could not answer he will be happy to meet with the Board at a future date or if there are questions he could answer by telephone he would be happy to do so. David reviewed the June 30, 1999 audit with the Board in detail. Discussion followed on unspent funds, district obligations, replacement of buildings, rapidly growing service area, immense cost for infrastructures, MGSD's operating without bonds and is not paying any kind of interest. Motion by Robert Dinsmore to approve the June 30, 1999 audit prepared by Richard J. Peters, Jr. & Co. Seconded by O.P. Brown, Jr. Motion carried.

Engineer's Report: Bruce Scott related that Crockett Enterprises has completed their contract for maintenance repairs at the reservoirs on Muller Lane. The bid was \$9,715.00. After the repair work began it was found that less smaller rock was needed and more larger rock which created change order #1 for \$271.10, making the total contract \$9,986.10. Bruce requested that change order #1 be approved by the Board. Bruce related that the MGSD Secretary has prepared two checks. The first in the amount of \$8,987.49 and the second for retention in the amount of \$998.61. Crockett Enterprises has agreed to get a release from Canyon Creek Construction for the rock purchased from them when MGSD makes their initial payment. When the release is received by MGSD, the retention check could be released. Motion by Robert Dinsmore to approve change order #1 for Crockett Enterprises in the amount of \$271.10 and authorize the chairman to sign the change order. Retention payment in the amount of \$998.61 is to be released to Crockett Enterprises upon receipt of a release from Canyon Creek Construction for the rock used to perform the maintenance work at the MGSD reservoir site. Seconded by Jerome Elchegoyhen. Motion carried.

Bruce Scott reported that Hydrotech has ordered the materials for the pipe lining and has done the televising on one small stretch of the line. They ran into a gas line in the 6-inch pipe. They are working with Southwest Gas to repair so that the work can proceed. Hydrotech expects the lining work to be completed in the next two weeks. Bruce related that the Board expressed an interest to see the work being performed and he will make sure

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that the Board Members are notified. Bruce related that V & C Construction will be starting their portion of the rehabilitation work shortly.

Superintendent's Report: David LaBarbara reported that MGSD is in the fourth day of effluent application to the Park and Galeppi ranches. Discussion followed on winter effluent application. Mr. Anker discussed the formal application made by Dal Byington to the NRCS, basis of allocation, funding being done somewhere between January and May, funding over a five year period, and evaluation of report and allocated monies should be done by April. Mr. Anker related that he had offered to show the NRCS representatives what MGSD is doing and how Dal Byington's project would fit in. Leonard also suggested a financial contribution to NRCS. Discussion followed on Park, Byington and Bently concerning effluent disposal.

David LaBarbara reported that the line being constructed to connect the 7-11 Store at Hwy. 395 and Riverview will begin soon. He has advised the contractor that a pre-construction conference with MGSD is required.

David LaBarbara discussed MGSD finances in regard to the proposed secondary clarifier RAS/WAS pumping station and biofilter odor control system.

David LaBarbara reviewed a Proposed Water Pollution Control Fees Increase notice received from NDEP with the Board. David related that he went to the hearing and spoke against the fee increase on behalf of MGSD. The initial proposal would have raised MGSD's permit fee from \$2,000 to \$10,000. The fee is now proposed for \$6,000. David related that he would like to send a follow up objection letter. Discussion followed on reuse charge and who pays. David related that MGSD should not ever see a raise based on the current permit gallonage rates, as it is unlikely that MGSD will ever exceed the 5 million gallons per day flow limit.

Meeting adjourned at 9:35 P.M.

Approved: 1-4-00

By: David R. Hollink