

# Minden-Gardnerville Sanitation District

P.O. BOX 568  
MINDEN, NEVADA 89423  
775-782-3546  
FAX/775-782-4915

NOTICE OF REGULAR MEETING, TUESDAY, JANUARY 7, 2003, 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  
7:05 Election of MGSD Board Officers for 2003--Action  
7:10 Claims Review and Approval  
7:25 Minutes of December 3, 2002--Action  
7:26 John and Jocelyn Fisher--Public Hearing for Contract of Sewer Service--Action  
(Adjacent to Sunset Park)  
7:35 Peter Beekhof, Jr.--Public Hearing of Annexation--Action  
(Mill St., Southerly from Hussman)  
7:45 Chichester Phase 11--Line Acceptance and Approval--Action  
7:55 Gardnerville Ranchos General Improvement District--Capacity Request--Action  
8:05 Pump Station #2--Back-up Power--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 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: 1/8/03

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

Minutes of regular meeting, Tuesday, January 7, 2003, 7:00 P.M.,  
Board Room, MGSD Treatment Plant, 1790 Hwy. 395, Minden, Nevada

Board Members Present:

Jerome Etchegoyhen, Leonard Anker, O.P. Brown, Jr., Ronald Wilcks  
and Michael Henningsen

Staff Members Present:

David LaBarbara, Bruce Scott and Bonnie Fetic

Others Present:

Judge David Gamble, Kent Neddenriep and John Fisher

Oath of Office for Newly Elected MGSD Board of Trustees: Judge  
David Gamble administered the oath of office to newly elected  
Board of Trustees Jerome Etchegoyhen, Leonard Anker, Ronald  
Wilcks and Michael Henningsen. The Board thanked Judge Gamble  
for his services.

Election of MGSD Board Officers for 2003: The Chairman called  
for nominations for MGSD Board Officers for the 2003 year.  
Motion by O.P. Brown, Jr. to retain Jerome Etchegoyhen as  
Chairman, Leonard Anker as Vice-Chairman and O.P. Brown, Jr. as  
Secretary-Treasurer for the 2003 year. Seconded by Leonard  
Anker. Motion carried.

Claims Review and Approval: The claims were reviewed by the  
Board and questions were asked concerning various claims which  
were answered by David LaBarbara and Bruce Scott. Motion by  
Leonard Anker to approve the claims in the amount of \$260,442.01  
and the claims paid during the month of December, 2002 in the  
amount of \$3,320.17. Seconded by O.P. Brown, Jr. Motion  
carried.

Minutes of December 3, 2002: The minutes of December 3, 2002  
were reviewed by the Board. Motion by O.P. Brown, Jr. to approve  
the minutes of December 3, 2002. Seconded by Ronald Wilcks.  
Motion carried.

John & Jocelyn Fisher--Public Hearing for Contract of Sewer  
Service-- Represented by John Fisher. The Board was informed that  
proper legal noticing had been accomplished and that it was in  
order to proceed with the public hearing for contract of sewer  
service for the John and Jocelyn Fisher consisting of 2.4 acres  
located at 1355 Easton Lane adjacent to Sunset Park. Mr. Fisher  
requested that the Board allocate 1.0 unit of capacity in his  
contract of service contract to serve the residence he plans

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building on the property. Motion by Leonard Anker approve the contract of service for 2.4 acres for John and Jocelyn Fisher at 1355 Easton Lane, Parcel #1220-04-201-006 and to allocate 1.0 unit of capacity to be included in the contract of service. ) Seconded by O. P. Brown, Jr. The Chairman called for public commentary. There were no replies. Vote: 4 ayes, 0 nays.

Peter Beekhof, Jr.--Public Hearing for Annexation--Represented by Kent Neddenriep. The Board was informed that proper legal noticing had been accomplished and that it was in order to proceed with the public hearing for annexation of the Peter Beekhof, Jr. property consisting of 5.63 acres located on Mill Street southerly from Hussman. David LaBarbara related to the Board that the property backs Aspen Park and is therefore contiguous to the MGSD boundary and is eligible for annexation. The legal noticing was corrected to an annexation hearing rather than contract of sewer service. David reminded the Board and Mr. Neddenriep that when Roger Bitton received service from MGSD the Board had specified a lift station to serve the Bitton property and the two adjacent parcels. A private easement does exist. ) Mr. Neddenriep related that Mr. Beekhof is aware of the lift station to serve the parcels adjacent to the Bitton property and has contacted Mr. Bitton concerning the lift station. Mr. Neddenriep related that no capacity for the property would be requested at this time. Motion by O.P. Brown, Jr. to approve the annexation of 5.63 acres for Peter Beekhof, Jr. located on Mill Street southerly from Hussman, Parcel #1320-32-801-004 contingent on the property being annexed to the Town of Gardnerville. Seconded by Ronald Wilcks. The Chairman called for public commentary. There were no replies. Bruce Scott related that Resource Concepts letter of November 25, 2002 did not stipulate annexation to the Town of Gardnerville in the list of recommendations due to the fact that the property was going to be served by MGSD under contract of sewer service. However, the MGSD ordinance stipulates annexation to the applicable town when property is brought into MGSD for annexation as the respective towns stipulate annexation to MGSD. Mr. Neddenriep related that his client did not want to annex to the Town of Gardnerville. Discussion followed on amount of acreage, flood plain, undevelopable ground, services provided by the Town of Gardnerville, abiding by MGSD ordinance, fees and discussion of annexed and contract of service properties with MGSD's legal counsel. David LaBarbara related that Douglas County had required that the property owner receive sewer service from MGSD. Vote: 3 ayes, 1 nay, being Leonard Anker.

Chichester Estates Phase 11--Line Acceptance and Approval--  
) Represented by Kent Neddenriep. Mr. Neddenriep requested as-

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built drawings approval and sewer line acceptance for Chichester Phase 11. Bruce Scott presented a letter from Resource Concepts dated January 7, 2003 recommending approval subject to 4 conditions. David LaBarbara related that condition #2 and #3 contained in Resource Concepts letter had been completed. Leonard Anker related that he wished to abstain from discussion and voting on the matter before the Board due to a conflict of interest. Motion by O. P. Brown, Jr. to approve the as-built drawings and to accept the sewer main subject to Resource Concepts letter dated January 7, 2003 for Chichester Phase 11. Seconded by Michael Henningsen. Vote: 3 ayes, 0 nays, abstain; Leonard Anker.

Gardnerville Ranchos General Improvement District--Capacity Request: David LaBarbara related to the Board that a letter had been received from GRGID dated December 23, 2002 relating that GRGID has .2 remaining unit of capacity and are requesting that MGSD sell GRGID an additional 20.0 units of capacity to be used in accordance to the Supplement to the 1974 Agreement. A check has been received for the capacity and connection fees. David related that it is in order to sell GRGID the requested capacity. Motion by Leonard Anker 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 O.P. Brown, Jr. Motion carried. David related to the Board that he expects to hear from Bob Spellberg in regard to the service area boundary after GRGID's January, 2003 meeting.

Pump Station #2--Back-up Power: David LaBarbara informed the Board that during the power outage on December 14-15, 2002, the plant facility lost power for some 24-hours. Power was supplied to the plant by the back-up generator which functioned well. However, there was a concern about diesel fuel running low for the generator and after trying to contact Bi-State Petroleum to obtain more diesel fuel, A & A Construction generously offered to provide MGSD with the needed fuel. There were no problems within the main facility. After backing up for approximately 18-hours into the irrigation field the effluent began to overflow over the pump station weir, which continued until power was restored. Approximately 450,000 gallons was discharged to the wetlands and Klauber Pond. However, pump station #2 did operate as per its design. There has been only one other discharge in its 15 years of operation which occurred during the 1997 flood when flows exceeded its capacity. The design for pump station #2 which did not include a back-up power supply was approved by NDEP in November, 1985 and the plans were signed by J. Williams. The

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project received grant funding administered by NDEP. David wrote a letter to NDEP describing the December 14-15, 2002 treated effluent diversion, giving background information concerning pump station #2, pictures of what happened, how pump station #2 was designed to perform and that a recommendation would be made to the Board to include back-up power to pump station #2 in the District's next plant expansion project. David related that a bid alternative had been included in the influent pump station bid for back-up power to pump station #2 several years ago. The cost at that time was \$33,000. David related that he would like the Board to consider back-up power to pump station #2 in the next construction project. Bruce Scott felt it was time to reevaluate the back-up power situation and possibly consider including it in the modifications to pump station #3. Discussion followed on the Board being pro-active concerning the back-up power situation. Motion by Leonard Anker to include back-up power to pump station #3 in the next plant expansion. Discussion followed about the time frame for adding back-up power and the problems DCSID is experiencing. Seconded by O.P. Brown, Jr. Vote: 4 ayes, 0 nays.

Engineer's Report: Bruce Scott related to the Board that with the recent holidays and coordinating problems with the architect, a report was not available for the landscaping design of MGSD's grounds which was discussed at the December, 2002 meeting. Bruce related that a report would be available for the February 4, 2003 meeting.

Bruce Scott related to the Board that he has been trying to get some feed back from Gordon Depaoli as to whether Park Land & Cattle wants a take-out on the highway so he can include it in the pumping system plans. Bruce discussed the pumping system plans, new effluent agreements for Park and Byington and tail water issues. Discussion followed.

Bruce Scott related that the deadline for the emergency plug valve is January 31, 2003 and that the contractor is planning to meet the deadline. The contractor is pre-assembling the equipment and hauling it to the site. Well points are being done this week and the lowering of the water table. Bruce related that the construction would be an interesting thing for the Board to see.

Superintendent's Report:

David LaBarbara discussed an access problem for line maintenance at Centertown and a letter which had been mailed to the property manager to rectify the problem.

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David LaBarbara related that a letter had been received from the Department of Taxation in regard to MGSD's June 30, 2002 audit. Their review of the audit has been completed and there were no violations of statutes or regulations noted.

David LaBarbara related that a digester mixing pump had been included in the 2002-2003 budget in the amount of \$35,000. He advised the Board that the pump was being ordered.

David LaBarbara related that Warren Reed Insurance requested an update of values for MGSD. He has been working with Craig to come up with realistic values for insurance purposes. Prior to insuring with the Nevada Public Agency Insurance Pool, MGSD had no earthquake insurance, but now the coverage is provided. Therefore, the clarifier tanks were not covered because the Board did not think that anything other than earthquake could happen to them. David asked the Board if they wished to cover the clarifier tanks for replacement cost now that earthquake coverage is in place? The actual replacement cost would increase from 8.8 to 10.4 million. The tanks were built to correspond with our seismic zone, although Craig did not know the richter number that corresponds with our zone. David said he would have that information at the next meeting. David felt that the additional premium to cover the tanks to replacement cost would be \$4,000-\$5,000. The Board directed that they wished to know the additional cost to cover the tanks for replacement cost before making a decision. David will obtain the premium cost information.

David LaBarbara related that Bill Peterson will be present at the next meeting with the ordinance changes for Board approval. David is meeting with Bill on January 10, 2003 to go over the ordinances.

David LaBarbara related that the 14-yard dump truck which was ordered in October, 2002 is nearly ready and MGSD should be taking possession of the vehicle soon. The box is being worked on at the present time.

David LaBarbara related that the metal slats in the new gate on the Ironwood side of the facility were impossible to close during the high winds December 14-15, 2002 and that it was necessary to close the gate by tying a rope to the gates and pulling them shut with a pickup truck. David related that the contractor will see what can be done to reinforce the gates or does the Board wish to remove the slats? The Board indicated that they wished to keep the slats in the gate. Discussion followed.

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Meeting adjourned at 8:45 P.M.

Approved: \_\_\_\_\_ By Jerome Etcheberry

# Minden-Gardnerville Sanitation District

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NOTICE OF REGULAR MEETING, TUESDAY, FEBRUARY 4, 2003, 7:00 P.M., BOARD ROOM, MGSD  
TREATMENT PLANT, 1790 HWY. 395, MINDEN, NEVADA

## AGENDA:

7:00 P.M. Call to Order  
7:01 Claims Review and Approval  
7:15 Minutes of January 7, 2003--Action  
7:16 HDR Engineering--Plant Improvements Update--Action  
7:40 Minden Townhomes--Plan Approval and Capacity Request--Action  
7:50 Mackland Unit 3--Plan Approval and Capacity Request--Action  
8:05 Attorney Client Conference--Ordinance Modifications and Reorganization--  
Discussion and Approval  
8:35 Engineer's Report--Action  
8:50 Superintendent's Report--Action  
9:05 Secretary's Report--Action  
9:15 Public Commentary  
9:25 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: 2/5/03



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

Minutes of regular meeting, Tuesday, February 4, 2003, 7:00 P.M.,  
Board Room, MGSD Treatment Plant, 1790 Hwy. 395, Minden, Nevada

Board Members Present:

Michael Henningsen, O.P. Brown, Jr., Ronald Wilcks and Jerome Etchegoyhen

Board Member Absent:

Leonard Anker

Staff Members Present:

David LaBarbara, Bruce Scott and Bonnie Fetic

Others Present:

Craig Olson, Rob Williams, Todd Connelly, Kent Neddenriep and Tyler Thew

Claims Review and Approval: The claims were reviewed by the Board and David LaBarbara. Motion by O. P. Brown, Jr. to approve the claims in the amount of \$247,510.68 and the claims paid during the month of January, 2003 in the amount of \$77,728.46. Seconded by Ronald Wilcks. Vote: 3 ayes, 0 nays, absent; Leonard Anker.

Minutes of January 7, 2003: The minutes of January 7, 2003 were reviewed by the Board. Motion by Ronald Wilcks to accept the minutes of January 7, 2003. Seconded by Michael Henningsen. Vote: 3 ayes, 0 nays, absent; Leonard Anker.

HDR Engineering--Plant Improvements Update--Represented by Craig Olson and Rob Williams. Craig Olson presented a project cost graph for the current grit facility and primary clarifier #3 project. Craig related that the project is ahead of schedule and that most of the new construction was brought on line on February 3, 2003 and that everything is working well. The old buildings on the Hwy. 395 side of the facility are now off line and the demolition phase of the project will start. The original 1967 influent pump station building will be torn down and the rest of the buildings taken off line on Hwy. 395 will be converted into storage space. Craig related that the project is 91% paid, inspection will be tapering off and completion should be approximately April 1, 2003, subject to punch list items. The O & M Manual will need to be completed, but Craig feels that the project will still come in under budget. David LaBarbara discussed the fact that MGSD received no odor complaints this winter. David also related that he felt that Resource Concepts

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inspector, Phil Beebe had done an excellent job. Phil has been very reliable and probably the best inspector MGSD has had. Craig related to the Board that there have been no change orders to date for the project, but that one will be brought in at the end of the project which he expects to be less than 1%. Craig felt that the current project has been the smoothest and best project done at MGSD. Craig discussed the ventilation fan which remains to be installed on the trickling filter. Discussion followed concerning the ventilation fan. The Board discussed the proposed modifications and addition to the existing administration building at length and directed HDR Engineering to prepare a proposal to modify and add an addition to the existing administration building for Board approval. Rob Williams related to the Board that MGSD's current master plan had not been updated since 1997 and that the Board should consider updating the current master plan. Rob discussed elements which could effect changes in the master plan such as changes in flows, pounds per day load, etc. and the impact those changes have on the plant. HDR Engineering could provide a proposal to update the current master plan. Craig felt that an update in the master plan could probably be done with the current budget, but perhaps the Board should wait until the current project is nearer completion to see if the budget dollars will be available. Rob related that the next big construction project would be aeration basins and modification of pump station #2 in approximately 2006. Discussion followed concerning the next construction phase. Craig related that a tour of the newly completed grit and primary clarifier #3 facility could take place in a couple of months if the Board so desires.

Minden Townhomes--Plan Approval and Capacity Request--Represented by Todd Connelly of Lumos & Associates. Plans were presented for the construction of a 31 unit townhomes project to be located approximately behind AM-PM and Clark Properties on Hwy. 395 for Board approval. Bruce Scott presented a letter from Resource Concepts dated January 29, 2003 recommending approval subject to 8 conditions contained in the letter. Bruce discussed item #3 with the Board and Mr. Connelly and explained that the plans indicate a series of buildings containing 3 to 4 townhouse style apartments each. The concept is acceptable to MGSD but the owner must understand that any future creation of separate individual townhomes or condominiums would require a separate lateral for each individually owned property. Bruce related that Mark Neuffer, member of Jumpers LLC, Randall Long, project engineer and Todd Connelly of Lumos and Associates have all been informed of the laterals stipulation in the MGSD ordinance. Discussion followed concerning a separate lateral for each ownership. Bruce recommended that the Board approve the project subject to Resource Concepts letter dated January 29, 2003. Motion by

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/ Michael Henningsen to approve the plans for Minden Townhomes Parcel #1320-30-701-010 located behind the AM-PM and Clark Properties on Highway 395 subject to Resource Concepts letter dated January 29, 2003. MGSD agrees to sell 31.0 units of capacity for the Minden Townhomes project. 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; Leonard Anker.

/ Mackland Unit 3--Plan Approval and Capacity Request--Represented by Kent Neddenriep and Tyler Thew. David LaBarbara informed the Board that the Mackland Unit 3 project is located behind the dead end street at the LDS Church, behind Deseret, Silver Birch and Wildrose. The capacity fee would fall under the 1989 agreement with Mack and MGSD which David explained to the Board. Bruce Scott presented a letter from Resource Concepts dated January 30, 2003, which recommended approval of the plans subject to 9 conditions contained in the letter. Bruce Scott, Mr. Neddenriep and Mr. Thew discussed the flat sewerage slopes in project, line construction, construction meeting the MGSD ordinance and flushing of the line. They also discussed future developments adjacent to the project. Mr. Neddenriep requested 15.0 units of capacity for Mackland Unit 3. Motion by O. P. Brown, Jr. to approve the plans for Mackland Unit 3 subject to Resource Concepts letter dated January 30, 2003 and to sell 15.0 units of capacity as per the 1989 agreement between Mack and MGSD at \$1,125.00 per unit. The rules, regulations and requirements of MGSD are to be met and all fees paid. Seconded by Michael Henningsen. Vote: 3 ayes, 0 nays, absent; Leonard Anker.

Attorney Client Conference--Ordinance Modifications and Reorganization: MGSD legal counsel, Bill Peterson presented three ordinance changes for Board consideration. Bill related that he would have the full MGSD ordinance corrected to include the business impact statement for the March 4, 2003 meeting. Bill reviewed the three ordinance changes with the Board. Motion by O.P. Brown, Jr. to adopt ordinance #151, changing Section V, subsection B.5 which removes the six month penalty to reapply for capacity. Adopt ordinance #152 changing Section IX Subsection P.3.d, which allows the District the option to annex property served under contract of service when the property becomes contiguous to the District. Adopt ordinance #153 changing Section IX, N, Subsection 2 which clarifies the existing ordinance in regard to the 10 year line oversizing reimbursement. Seconded by Ronald Wilcks. The Chairman called for public comment. There were no replies. Vote: 3 ayes, 0 nays, absent; Leonard Anker.

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Bruce Scott discussed the meeting which had taken place the previous week with Bruce Park and Gordon Depaoli in regard to the pipeline placement through the Park property for the Bently pump station and what amenities would be provided to Park Cattle Company to assist them in utilizing MGSD effluent.

Engineer's Report: Bruce Scott presented plans for a landscaping concept which would include the berming that the Board wishes to have constructed inside MGSD's grounds at the corner of Hwy. 395 and extending down Ironwood Drive. Bruce and David LaBarbara discussed large plantings behind the existing trees on Ironwood Drive which would give instant coverage vs. smaller plantings with larger plantings in areas where the trees do not exist. The plantings would be of the evergreen type with vines at the corner of Hwy. 395 and Ironwood. Irrigation and the creation of the berms was discussed. K. G. Walters Construction will be contacted for a price to construct the 3 foot to 4 foot berms. Bruce estimated that the project cost would be in the neighborhood of \$75,000 with all larger plantings and possibly \$10,000 less using a combination of larger and smaller plantings. Discussion followed. The Board generally felt that they would like the berm constructed with the larger plantings. Motion by O.P. Brown, Jr. to authorize Resource Concepts to hire K. G. Walters Construction to perform the berming work for the proposed landscaping inside the MGSD grounds at Hwy. 395 and Ironwood Drive subject to negotiation of a price for the work. A bid is to be obtained for the irrigation and the large plantings to be approved by the Board. Seconded by Michael Henningsen. Vote: 3 ayes, 0 nays, absent Leonard Anker.

Bruce Scott presented an encroachment permit from the State of Nevada for the highway bore needed under Stockyard Road for the effluent project requiring MGSD's signature. The Chairman signed the encroachment permit.

Bruce Scott related to the Board that the emergency valve project on Hwy. 756 and Waterloo Lane had a project deadline of January 31, 2003. The project has not been completed and no time extension request has been received from the contractor. However, a letter was received from A & A Construction, the contractor on the project relating that major problems have surfaced with NDOT concerning traffic control and barricades and requested a change order in the amount of \$12,000 to cover the additional traffic control and barricades costs. Bruce related to the Board that the contractor has a legitimate request, but that he has not had time to research the costs contained in the letter and the traffic situation. Discussion followed. The Board authorized Resource Concepts to investigate reasonable

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costs for the traffic control and barricades situation and inform the Board members.

David LaBarbara discussed Douglas County allowing C of O's without first having MGSD sign off on the green card. Bruce Scott related that he will follow up on the green card situation with the Douglas County chief building official.

David LaBarbara related that he had spoken to Dal Byington about meeting with the Board concerning extension of his effluent agreement with MGSD. Dal is ready to meet with the Board to talk about a long term agreement and does not feel his attorney needs to be present. The Board directed that a special meeting be called for February 12th. or 13th. at either the J.T. or Overland Hotel at 12:00 P.M.

Superintendent's Report: David LaBarbara reported to the Board that in order to cover the primary clarifiers for earthquake insurance for 1.2 million in coverage, the increase in premium would be \$2,400 per year. David related that the other plants he has contacted do not have any coverage on their sewer mains. Discussion followed. The Board directed that earthquake insurance be added in the amount of 1.2 million for the primary clarifiers for a period of one year. The Board will review the earthquake insurance coverage on the primary clarifiers next year.

David LaBarbara informed the Board that delivery had been taken on the 2003 Freightliner 14-yard dump truck and that a check in the amount of \$70,578.00 was delivered to the dealer.

Meeting adjourned at 9:30 P.M.

Approved: 3-4-03 By: Jerome Etcheberry

# **Minden-Gardnerville Sanitation District**

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NOTICE OF SPECIAL MEETING, WEDNESDAY, FEBRUARY 12, 2003, 12:00 P.M., J.T. RESTAURANT  
1426 MAIN STREET, GARDNERVILLE, NEVADA

Agenda:

12:00 P.M. Call to Order  
12:01 Land Application and MGSD Effluent--Discussion and Action  
12:50 Public Commentary  
1:00 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.

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PLEASE DO NOT REMOVE UNTIL: 2/13/03

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

Minutes of special meeting, Wednesday, February 12, 2003, J.T. Restaurant, 1426 Main Street, Gardnerville, Nevada

Board Members Present:

Jerome Etchegoyhen, Michael Henningsen, Ronald Wilcks and O.P. Brown, Jr.

Board Member Absent:

Leonard Anker

Staff Members Present:

David LaBarbara and Bruce Scott

Others Present:

Dal and Barbara Byington

Land Application and MGSD Effluent: The Board discussed the past effluent reuse contract and the recently signed Bently contract with Dal and Barbara Byington. David LaBarbara and Bruce Scott explained the Bently contract time frame, costs, and the future use of treated effluent by the Galeppi Ranch. After discussion the Byingtons said they would get back to the District after they had time to consider the matter.

Bruce Scott discussed the tailwater situation on the Galeppi Ranch and recommended that improvements be effectuated immediately because the State would be inspecting the property for the new permits. Motion by O.P. Brown, Jr. to allow up to \$10,000 for tailwater improvements on the Galeppi Ranch. Seconded by Michael Henningsen. Vote: 3 ayes, 0 nays, absent; Leonard Anker.

Meeting adjourned at 1:45 P.M.

Approved: 3-4-03

By:

Jerome Etchegoyhen

# Minden-Gardnerville Sanitation District


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NOTICE OF REGULAR MEETING, TUESDAY, MARCH 4, 2003, 7:00 P.M., BOARD ROOM, MGSD  
TREATMENT PLANT, 1790 HWY. 395, MINDEN, NEVADA

## AGENDA:

7:00 P.M. Call to Order  
7:01 Claims Review and Approval  
7:15 Minutes of February 4, 2003 and February 12, 2003--Action  
7:16 HDR Engineering--Plant Improvements Update and Design Proposal for  
Administration Building Project--Action  
7:35 Dr. Richard Dragon--Plan Review and Capacity Request--Action  
7:45 Nevada Northwest LLC--Request for Easement on South Side of Muller  
Lane--Discussion and Action  
8:00 Engineer's Report--Action  
8:15 Superintendent's Report--Action  
8:30 Secretary's Report--Action  
8:40 Public Commentary  
8:50 Adjournment



Bonnie D. Feticc-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, Secretary's Report.

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

Minutes of regular meeting, Tuesday, March 4, 2003, 7:00 P.M.,  
Board Room, MGSD Treatment Plant, 1790 Hwy. 395, Minden, Nevada

Board Members Present:

Ronald Wilcks, O.P. Brown, Jr., Jerome Etchegoyhen, Michael Henningsen and Leonard Anker

Staff Members Present:

David LaBarbara, Bruce Scott and Bonnie Fetic

Others Present:

Craig Olson, Kent Neddenriep and Chuck Paya

Claims Review and Approval: The claims were reviewed by the Board and questions answered by David LaBarbara, Craig Olson and Bruce Scott. Motion by Leonard Anker to approve the claims in the amount of \$271,862.51 and to approve the claims paid during the month of February, 2003 in the amount of \$3,757.87. Seconded by O.P. Brown, Jr. Motion carried.

Minutes of February 4, 2003 and February 12, 2003: The Board reviewed the minutes of February 4, 2003 and February 12, 2003. Motion by O.P. Brown, Jr. to approve the minutes of February 4, 2003 and February 12, 2003. Seconded by Ronald Wilcks. Motion carried.

HDR Engineering--Plant Improvements Update and Design Proposal for Administration Building Project--Represented by Craig Olson. Craig Olson related to the Board that the current grit facility and primary clarifier #3 project is very close to completion and felt that the project will be completed two to three months ahead of schedule. The demolition of the original 1967 influent pump station building has been completed which will allow better traffic flow when the paving is done. Discussion followed on the items which remain to complete in the project and the marked improvement in odor control. Craig suggested that the Board may want to think about having a tour of the newly completed project. The Board felt they would like to schedule a tour and lunch about May 15, 2003 to include the Douglas County Commissioners, GRGID and representatives from NDEP.

Craig Olson related that the Board had directed him to prepare a proposal to modify and add an addition to the existing administration building at the February 4, 2003 meeting. Craig related that HDR Engineering would not be cost effective for MGSD in architecture, structural and electrical design services and suggested that MGSD use local architect, Robert Oxoby who is a

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well respected architect and is experienced with the caliber of work MGSD requires. HDR Engineering would provide civil, landscaping and mechanical design services and be the project manager. Mr. Oxoby would be a subcontractor to HDR Engineering and his cost included in HDR's proposed project fee of \$145,000 is 12% to 15% of the estimated construction cost. Craig estimates to modify and add an addition to the existing administration building would be in the 1 million dollar range. Discussion followed in regard to the fact that maybe the timing is not right to do the project, providing extra storage to tide the administration building over for a year or two, the fact that it would take a year or two to modify and add to the existing administration building, complete the design and then make a decision whether or not to proceed with the project, the next phase of the MGSD master plan scheduled for 2006 would require plans to be done late in 2004 for the aeration and blower building which would take one year to complete, continuing push for building permits by contractors, the longer the administration building project is put off the more it will cost, move forward with the project, hiring of an architect directly by MGSD and design-build concept, think about the project and discuss at the next board meeting. Bruce Scott felt that HDR Engineering needs to be involved with the civil and mechanical design part of the project because of their knowledge of the plant facility. David LaBarbara related that MGSD already has \$10,000 invested in option 1 which was previously decided by the Board as the best option for modification and addition to the administration building. Craig related that HDR Engineering has taken the plans through the programing step. Another architect would not know the laboratory and shop needs which are known by HDR Engineering and cautioned the Board to get an architect who knows about wastewater treatment plants. Craig related that HDR Engineering wants to do what is best for the District. The Board directed that the design proposal for the administration building project be agendized for the April 1, 2003 meeting to allow the Board time to think about moving ahead with the modification and addition to the existing administration building.

Dr. Richard Dragon--Plan Review and Capacity Request--Represented by Chuck Paya. Plans were presented to the Board for the construction of a dental office for Dr. Richard Dragon at 1234 Waterloo Lane along with an authority to represent signed by the property owner. David LaBarbara related that the owner needed to purchase 4.2 units of capacity for the project. The chemicals from the X-ray machine will not be released into the sewer system. They will be picked up and treated off site. Bruce Scott presented a letter from Resource Concepts dated February 21, 2003 recommending approval subject to five recommendations

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contained in the letter. Motion by Ronald Wilcks to approve the plans for the construction of a dental office for Dr. Richard Dragon at 1234 Waterloo Lane subject to Resource Concepts letter dated February 21, 2003. MGSD agrees to sell 4.2 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.

Nevada Northwest LLC--Request for Easement on South Side of Muller Lane--Represented by Kent Neddenriep. Mr. Neddenriep related to the Board that Nevada Northwest LLC is requesting that MGSD consider allowing a right-of-way easement 1,000 feet long by 20 feet wide on the south side of Muller Lane to allow the widening of the intersection of Muller Lane. This will allow the Muller Lane alignment to be extended across at the existing intersection with US 395 and realigned within the Bently property. There will be a traffic light at the intersection. Douglas County requires three lanes of traffic and the existing road is not wide enough. Nevada Northwest LLC is required by the County to obtain the easement which will be in the County's name. The south side of Muller Lane would be preferable due to the utilities on the north side of the road. Discussion followed on the value of the proposed easement, what Nevada Northwest LLC would offer MGSD in exchange for the easement, what has been given to other property owners for easements, possible upgrade of MGSD's line at Muller Lane along with paving of the driveway and land leveling, the fact that MGSD bought the land at Muller Lane and Hwy. 395 as a buffer. Kent related that if Nevada Northwest LLC cannot obtain an easement from MGSD then Douglas County would step in and if the County failed possible condemnation action would be taken. Discussion followed on what would be attractive to MGSD in exchange for the proposed easement, easement value in dollars, area requirements for three lanes, time frame for the project, changing the easement request to a pie shape with zero on one end and 20 feet on the other which would require half the area requested. The Board related that they would like to have time to think about the easement request by Nevada Northwest LLC and directed that the item be agendaized for the April 1, 2003 meeting and that perhaps Mr. Bruce of Nevada Northwest LLC would like to attend the meeting.

Engineer's Report: Bruce Scott related that there are problems with the soil to be used for the berms in the landscaping project on Ironwood Drive, but that localized amendments for plant soil are being looked into and the project is moving ahead. Resource Concepts is working with Craig Witt. Bruce discussed the pH in the soil and the soil surface area. K.G. Walters Construction will create and rough grade the berms on a time and materials

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basis. The landscape contractor will finish the grade, the irrigation system, add the soil amendments, install the block around the electrical vaults and plant the materials. The contract will have a one year replacement clause.

Bruce Scott reported that he had met with Dal Byington and Will Kolbe in regard to rebuilding and touching up existing berms and ditches on the Galeppi Ranch. Headgates from Walker River Precast have been ordered, but they do not deliver and Bruce asked if Henry Dreyer might be able to pick them up or should someone be hired to bring them to the Galeppi Ranch? The Board directed that Will Kolbe should pick up the headgates from Walker River Precast.

Bruce Scott related to the Board that as per Board direction he had investigated the costs for traffic control and barricade requirements by NDOT for the emergency valve project on Hwy. 756 and Waterloo Lane and had discussed the additional cost with the majority of the Board members. A & A Construction had requested additional costs of \$12,000 and an agreement was reached with A & A Construction for \$9,852.85 for the traffic control and barricades required by NDOT, which Bruce felt was a fair price. There were also additional legitimate costs of delay due to accessibility causing equipment to be tied up totaling \$8,127.40, core drilling in manhole of \$1,176.00, installation of valve box in the flat top of \$447.85 and bond expense of \$282.30, bringing the total for A & A Construction to \$40,259.90. Bruce felt that the extra costs are legitimate and fair and recommended that the Board approve the bill for A & A Construction. Bruce is recommending that no retention be withheld since there are no equipment suppliers in A & A Construction's bill. Bruce related that A & A Construction had done a nice job, but that it had been a very difficult job since there were so many problems. Bruce related that there may possibly be a refund of about \$2,000 on some returned products. Mr. Anker related that he wished to abstain from discussion and vote on the item before the Board due to a conflict of interest. Discussion followed concerning the emergency valve project and the fact that the project turned out to be \$20,000 more than the original cost estimates. Motion by O.P. Brown, Jr. to approve payment of \$40,259.90 to A & A Construction for construction costs for the emergency plug valve at Waterloo and Hwy. 756. Seconded by Ronald Wilcks. Vote: 3 ayes, 0 nays, abstain; Leonard Anker.

Bruce Scott related that Jim Usher had reported to him that Bently will be ready to go out to bid on their part of the effluent disposal project during the week of March 10, 2003. The Bently plans call for 18-inch pipe. Bruce discussed the fact

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that ductile iron pipe is competitive with PVC, which is larger in diameter in the inside than PVC and recommended that the Board consider 20-inch ductile iron pipe at an additional oversizing cost of \$225,000 on the Bently portion of the line. Bruce related that if the power costs remain the same it will save on costs and if power costs escalate, it will save even more and felt that oversizing the pipe would be a sound decision. Other factors would be the addition of extra capacity, safety factor and longer pipe life time. Bruce discussed the line oversizing. Discussion followed on pipe costs and installation. Motion by Leonard Anker to authorize the additional expenditure of up to \$225,000 for oversizing on the Bently side of the pipeline from 18-inch to 20-inch subject to review of reasonable costs by Resource Concepts. Seconded by O.P. Brown, Jr. Motion carried. Bruce related that Resource Concepts will be ready to go to bid for MGSD's portion of the project by the middle to end of April, 2003. Bently expects to start their dam in April, 2003.

Bruce Scott informed the Board that Bill Peterson will need to get involved in the underlying water rights on MGSD's treated effluent which will need to be clarified. Bruce related that he would contract Bill Peterson concerning the issue. MGSD will also need to apply for a new application to apply effluent on the Bently property.

Bruce Scott reported that Gordon Depaoli had left a voice mail message indicating that the draft agreement would arrive soon for Pack Land and Cattle.

Leonard Anker gave Bruce Scott some information concerning the Corp. of Engineers which Bruce will research.

Superintendent's Report: David LaBarbara informed the Board that the tentative budget for 2003-2004 will be on the April 1, 2003 agenda.

David LaBarbara reported that the State has prepared a draft discharge permit which should be received by MGSD soon. The permit spells out the guidelines which the plant must operate under. David related that he will review the draft along with Marvin Tebeau of Resource Concepts. MGSD will have to make comments in regard to the draft discharge permit, which he felt will probably be due before the next board meeting. David expects a chlorine requirement and permit requirements for effluent and biosolids end users.

David LaBarbara reported that he was given a tour of the Bently reservoir site by Jack Norberg. David described the site to the

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Board. David feels that it is imperative that MGSD move as quickly as possible with the effluent project so that it can be completed before the winter of 2003.

David LaBarbara reported that Bill Peterson was not able to complete the ordinance for the March 4, 2003 meeting but that he expects to have it ready for the April 1, 2003 meeting.

Meeting adjourned at 10:15 P.M.

Approved: 4-1-03 By: Jerome Etcheberry

# Minden-Gardnerville Sanitation District

P.O. BOX 568  
MINDEN, NEVADA 89423  
775-782-3546  
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NOTICE OF REGULAR MEETING, TUESDAY, APRIL 1, 2003, 7:00 P.M., BOARD ROOM, MGSD  
TREATMENT PLANT, 1790 HWY. 395, MINDEN, NEVADA

## AGENDA:

7:00 P.M. Call to Order  
7:01 Claims Review and Approval  
7:15 Minutes of March 4, 2003  
7:16 HDR Engineering--Administration Building Design Discussion and Action  
Plant Improvements Update Discussion & Action  
7:35 John Perra & Bonnie Burr-Viola Park--Request for Encroachment Easement--  
Action (Douglas Avenue & Meadow Lane)  
7:45 Nevada Northwest LLC--Request for Easement on Muller Lane--Action  
8:00 Lucerne Center--Improvement Plans Approval--Action  
Stodick Parkway (Lucerne Street and Hwy. 395)  
8:10 Stodick Parkway--Sewer Main Acceptance and As-Built Approval--Action  
8:20 Minden-Gardnerville Sanitation District--Tentative Budget 2003-2004--  
Action  
8:35 Engineer's Report--Action  
8:50 Superintendent's Report--Action  
9:05 Secretary's Report--Action  
9:15 Public Commentary  
9:25 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 may be considered as time permits between the above scheduled items: Engineer's Report, Superintendent's Report, 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: 4/2/03

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

Minutes of regular meeting, Tuesday, April 1, 2003, 7:00 P.M.,  
Board Room, MGSD Treatment Plant, 1790 Hwy. 395, Minden, Nevada

Board Members Present:

Ronald Wilcks, Leonard Anker, Michael Henningsen, Jerome  
Etchegoyhen and O.P. Brown, Jr.

Staff Members Present:

David LaBarbara, Bruce Scott and Bonnie Fetic

Others Present:

Craig Olson, Kent Neddenriep, Rose Towner, John Perra, Ray Perra,  
and Michelle Godde

Claims Review and Approval: The claims were reviewed by the  
Board and questions answered by David LaBarbara, Craig Olson and  
Bruce Scott. Motion by Leonard Anker to approve the claims in  
the amount of \$150,347.10 and to approve the claims paid during  
the month of March, 2003 in the amount of \$44,716.71. Seconded  
by O.P. Brown, Jr. Motion carried.

Minutes of March 4, 2003: The Board reviewed the minutes of  
March 4, 2003. Motion by O.P. Brown of approve the minutes of  
March 4, 2003. Seconded by Ronald Wilcks. Motion carried.

HDR Engineering--Administration Building Design Discussion and  
Action and Plant Improvements Update Discussion and Action--  
Represented by Craig Olson. Craig Olson related to the Board  
that the remaining major elements to complete the current  
construction project are the boiler and the paving. Craig felt  
that the project should be done near the end of April, 2003.  
Craig related that notice of substantial completion has not been  
issued. The Board had discussed having a tour of the newly  
completed project as in the past and Craig suggested that the  
Board consider a May, 2003 date. Discussion followed and it was  
decided that probably the best time to have lunch and a tour of  
the project would be on a commissioners meeting date. Craig  
related that K.G. Walters Construction is planning their usual  
end of construction barbecue on May 1, 2003. The Board related  
to Craig that they were very pleased with the construction of the  
current project.

Craig Olson related to the Board that he had done nothing further  
since the last meeting in regard to modification and adding an  
addition to the administration building since the Board had  
indicated that they wished to think about whether or not to move



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ahead with the design. Mr. Anker felt that in view of the fact that MGSD has approximately 2.25 million in commitments, perhaps an immediate solution would be to purchase shipping containers for additional storage and if immediate additional building space is needed, the board room could be utilized and meetings could be held at another location. However, the quick solution would not serve long term. The second solution would be to go ahead with the design. Mr. Etchegoyhen felt that MGSD will be required to do more and more laboratory testing and would like to see the District move forward with the design. David LaBarbara related that he would like to see the Board move forth with the design and get ready for the future needs of MGSD. Mr. Henningsen voiced his concern that the design be done in a realistic time frame to that of construction. The Board generally felt that they wishes to proceed with the design. Discussion followed on square foot cost, demo of old building, option 1 and option 2 plans, option 1 plan most cost effective, design cost, future added office staff, current space problem for rest of the MGSD staff, lab expenses and requirements, and consider design so that construction could move quickly when MGSD is ready to construct. Craig related that Mr. Oxoby was informed that a rendering had been done and he is not being given carte blanche. He would be given guidelines and supervision would be done by HDR Engineering. The estimate given by HDR Engineering includes design, construction and a 20% contingency. Craig related that there is a gap in the next plant expansion which is not slated until 2006. That construction would include activated sludge, blower, building, sludge thickening and chlorine contact tank. Craig pointed out that MGSD will not be spending 2.5 to 3.0 million every other year as in the past. David related that he did not see any massive changes in the option 1 rendering. Motion by O.P. Brown, Jr. to authorize HDR Engineering to move forward with the design of an addition to the MGSD administration building and modification of the old part of the building as per HDR Engineering proposal dated March 4, 2003. Seconded by Ronald Wilcks. Vote: 3 ayes, 1 nay being Leonard Anker. Craig related to the Board that he will work closely with the Board and MGSD staff to have a functional building.

John Perra & Bonnie Burr-Viola Park--Request for Encroachment Easement--Represented by John Perra and Ray Perra. David LaBarbara presented letters from John Perra dated March 13, 2003 for his property at 1234 Douglas Avenue and Bonnie Park-Burr and Viola Park dated March 15, 2003 for their property at 1236 Douglas Avenue, requesting the installation of a metal culvert in the Jepsen-Martin and Ezell ditch which runs along side and over the MGSD sewer line. Douglas County requires that the Perra property have a garage for off street parking. Installing the culvert and back fill will allow a place for his vehicles to

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turn around preventing the need to back out of the driveway and onto the street. David LaBarbara pointed out the area on the map and explained the proposed encroachment to the Board. Bruce Scott related that the request was not unreasonable and that he could see no future problems with their request. However, Bruce stressed that the construction should be carefully done to protect MGSD's line and that the line should be inspected after construction. Bruce stressed that no permanent structure can be built over a sewer line. Motion by O. P. Brown, Jr. to approve an encroachment in the MGSD easement for the installation of a metal culvert in the Jepsen-Martin and Ezell ditch which runs along side and over the MGSD sewer line for John Perra, Bonnie Burr-Park and Viola Park, subject to inspection and proof of the integrity of MGSD's line after construction. Seconded by Michael Henningsen. Motion carried.

Nevada Northwest LLC--Request for Easement on Muller Lane--  
Represented by Kent Neddenriep. Mr. Neddenriep reminded the Board that he had been present at the March 4, 2003 meeting to request an easement from MGSD on the south side of Muller Lane to allow room enough for a left, straight and right hand lane required by Douglas County for the proposed traffic light at Muller Lane and Hwy. 395. Mr. Neddenriep related that he is requesting MGSD's dedication of land on Nevada Northwest LLC's behalf for a public right of way. It was suggested that perhaps a reasonable exchange for the right of way would be to replace or parallel the existing effluent pipe crossing on Muller Lane with a 36" conductor steel casing with 20" ductile iron pipe inside the casing. Discussion followed on open cutting of the highway, starting the easement at zero going into a triangle, difficulty in establishing value of easement without appraisal, slope, cost and pipe fitting in present location. Mr. Neddenriep felt that Mr. Bruce of Nevada Northwest LLC would be agreeable to the pipe installation in exchange for the requested easement. Motion by Leonard Anker that MGSD agrees to provide a right of way easement along the south side of Muller Lane to Nevada Northwest LLC, the dimensions to be a triangle of 825 feet long by 20 feet wide, followed by a rectangle of 175 feet long by 20 feet wide with an additional triangle at the intersection of Hwy. 395 & Muller Lane of 30 feet long by 20 feet wide in exchange for replacement of the existing fence and replace or parallel the existing effluent pipe which crosses Muller Lane with 36" conductor steel casing with 20" ductile iron pipe inside the casing at Muller Lane and Hwy. 395. It is the opinion of the Board that this would be a reasonable exchange of value for an easement on the south side of Muller Lane. The rules, regulations and requirements of MGSD are to be met and all fees paid. Seconded by O. P. Brown, Jr. Motion carried.

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Lucerne Center--Improvement Plans Approval--Represented by Kent Neddenriep. Mr. Neddenriep explained the six commercial lots located behind Verus Realty at Lucerne and Hwy. 395. Mr. Neddenriep related that there are no proposed tenants for the lots at this time. Bruce Scott presented a letter from Resource Concepts dated March 25, 2003 recommending approval of the plans subject to six conditions contained in the letter. Discussion followed concerning easement requirements and the long runs of the laterals. Bruce related that he will work with the engineer in regard to the slopes. Motion by Leonard Anker to approve the improvement plans for Lucerne Center Parcel numbers 2A-1, 2A-2, 2A-3, 2A-4, 2A-5 and 2A-6 located behind Verus Realty at Lucerne and Hwy. 395, subject to Resource Concepts letter dated March 13, 2003. The rules, regulations and requirements of MGSD are to be met and all fees paid. Seconded by Michael Henningsen. Motion carried.

Stodick Parkway--Sewer Main Acceptance and As-Built Approval--Represented by Kent Neddenriep. Mr. Neddenriep was present to request sewer main acceptance and as-built drawings approval for Stodick Parkway. David pointed out the area on the map for Board review. The requested sewer main approval consists of four manhole runs going northeast from Crestmore apartments to the Stodick property. David related that testing has been completed and it is in order to approve the line. Bruce Scott presented a letter from Resource Concepts dated March 26, 2003 recommending approval subject to five conditions contained in the letter. Mr. Neddenriep related that he is in agreement with Resource Concepts recommendations. Motion by Ronald Wilcks to approve the sewer main and as-builts for Stodick Parkway subject to Resource Concepts letter dated March 26, 2003. Seconded by O.P. Brown, Jr. Motion carried.

Minden-Gardnerville Sanitation District--Tentative Budget 2003-2004: David LaBarbara reviewed the MGSD tentative budget for the fiscal year 2003-2004 in detail. The capital expenditures included in the tentative budget were also discussed as well as the depreciation figure. David related that he had kept the ad-valorem tax rate the same as the previous fiscal year at .1224. However, the Board could raise the tax rate as high as .1978 if they so desired. David related that he felt that MGSD is in good financial condition and that the present user fee rate is adequate to cover the operation of the plant. David related that the public hearing for the final budget is scheduled for May 15, 2003 at 12:30 P.M. Motion by Leonard Anker to approve the MGSD tentative budget for 2003-2004 and to retain the tax rate of .1224. Seconded by O.P. Brown, Jr. Motion carried.

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Engineer's Report--Bruce Scott reported that the replacement of the monitoring wells previously approved by the Board will be completed in the next several weeks. Will Kolby is ready to do the gates and berming work at the Galeppi Ranch. Bruce also reported that he is working with Gordon DePaoli on the easements for Park Cattle Company. However, because Bently was involved in the Dangberg land sale, Bently has to agree to extinguish the old easements and issue new easements.

Bruce Scott related that he had investigated the information concerning the Corp. of Engineers given to him at the March 4, 2003 meeting by Leonard Anker. The U.S. Supreme Court made a narrow ruling based on migratory birds. The Corp. of Engineers is now requesting input from the Supreme Court based on their ruling.

Bruce Scott reported to the Board that K. G. Walters Construction has created 4 to 4 1/2 foot rough berms for the landscaping project on Ironwood Drive. Discussion followed on increasing the height of the berm to 5 feet or more. Bruce discussed the problem in increasing the height of the berm at the edge of the existing dirt pile and the possibly adding a low keystone brick wall for toe protection and making the berm steeper on the back side. Bruce explained the slope and material planting. Discussion followed on berms, \$63,000 to move the dirt, what to do with the dirt and shape of the berm, and addition of 1 1/2 to 2 feet of keystone brick along the berms. The Board instructed Bruce to try to increase the berms in height, leave the dirt where it is and add 1 1/2 to 2 feet of keystone brick along Ironwood Drive.

Bruce Scott informed the Board that he had talked to Jim Usher and that Bently will be opening bids for their total project on April 3, 2003. Bruce presented preliminary concept plans for MGSD's effluent line and pump station which he explained to the Board. Bruce related that Resource Concepts is working with HDR Engineering on the project and he expects the project to be out for bid by the May, 2003 meeting with bid award at the June, 2003 meeting.

Superintendent's Report: David LaBarbara reported to the Board that he and Marvin Tebeau had a meeting with NDEP concerning comments on the new permit which they will be writing for MGSD. David related that he felt that the meeting had gone very well and that NDEP had accepted many of their suggestions. David discussed the new requirements which will be contained in the new permit that MGSD will have to abide by. The permit has been revised by NDEP and is now being reviewed for changes. The

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permit will then go through the public notice and comment process.

David LaBarbara reported that MGSD legal counsel, Bill Peterson was not on the agenda due to recent surgery.

David LaBarbara reported that the grant money from Douglas County for MGSD's emergency valve project at Waterloo and Hwy. 756 has been requested and that MGSD should be receiving \$32,054.00 shortly.

David LaBarbara reported that Sierra Pacific Power Company had installed a new meter which will take continuous power consumption readings which can be downloaded and reviewed to see where the power is being consumed within the MGSD plant.

David LaBarbara reported that the Mackland Unit 3 line has been connected into the GRGID line with no problems. A nice clean connection was made and it was discovered that there was no water at a depth of 10-feet.

David LaBarbara reported that Jim Usher related that the Bently project will go before the planning commission on April 8, 2003. Jim requested representation from MGSD when the project goes before the commissioners. David and Jerome Etchegoyhen will attend the commissioners meeting.

Meeting adjourned at 10:10 P.M.

Approved: 5-6-03 By Jerome Etchegoyhen

## Minden-Gardnerville Sanitation District

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P.O. BOX 568  
MINDEN, NEVADA 89423  
775-782-3546  
FAX/775-782-4915

NOTICE THAT A POSSIBLE QUORUM OF THE MINDEN-GARDNERVILLE SANITATION DISTRICT BOARD OF TRUSTEES WILL ATTEND A BARBECUE GIVEN BY K.G. WALTERS CONSTRUCTION COMPANY ON MAY 1, 2003 AT THE MINDEN-GARDNERVILLE SANITATION DISTRICT, 1790 HWY. 395, MINDEN, NEVADA BETWEEN THE HOURS OF 12:00 P.M. and 5:00 P.M.



Bonnie D. Fettic-Executive Secretary

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

Please Do Not Remove Until: 5/2/03

# Minden-Gardnerville Sanitation District

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NOTICE OF REGULAR MEETING, TUESDAY, MAY 6, 2003, 7:00 P.M., BOARD ROOM, MGSD TREATMENT PLANT, 1790 HWY. 395, MINDEN, NEVADA

## AGENDA:

7:00 P.M. Call to Order  
7:01 Claims Review and Approval  
7:15 Minutes of April 1, 2003--Action  
7:16 Nevada Northwest LLC--Plan Approval and Capacity Request--Action  
(1663 Hwy. 395)  
7:25 Engineer's Report--Action  
7:45 Superintendent's Report--Action  
8:00 Secretary's Report--Action  
8:10 Public Commentary  
8:20 Adjournment



Bonnie D. Fettic-Executive Secretary

Any agenda item represented by an attorney must have given fifteen days notice to 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: 5/7/03

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

Minutes of regular meeting, May 6, 2003, 7:00 P.M., Board Room,  
MGSD Treatment Plant, 1790 Hwy. 395, Minden, Nevada

Board Members Present:

Ronald Wilcks, O.P. Brown, Jr., Leonard Anker, Michael Henningsen  
and Jerome Etchegoyhen

Staff Members Present:

David LaBarbara, Bruce Scott and Bonnie Fetic

Others Present:

Rob Anderson

Claims Review and Approval: The claims were reviewed by the Board and questions answered by David LaBarbara and Bruce Scott. Motion by Leonard Anker to approve the claims in the amount of \$121,750.82 and to approve the claims paid during the month of April, 2003 in the amount of \$2,716.74. Seconded by O.P. Brown, Jr. Motion carried.

Minutes of April 1, 2003: The Board reviewed the minutes of April 1, 2003. Motion by O.P. Brown, Jr. to approve the minutes of April 1, 2003. Seconded by Ronald Wilcks. Motion carried.

Nevada Northwest LLC--Plan Approval and Capacity Request--  
Represented by Rob Anderson. Plans were presented to the Board for speculative offices located at 1663 Hwy. 395. David LaBarbara related to the Board that the present building previously owned by Golconda, Inc. and Mike Gilbert which had most recently been occupied by Nexus would be demolished and a new building built on the site. 4.20 units of capacity would be required for the new structure. There is 1.0 unit of existing capacity and therefore, the owner would have to purchase 3.20 units of capacity. David also related that if the building exceeds normal business hours, that additional capacity may be required. Bruce Scott presented a letter from Resource Concepts dated April 30, 2003 recommending approval of the project subject to four conditions contained in the letter. Motion by Leonard Anker to approve the plans for Nevada Northwest LLC for the construction of speculative offices at 1663 Hwy. 395 subject to Resource Concepts letter dated April 30, 2003. There is 1.0 unit of existing capacity and MGSD agrees to sell 3.20 units of capacity making the total project capacity 4.20 units. The rules, regulations and requirements of MGSD are to be met and all fees paid. Seconded by Michael Henningsen. Motion carried.

Engineer's Report: Bruce Scott explained to the Board that



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Resource Concepts did not present their April 30, 2003 bill totaling \$34,226.10 to MGSD by the deadline for payment and requested that the Board consider approving the bill so that it could be paid at a later date during the month of May, 2003. Bruce reviewed the billing with the Board explaining various charges and work performed. Bruce went into detail regarding the filings with the Nevada Division of Water Resources for effluent generated by MGSD. Application was made for a primary permit in the name of MGSD and four secondary applications in the names of Galeppi Land and Livestock, Park Cattle Company, Bently Family Limited Partnership and MGSD. Bruce related that a bill in the amount of \$1,765.00 was received from Will Kolbe for work done at Galeppi Land and Livestock for ditches and berming, which has significantly improved the ability for Dal Byington to control the tailwater. The Board had authorized up to \$10,000 for tailwater improvements on February 12, 2003. Bruce requested that the Board approve payment of Mr. Kolbe's bill. Bruce presented a formal schedule for Board review for the pump station final design plans, advertisement for bids, bid award and project construction. Bruce related that plans should be out for bid the last week in May, with bid opening in late June and project award in late June or the July 1, 2003 meeting. Bruce explained what is completed and what remains to be done on the bid documents. Bruce discussed the project staff review with the County, the ditch committee and NDOT as well as County fees and service from Sierra Pacific Power. Mr. Anker expressed his disappointment in the length of time that it has taken Resource Concepts to complete the plans and get the project out to bid. MGSD is willing to have a special meeting if it will move the project along. Bruce briefly reviewed the remaining Resource Concepts invoices for April, 2003. Motion by Leonard Anker to approve Will Kolbe's bill dated April 15, 2003 for ditches and berming at Galeppi Land and Livestock in the amount of \$1,756.00. Seconded by Michael Henningsen. Motion carried. Motion by Leonard Anker to approve Resource Concepts bill dated April 30, 2003 in the amount of \$34,226.10. Seconded by Ronald Wilcks. Motion carried. David LaBarbara reviewed the effluent agreement between MGSD, Dangberg and Galeppi dated September 16, 1983.

Bruce Scott related that Greg Lynn wanted to know if MGSD wished to get rid of some of the dirt pile on MGSD's premises. Greg would remove some of the dirt at no cost to the District. Discussion followed on making a certain portion of the dirt available to contractors at no cost to the District, how MGSD could utilize the dirt, get rid of all the dirt, keep all of the dirt, give away part of the dirt and keep some of the dirt, contact NRSC to use some of the dirt in the wetlands. The Board made no decision as to use of the dirt on MGSD's premises.

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Bruce Scott reported that the lateral for the Bill Heise property at 1576 Hwy. 395 which runs through Bruce Wise/Douglas Fabrication property at 1578 Hwy. 395 has been corrected by pipe bursting.

Superintendent's Report: David LaBarbara reported to the Board that Carson City has raised their capacity/connection fee from approximately \$2,200 to \$5,800. David also discussed the fees charged by Indian Hills General Improvement District and Douglas County. MGSD's capacity and connection fees are the lowest in the area.

David LaBarbara reported to the Board that MGSD has received a grant reimbursement for the emergency valve project at Waterloo and Hwy. 756 in the amount of \$32,052.00 from Douglas County.

David LaBarbara discussed the proposed new ordinance received from Bill Peterson which he has renamed MGSD Code. Bill has requested that the MGSD Code be carefully reviewed by David and Bruce Scott and that the Board be fully satisfied with the organization and structure before its adoption. David related that Bill will try to be present at the June 3, 2003 meeting. The Board Members were each provided with a copy of the proposed MGSD Code.

David LaBarbara reported that the low bid for the Bently effluent storage pipeline and reservoirs was \$4,879,000.

David LaBarbara related that a personnel session is usually scheduled at the June meeting. David discussed if the Board wished to continue having a personnel committee review employee evaluations and make their recommendations to the Board. Jerome Etchegoyhen and O.P. Brown, Jr. will meet with David and make recommendations to the Board at the June 3, 2003 meeting.

David LaBarbara reported that Criag Olson should be present at the June 3, 2003 meeting to make a final change order request for the grit and primary #3 project. David felt that it would probably take HDR Engineering an additional month to complete the O & M manual for the project.

Jerome Etchegoyhen informed the Board Members who were not present at the design meeting for the proposed modification and addition to the existing administration building what had taken place at the meeting on May 1, 2003.

Meeting adjourned at 8:45 P.M.

Approved: 6-3-03

By: Jerome Etchegoyhen

# Minden-Gardnerville Sanitation District

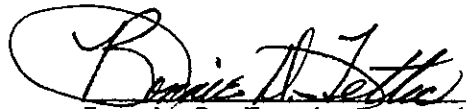
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P.O. BOX 568  
MINDEN, NEVADA 89423  
775-782-3546  
FAX/775-782-4915

NOTICE OF SPECIAL MEETING, THURSDAY, MAY 15, 2003, 12:30 P.M., BOARD ROOM, MGSD  
TREATMENT PLANT, 1790 HWY. 395, MINDEN, NEVADA

## AGENDA:

12:30 P.M. Call to Order  
12:31 Public Hearing for Tentative Budget 2003-2004 and Amended Budget  
2002-2003--Action  
12:45 Public Commentary  
12:55 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.

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: 5/16/03

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

Minutes of special meeting, Thursday, May 15, 2003, 12:30 P.M.,  
Board Room, MGSD Treatment Plant, 1790 Hwy. 395, Minden, Nevada

Board Members Present:

Leonard Anker, O.P. Brown, Jr., Jerome Etchegoyhen and Michael Henningsen

Board Member Absent:

Ronald Wilcks

Staff Members Present:

David LaBarbara and Bonnie Fetic

Others Present:

Richard Peters

Public Hearing for Tentative Budget 2003-2004 and Amended Budget 2002-2003: Richard Peters of Richard J. Peters, Jr. & Co. was present to answer questions concerning the tentative budget and also the amended budget. David LaBarbara and Richard Peters reviewed the tax rate, budget surplus, consolidated tax, capital expenditures and the power expense to pump the effluent to the Bently property within the 2003-2004 tentative budget. David related that he had used conservative income figures and had tried to estimate the budget expenses as accurately as possible. Discussion followed on the budget categories. David reviewed the capital expenditures included in the 2003-2004 tentative budget. Motion by Leonard Anker to adopt the final budget with a tax rate of .1224 ending June 30, 2004. Seconded by O.P. Brown, Jr. The Chairman called for public commentary. There were no replies. Vote: 3 ayes, 0 nays, absent: Ronald Wilcks.

David LaBarbara discussed the proposed amended 2002-2003 budget. Mr. Peters explained that the Department of Taxation will not entertain even exceeding \$1.00 in budget operating expenses, but income can be exceeded. David related that MGSD had higher insurance and power bills than anticipated which were the two primary areas prompting amendment of the current budget. David and Richard reviewed the operating expenses for the current fiscal year. Discussion followed. Motion by Michael Henningsen to adopt the amended budget for the fiscal year 2002-2003 as modified. Seconded by O.P. Brown, Jr. The Chairman called for public commentary. There were no replies. Vote: 3 ayes, 0 nays, absent: Ronald Wilcks

Meeting adjourned at 1:10 P.M.

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Minden-Gardnerville Sanitation District  
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Approved: 6-3-03 By: Jerome Etcheberry

# **Minden-Gardnerville Sanitation District**

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P.O. BOX 568  
MINDEN, NEVADA 89423  
775-782-3546  
FAX/775-782-4915

NOTICE OF REGULAR MEETING, TUESDAY, JUNE 3, 2003, 7:00 P.M., BOARD ROOM, MGSD TREATMENT PLANT, 1790 HWY. 395, MINDEN, NEVADA

## AGENDA:

7:00 P.M. Call to Order  
7:01 Claims Review and Approval  
7:15 Minutes of May 6, 2003 and May 15, 2003--Action  
7:16 Hunan Chinese Restaurant--Plan Approval and Capacity Request--Action  
(Raley's Shopping Center--1357 Hwy. 395)  
7:25 China Chef Restaurant--Plan Approval and Capacity Request--Action  
(Carson Valley Fair--1323 Hwy. 395)  
7:35 Bid Award for MGSD 2003 Site Improvement Project--Action  
7:50 Engineer's Report--Action  
8:10 Superintendent's Report--Action  
8:25 Secretary's Report--Action  
8:35 Personnel Session--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.

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.

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

Minutes of regular meeting, Tuesday, June 3, 2003, 7:00 P.M.,  
Board Room, MGSD Treatment Plant, 1790 Hwy. 395, Minden, Nevada

Board Members Present:

Ronald Wilcks, Leonard Anker, Michael Henningsen, Jerome  
Etchegoyhen and O.P. Brown, Jr.

Staff Members Present:

David LaBarbara, Bruce Scott and Bonnie Fetic

Claims Review and Approval:

The claims were reviewed by the Board and questions were answered  
by David LaBarbara and Bruce Scott. Motion by Leonard Anker to  
approve the claims for June, 2003 in the amount of \$93,375.73 and  
to approve the claims paid during the month of May, 2003 in the  
amount of \$38,847.44. Seconded by O.P. Brown, Jr. Motion  
carried.

Minutes of May 6, 2003 and May 15, 2003: The Secretary informed  
the board that she had corrected page 1 of the May 6, 2003  
minutes to read "motion carried" at the end of the Nevada  
Northwest LLC agenda item. Motion by O. P. Brown, Jr. to approve  
the minutes of May 6, 2003 as corrected and to approve the  
minutes of May 15, 2003. Seconded by Ronald Wilcks. Motion  
carried.

Hunan Chinese Restaurant--Plan Approval and Capacity Request:

David LaBarbara informed the Board that an authorization to  
represent had been received. Plan approval and capacity is  
requested for the Hunan Chinese Restaurant to be located in the  
Raley's Shopping Center at 1363 Hwy. 395, units #5 & #6. David  
recommended that a minimum 750 gallon grease trap be required.  
7.50 units of capacity will be required for the restaurant  
project. There are 3.40 units of existing capacity and  
therefore, a capacity purchase of 4.10 units would be required.  
David recommended approval of the plans subject to the  
installation of a grease trap. Motion by Michael Henningsen to  
approve the plans for the Hunan Chinese Restaurant located in the  
Raley's Shopping Center, 1363 Hwy. 395, units #5 and #6 subject  
to the installation of a minimum 750 gallon grease trap. There  
are 3.40 units of existing capacity and MGSD agrees to sell 4.10  
units of capacity making the total project capacity 7.50 units.  
The rules, regulations and requirements of MGSD are to be met and  
all fees paid. Seconded by Leonard Anker. Motion carried.

China Chef Restaurant-Plan Approval and Capacity Request: David

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LaBarbara related to the Board that the current China Chef Restaurant is located in pad one of the Carson Valley Fair Shopping Center. They wish to move the business back into the main complex of the Carson Valley Fair at 1329 Hwy. 395, units #8 & #9. David related that 7.50 units of capacity will be required for the restaurant project. There is 1.0 unit of existing capacity and therefore, a capacity purchase of 6.50 units will be required. David recommended that a minimum 1,000 gallon grease trap be required. David recommended plan approval subject to the installation of a grease trap. Motion by Leonard Anker to approve the plans for China Chef Restaurant in the Carson Valley Fair Shopping Center, 1329 Hwy. 395, units #8 & #9 subject to a minimum 1,000 gallon grease trap. There is 1.0 unit of existing capacity and MGSD agrees to sell 6.50 units of capacity making the total project capacity 7.50 units. The rules, regulations and requirements of MGSD are to be met and all fees paid. Seconded by Ronald Wilcks. Motion carried.

Bid Award for MGSD 2003 Site Improvements Project: Bruce Scott related to the Board that only one bid had been received for the landscape project along Ironwood Drive. Genoa Trees bid \$36,000 which is near the \$32,000-\$34,000 range estimated by the landscape architect. David LaBarbara related that he had discussed the project with Mr. Getty of Genoa Trees who related to him that the soil for the project was very poor and it was a major concern in his bidding the project. Genoa Trees also planted trees for MGSD several years ago at the corner of Hwy. 395 and Ironwood which have done very well. Discussion followed concerning soils, prevailing wage, and the minute amount of landscapers who do public landscaping work. Bruce related that if MGSD accepts Genoa Trees bid that the total cost would be approximately \$59,000 not including Resource Concepts, the landscape architect and inspection. Initially the total cost was estimated to be between \$65,000 and \$70,000. Bruce recommended that the Board accept the bid of Genoa Trees for the landscaping project. Motion by O. P. Brown, Jr. to award the bid for the MGSD 2003 Site Improvements project to Genoa Trees in the amount of \$36,000.00. Seconded by Ronald Wilcks. Motion carried.

Engineer's Report: Bruce Scott related to the Board as an informational item that he had a meeting with Greg Lynn regarding a major subdivision he wishes to develop in the Gardnerville Ranchos concerning interceptor capacity. Bruce related that there is ample room in the interceptor and was a preliminary inquiry on Mr. Lynn's part. The project would come into one or two places in the GRGID system and Bruce suspected that there would be some bottle necks. Bruce related to the Board his calculations in the interceptor line. Discussion followed.



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Bruce Scott related that Will Kolbe had created a couple of ditches using a backhoe for work authorized by the Board at Galeppi Land and Livestock to help control the tailwater. However, Mr. Byington has some concerns that the cows cannot get out of the ditches and feels that the ditches require some additional manicure work. Bruce related that the additional work would be approximately \$500. The Board agreed that the additional ditch work could be performed at Galeppi Land and Livestock.

Bruce Scott informed the Board that Bill Peterson had talked to Park Land and Cattle's legal counsel Gordon DePoali concerning drafting a new effluent reuse agreement to begin with the current agreement expires in 2008. Marvin Tebeau of Resource Concepts discussed the Galeppi Land and Livestock agreement with Dal Byington and Bruce feels that Resource Concepts will probably give him some points to react to in order to get that agreement moving ahead.

Bruce Scott informed the Board that the MGSD pump station #4 and effluent line project is out to bid. Bid opening is scheduled for June 20, 2003. Bruce wished to know if the Board wanted to award the bid and the regular meeting on July 1, 2003 or to call a special meeting the last week in June, 2003. Bruce related that the contractor will have a five month period of construction. The engineer's estimate is approximately \$890,000. Bruce related that he had talked to Gordon DePoali concerning the easement which runs along the power line. Bruce discussed the pump station and pipeline project. The Board directed that a special meeting would be called on June 24, 2003 at 12:00 P.M. to award the bid for the pump station and pipeline project.

Superintendent's Report: David LaBarbara related to the Board that the public noticing for MGSD's new discharge permit ends on June 24, 2003. David felt that MGSD will probably receive the new permit approximately two to three weeks after the end of the noticing and will be operating on the new permit sometime in July, 2003.

David LaBarbara reported to the Board that MGSD employee, Tim Sheets had attained his Grade II certification. It has been Board policy in the past to increase an employee's salary by 5% upon receiving a higher certification and David related that he would like to continue that policy. The Board agreed. David will implement the 5% salary increase for Tim Sheets.

David LaBarbara related that Craig Olson had told him that a contract between HOR Engineering and architect, Robert Oxoby

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should be signed in July, 2003 for design of the proposed administration building modifications and addition.

David LaBarbara related that Jim Usher informed him that good progress is being made on Bently's pipeline and reservoirs project. David described work which has been accomplished on the pipeline and reservoirs.

David LaBarbara informed the Board that Bill Peterson hopes to be able to attend the July 1, 2003 meeting. He will be able to describe the changes and answer questions concerning the revised MGSD ordinance. David related that he has not had a chance to complete his word by word review of the completed ordinance which made up of all the various ordinances which have been passed by the Board over the years as well as the new ordinance changes the Board directed Bill to implement. David related that Bruce Scott is also carefully reviewing the technical portion of the revised ordinance.

David LaBarbara related that he had met with the project engineer from Barton who related to him that there will be substantial building revisions at the Carson Valley Medical Center. David described the various improvements they intend to implement and related that the project will probably be on the July 1, 2003 meeting agenda.

Personnel Session: The personnel committee composed of O. P. Brown, Jr., Jerome Etchegoyhen and David LaBarbara presented their findings and recommendations to the Board concerning salaries and salary ranges along with the results of employee evaluations. Discussion followed. Motion by Leonard Anker to accept the recommendations of the personnel committee concerning employees salaries. Seconded by O.P. Brown, Jr. Motion carried.

Meeting adjourned at 8:30 P.M.

Approved: \_\_\_\_\_

7-1-03

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

*Jerome Etchegoyhen*

# Minden-Gardnerville Sanitation District

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P.O. BOX 568  
MINDEN, NEVADA 89423  
775-782-3546  
FAX/775-782-4915

NOTICE OF SPECIAL MEETING, TUESDAY, JUNE 24, 2003, 12:30 P.M., BOARD ROOM, MGSD  
TREATMENT PLANT, 1790 HWY. 395, MINDEN, NEVADA

AGENDA:

12:30 P.M. Call to Order  
12:31 Bid Award for Minden-Gardnerville Sanitation District Pump Station  
No. 4 & Effluent Line Project--Action  
12:50 Public Commentary  
1:00 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.

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: 6/25/03

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

Minutes of special meeting, Tuesday, June 24, 2003, 12:30 P.M.,  
Board Room, MGSD Treatment Plant, 1790 Hwy. 395, Minden, Nevada

Board Members Present:

Leonard Anker, Michael Henningsen, Ronald Wilcks, O.P. Brown, Jr.  
and Jerome Etchegoyhen

Staff Members Present:

David LaBarbara, Bruce Scott and Bonnie Fetic

Others Present:

Todd Connelly and Tony Autino

Bid Award for Minden-Gardnerville Sanitation District Pump Station No. 4 and Effluent Line Project: Bruce Scott informed the Board that the low bidder for the Minden-Gardnerville Sanitation District pump station no. 4 and effluent pipe line project, A & K Earth Movers, submitted a responsible and responsive bid in the amount of \$1,279,613.00, which was significantly underestimated by the engineer. However, the four bids submitted are fairly close together. Bruce presented a bidders qualifications list which included license limits, total bids, subcontractors lists, addenda acknowledgements, bid securities, certification of eligibility and work experience submittal for each bid submitted. Bruce related that all the bids were responsible and recommended that the Board award the bid for the pump station and effluent pipe line to A & K Earth Movers. Bruce presented a bid item summary and explained where he thought the difference in dollars was between the engineer's estimate and A & K Earth Movers bid. Bruce also discussed prevailing wage, construction water table, etc. Bruce strongly recommended that the Board make no changes in the quality of the pipe and equipment contained in the bid specifications. Discussion followed concerning the pipe quality, epoxy lined pipe vs. mortar lined pipe, the fact that the pipe will be filled with water at all times, pipe deterioration, acids which cause deterioration, corrosion, pipe longevity, safety factors, etc. Todd Connelly felt the low bidder, A & K Earth Movers was a responsible and responsive bid. A & K Earth Movers has a very good reputation and are qualified to perform the work. Todd recommended that the Board accept their bid for the project. David LaBarbara discussed the project being on line in January, 2004 and discussed what could be done to get the submittals facilitated as soon as possible. Tony Autino of A & K Earth Movers was present and related that he had already notified Jim Billings that the bid had not been awarded, but that submittals will probably be coming shortly. Mr. Autino indicated 16 to 18

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weeks lead time. A & K Earth Movers is also doing the Bently reservoir and pipe line project which will facilitate the connection into the Bently line. Discussion followed. Bruce presented a bid schedule summary table outlining the costs making up the engineer's estimate and the estimate of each bidder item by item. Bruce reviewed the summary table with the Board. Discussion followed. Mr. Anker related that he was impressed by the closeness of the two low bids, however, he was disappointed in the discrepancy between the original engineer's estimate, upon which the board made their decision to negotiate the Bently contract, and the substantially larger bid price. Mr. Anker also expressed his concern about the future power bills should there be as much error in their calculation as there had been in the construction estimates. Bruce related he would recheck the power cost estimates. Discussion followed concerning the original estimates which were \$500,000 for the pump station, \$50,000 for the highway boring and a recent addition of approximately \$225,000 for the ductal iron pipe and oversizing. Mr. Etchegoyhen related that he felt it was advantageous to have A & K Earth Movers on both the MGSD and Bently projects. Motion by Leonard Anker to award the Minden-Gardnerville Sanitation District Pump Station No. 4 and Effluent Line project to the low bidder, A & K Earth Movers in the amount of \$1, 279,613.00. The Chairman is authorized to sign all the necessary documents pertinent to the project. Seconded by O. P. Brown, Jr. Motion carried.

Meeting adjourned at 1:00 P.M.

Approved: 7-1-03 By: Jerome Etchegoyhen

# Minden-Gardnerville Sanitation District

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P.O. BOX 568  
MINDEN, NEVADA 89423  
775-782-3546  
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NOTICE OF REGULAR MEETING, TUESDAY, JULY 1, 2003, 7:00 P.M., BOARD ROOM, MGSD TREATMENT PLANT, 1790 HWY. 395, MINDEN, NEVADA

## AGENDA:

7:00 P.M. Call to Order  
7:01 Claims Review and Approval  
7:15 Minutes of June 3, 2003 and June 24, 2003--Action  
7:16 Ordinance Review With MGSD Attorney--Action  
7:35 HDR Engineering--Plant Improvements and Change Order #2--Action  
7:55 Carson Valley Medical Center--Plan Approval and Capacity Request--Action  
8:05 Ironwood Center Apartments--Plan Approval and Capacity Request--Action  
8:15 Minden-Gardnerville Sanitation District Package Insurance Policy--  
Discussion and Action  
8:30 Engineer's Report--Action  
8:45 Superintendent's Report--Action  
9:00 Secretary's Report--Action  
9:10 Public Commentary  
9:20 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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ALL PERSONS attending the meeting are required to sign the guest register.

PLEASE DO NOT REMOVE UNTIL: 7/2/03

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

Minutes of regular meeting, Tuesday, July 1, 2003, 7:00 P.M.,  
Board Room, MGSD Treatment Plant, 1790 Hwy. 395, Minden, Nevada

Board Members Present:

Ronald Wilcks, O. P. Brown, Jr., Jerome Etchegoyhen, Michael Henningsen and Leonard Anker

Staff Members Present:

David LaBarbara, Bruce Scott and Bonnie Fetic

Others Present:

Craig Olson, Rob Williams, Jeff Glover, Rowdy Vaughn, Kent Neddenriep, Tyler Thew and Alan Reed

Claims Review and Approval: The claims were reviewed by the Board and questions were answered by David LaBarbara, Bruce Scott and Craig Olson. Motion by Leonard Anker to approve the claims for June 30, 2003 in the amount of \$203,266.13, the claims paid during the month of June, 2003 in the amount of \$1,648.33 and the claims for July 1, 2003 in the amount of \$111,736.38. Seconded by O.P. Brown, Jr. Motion carried.

Minutes of June 3, 2003 and June 24, 2003: The Board reviewed the minutes of June 3, 2003 and June 24, 2003. Motion by O. P. Brown, Jr. to approve the minutes of June 3, 2003 and June 24, 2003. Seconded by Ronald Wilcks. Motion carried.

Ordinance Review With MGSD Attorney: David LaBarbara reported to the Board that Bill Peterson was not present nor had he returned any of his phone calls inquiring if he would be attending the July 1, 2003 meeting. Hopefully Bill will be at the August 5, 2003 meeting. David related that he had reviewed part one of the revised MGSD ordinance prepared by Bill and had discussed some of his findings with Bill over the phone. Bruce Scott related that he had completed his review of the technical part of the revised ordinance and suggested that he and David meet with Bill and return to the Board with a finished revised ordinance to present for approval. David related that errors in the old ordinance were being cleaned up as well as the additions requested by the Board such as the business impact statement and changes in procedure for annexing contract of service properties which have become contiguous to the district boundary. David and Bruce will set up an ordinance review meeting with Bill.

HDR Engineering--Plant Improvements and Change Order #2: Represented by Craig Olson and Rob Williams. Craig Olson presented change order #2 in the amount of \$71,074.22 for the

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grit facility and primary clarifier #3 project to the Board for review and approval. Craig related that he wanted to wait until the end of the project to present the final change order for Board approval. There are minor punch list items remaining to complete the project. Craig related that the Board had previously approved some of the items included in change order #2 such as berm work for the landscaping, trickling filter fan and entrance gate modifications. Craig reviewed each item and the cost contained in change order #2 with the Board. Craig estimated that the total change orders for the project were approximately 1.3%. With the payment of change order #2, MGSD has completed payment for the project. \$60,000 remains in a retainage account which will be released upon completion of the punch list and after the 30 day notice of completion has expired. The MGSD Secretary will file the notice of completion upon receipt from HDR Engineering. Motion by Leonard Anker to approve change order #2 for K.G. Walters Construction for the grit facility and primary #3 construction project in the amount of \$71,074.22. Seconded by O.P. Brown, Jr. Motion carried. Craig related to the Board that he hopes to have the standard sub-consultant contract between architect, Robert Oxoby and HDR Engineering agreed upon shortly. Craig discussed the issues which have prevented an agreement with the Board. Craig and Rob Williams related to the Board that they do have a back up plan should HDR Engineering fail to reach an agreement with Mr. Oxoby. Rob related that it is their desire to work with a local architect, but that HDR Engineering does have in house architectural services who are licensed in Nevada which they will use if an agreement cannot be negotiated with Mr. Oxoby. The design cost to MGSD will be the same regardless of which architect is used. Rob and Craig both felt that the issue should be resolved in a week. Rob discussed the next phase of plant construction. Design should probably be authorized no later than mid 2004. Rob discussed updating the data in MGSD's master plan which was discussed at the February 4, 2003 meeting. It was decided at that time that a master plan update should be put on hold to see if there are enough budget dollars available in the current HDR Engineering contract to cover the cost. Discussion followed. Bruce Scott discussed the Carson Water Subconservancy District 208 water plan. HDR Engineering will either be present at the August 5, 2003 meeting or advise the Board by letter as to the status of the design for the modification and addition to the administration building. HDR Engineering will be present at the September 2, 2003 meeting to discuss refining the MGSD master plan.

/ Carson Valley Medical Center--Plan Approval and Capacity Request--  
-Represented by Rowdy Vaughn. David LaBarbara informed the Board



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Minden-Gardnerville Sanitation District

July 1, 2003

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that plans were being presented for Board approval for some remodeling of the Carson Valley Medical Center at 1107 Hwy. 395. David related that areas being modified are the emergency room, drain changes in the administration area, addition of hospital beds on the second floor as well as support area and administration. David reviewed the remodel plans with the Board. There are 54.90 existing EDU's and it will be necessary for the purchase of an additional 15.6 EDU's to complete the project. There will be a grease trap added for the dietary area. Bruce related that he had not reviewed the project since it was an all inside remodel. David recommended that the Board approve the plans. Motion by Leonard Anker to approve the remodel plans for the Carson Valley Medical Center located at 1107 Hwy. 395. There are 54.90 existing EDU's and MGSD agrees to sell an additional 15.60 EDU's making the total capacity in the building 70.50 EDU's. The rules, regulations and requirements of MGSD are to be met and all fees paid. Seconded by O. P. Brown, Jr. Motion carried.

Ironwood Center Apartments--Plan Approval and Capacity Request--  
Represented by Kent Neddenriep and Tyler Thew. Plans were presented for Board approval along with an authorization to represent for the construction of 12 4-unit apartment complexes to be located between the Ironwood Shopping complex and the Douglas High football field. The plans also include a laundry and jacuzzi. David LaBarbara related that there are 2.77 existing units of capacity, but that the owner might wish to retain those units for the shopping complex. It will be necessary for the developer to purchase 51.2 EDU's. Bruce Scott presented a review letter from Resource Concepts dated June 25, 2003. Bruce related that the developer plans to maintain the sewer system privately at this time, but is requesting MGSD review the sewer improvements for possible future acceptance by MGSD. Whether public or private, the sewer facilities should be constructed to MGSD standards. Bruce discussed the eight recommendations contained in Resource Concepts letter. Mr. Neddenriep related that he was sure the developer would request that MGSD accept the mains in the future especially if they are built to District standards. Mr. Thew related that each building would be self contained with its own lateral and therefore any future sale would have to be sold as one 4-unit building. David LaBarbara related that the developer desires to obtain building permits immediately and therefore does not want to wait for mains and easement acceptance by the District, so the developer has chosen to have the mains privately owned for the present time. The location of the mains were explained to the Board. Bruce Scott discussed abandonment of old easements and recordation of a 20-wide sewer easement for all lines. Motion by Leonard Anker to

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approve the plans for Ironwood Center Apartment project located between Ironwood Shopping complex and the Douglas High football field, Resource Concepts project #02002.10 subject to Resource Concepts letter dated June 25, 2003 with the added condition that Resource Concepts approve new easements and abandonment of old easements before recordation. MGSD agrees to sell 51.20 units of capacity. The rules, regulations and requirements of MGSD are to be met and all fees paid. Seconded by O.P. Brown, Jr. Motion carried. The issuance of sewer permits was discussed. Bruce related that he would like to have more detail on items #2 and #3 of Resource Concepts June 25, 2003 letter before sewer permits are issued. The representatives agreed.

Minden-Gardnerville Sanitation District Package Insurance Policy: Alan Reed had phoned the district office and related that he would be late for the package insurance agenda item and requested that the item be put back for a few minutes. The Board agreed.

Engineer's Report: Bruce Scott related that he had again reviewed the justification for oversizing the effluent line in the pump station #4 and effluent line project. Oversizing the line from 18" to 20" would save 5.8% per year which would pay for the oversizing of the line in twelve years. After that time, the District would realize the full savings. Bruce explained the calculations to the Board. Bruce related that a meeting is scheduled on July 2, 2003 with David LaBarbara and Larry Rackley who is the field representative for Sierra Pacific Power Co. They will discuss the rates and tariffs and the rates MGSD will fall under at different times of the year. Bruce discussed irrigation times vs. power rates. Bruce projected \$5,550 per month during the irrigation season. Off season rate could be as much as \$12,000. Bruce believed that the effluent could be managed in such a way as to take advantage of the lower rate. David LaBarbara discussed the rules for the agricultural use rate.

Minden-Gardnerville Sanitation District Package Insurance Policy-Represented by Alan Reed of Warren Reed Insurance. Mr. Reed advised the Board that the municipal insurance market is still extremely tight and that the Nevada Public Agency Insurance Pool is insuring some 90 entities at the present time. Basic rates have gone up about 11% which is less than the last few years. Alan related that the Pool had sent out appraisers and that MGSD did have some buildings that were not insured to value. Last year the buildings were insured for 9.7 million and this year 14.0 million. Alan discussed premiums and the insurance industry capacity problems including the building of surplus. Alan discussed the additional coverages MGSD has by insuring with the

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Pool. Discussion followed concerning the project recently completed by MGSD and the addition of insurance to cover the project. David will review the new project with Alan and add appropriate insurance coverage. Motion by O.P. Brown, Jr. to accept the package insurance policy presented by Warren Reed Insurance in the amount of \$52,609.42 for the fiscal year 2003-2004. Seconded by Michael Henningsen. Motion carried.

Engineer's Report: Bruce Scott presented a proposal from Resource Concepts for the construction administration and inspection for the pump station #4 and effluent line project not to exceed \$99,023.00. Bruce related that the proposal would include all surveying, testing, field inspection, review and approval of submittals, shop drawings, construction coordination, contract administration, O & M manuals and completion of record drawings. Resource Concepts estimate is slightly less than 8% of the contract award amount. Phil Beebe who inspected MGSD's last project will be the full time inspector on the job. David LaBarbara related that he felt Phil was the best inspector MGSD has had. Discussion followed. David inquired about start-up and training when the project is completed? Bruce related that start-up and training was included in Resource Concepts proposal. Motion by Ronald Wilcks to approve Resource Concepts proposal dated July 1, 2003 for construction administration and inspection for the pump station #4 and effluent line project not to exceed \$99,203.00. Seconded by O.P. Brown, Jr. Motion carried.

Bruce Scott related to the Board as an informational item that he had met with Greg Lynn and Mike Roder concerning a project south of Ranchos units 7 wrapping around to the east which would include the construction of approximately 2,000 units. Bruce discussed capacity in the GRGID interceptor with them. They would have to go through GRGID for capacity who would have to apply to MGSD. Bruce discussed the master plan and development densities.

Bruce Scott related that he had discussed the Park easement for the export line to Bently with Gordon DePoali. Bruce also related that Bill Peterson and David LaBarbara have a draft copy of the new effluent reuse agreement between Park and MGSD. Hopefully the draft agreement can be discussed with Bill Peterson at the August 5, 2003 meeting. Discussion followed.

Superintendent's Report: David LaBarbara reported that he had received a call from Tyler Thew of R.O. Anderson Engineering concerning the line extension which would serve the proposed housing and shopping center development north of the Dreyer house. They do not think they can get the sewer north of the

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Martin Slough to tie into the Chichester manhole on the west side of Hwy. 395. They don't think they can make the slope and are discussing the installation of a pump station or inverted siphon. David invited Tyler to take some actual shots at the plant. Bruce Scott related that he thought they should be able to get under the slough. Discussion followed.

David LaBarbara related that he had received the service agreement from Instrument Service who provide calibration for MGSD's instruments for the 2003 to 2004 fiscal year. The fees contained in the document are the same as the last four to five years. David will execute the agreement for the next fiscal year.

David LaBarbara discussed the updating of data in MGSD's master plan proposed by HDR Engineering.

David LaBarbara related to the Board that MGSD's new groundwater discharge permit had been received from NDEP. MGSD began operating under the new permit July 1, 2003. David discussed the new testing and reporting requirements under the new discharge permit.

David LaBarbara related to the Board that an initial three week observation of the operation of the plant facility using one trickling filter with the new odor control fan would indicate that it may provide additional capacity because of better oxygen transfer. David described the current operation of the plant facility.

Meeting adjourned at 9:40 P.M.

Approved: 8-5-03

By:

Jerome Etchegoyhen

# Minden-Gardnerville Sanitation District

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P.O. BOX 568  
MINDEN, NEVADA 89423  
775-782-3546  
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NOTICE OF REGULAR MEETING, TUESDAY, AUGUST 5, 2003, 7:00 P.M., BOARD ROOM, MGSD TREATMENT PLANT, 1790 HWY. 395, MINDEN, NEVADA

## AGENDA:

7:00 P.M. Call to Order  
7:01 Claims Review and Approval  
7:15 Minutes of July 1, 2003--Discussion and Action  
7:16 Attorney Client Conference--Ordinance Revision Review and Adoption--  
Discussion and Action  
8:00 Round Table Pizza--Plan Approval and Capacity Request--Discussion and  
Action (Carson Valley Fair Shopping Center)  
8:10 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, 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: August 6, 2003

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

Minutes of regular meeting, Tuesday, August 5, 2003, 7:00 P.M.,  
Board Room, MGSD Treatment Plant, 1790 Hwy. 395, Minden, Nevada

Board Members Present:

O. P. Brown, Jr., Michael Henningsen, Jerome Etchegoyhen, Ronald Wilcks and Leonard Anker

Staff Members Present:

David LaBarbara, Bruce Scott and Bonnie Fettic

Others Present:

Jake Silvera

Claims Review and Approval: The claims were reviewed by the Board and questions were answered by David LaBarbara and Bruce Scott. Motion by Leonard Anker to approve the claims for August, 2003 in the amount of \$111,475.17 and to approve the claims paid during the month of July, 2003 in the amount of \$3,979.71. Seconded by O.P. Brown, Jr. Motion carried.

Minutes of July 1, 2003: The Board reviewed the minutes of July 1, 2003. Motion by O. P. Brown, Jr. to accept the minutes of July 1, 2003. Seconded by Ronald Wilcks. Motion carried.

Attorney Client Conference--Ordinance Revision Review and Adoption: MGSD legal counsel, Bill Peterson was present to review the proposed August 4, 2003 Minden-Gardnerville Sanitation District code. Bill related that he had included all of MGSD's ordinances, the ordinances adopted by the Board on February 4, 2003, the business impact statement, the creation of a table of contents and subject matter. Bill discussed boundary amendments, code titles, sections and subject matters contained in the proposed code. David LaBarbara related to the Board that he and Bruce Scott had a meeting with Bill Peterson per the direction of the Board to review the April 26, 2003 proposed MGSD code and that all errors in chapters 1 through 9 and the errors and obsolete items in the technical portion beginning with chapter 10 of the code has been corrected in the August 4, 2003 version of the proposed code. David recommended that the Board consider removing the stated dollar amounts in the first three lines of chapter 10, section 10.020 and pass the actual engineering and staff costs incurred by the project to the applicant. David related that he was comfortable with the changes that had been made at the meeting with Bill, but that he intended to review the corrected proposed code presented by Bill for any typographical errors, etc. Bruce Scott related that he was in agreement with David and discussed some of the house cleaning items which had

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been taken care of in the technical portion of the proposed code. Discussion followed. Motion by Leonard Anker to adopt Ordinance #154, as presented by MGSD counsel to adopt a new Minden-Gardnerville Sanitation District Code updated and revised on 8/4/03 which completely replaces the old Minden-Gardnerville Sanitation District ordinance except for the elimination of the first three sentences of Chapter 10, Section 10.020. Seconded by O.P. Brown, Jr. Motion carried.

Bill Peterson, the Board, Bruce Scott and David LaBarbara discussed the draft which had been received for the new effluent reuse agreement between Park and MGSD, now being reviewed by Bill. When the Park agreement is acceptable to Bill and the Board, then a similar agreement will be prepared for Byington. Discussion followed concerning a charge being imposed by MGSD for effluent discharge to Byington and Park since Bently made a large initial investment. Bruce discussed the issues regarding the effluent water rights. Bill related that he will modify the Park draft effluent reuse agreement and then recommend Board approval.

Round Table Pizza--Plan Approval and Capacity Request--

Represented by Jake Silvera who represented the owner, Gabrielsen & Co. David LaBarbara presented plans for Board approval along with an authority to represent signed by the property owner for Round Table Pizza which will be located in the old China Chef and the old skate board business in the Carson Valley Fair Shopping Center at 1329 Hwy. 395 units C & D. The capacity requirement is 11.0 units. There is an existing credit of 4.80 from the old China Chef and 1.0 from the old skate board business. The owner has signed a letter dated July 29, 2003 agreeing to allow Round Table Pizza to use 5.20 units of previously purchased capacity to complete their capacity requirement. However, Round Table Pizza will have to pay the connection fee for 5.20 units. A 750 gallon grease trap will also be required. The previous grease trap is inadequate and is also located inside the building which is no longer allowed by the State Health Department. Bruce Scott presented a review letter for the Round Table Pizza project from Resource Concepts dated July 30, 2003 recommending approval subject to two conditions contained in the letter. David related that a modified page, P 2.1 in the plans, is required for Resource Concepts files. Motion by Michael Henningsen to approve the plans for Round Table Pizza to be located in the Carson Valley Fair, 1329 Hwy. 395 units C and D subject to Resource Concepts letter dated July 30, 2003. There is a total of 5.80 units of existing capacity credit and the property owner agrees to provide 5.20 units from previously paid capacity making a capacity total of 11.0 units for the Round Table Pizza project. The rules, regulations and requirements of MGSD are to be met and all fees paid. Seconded by O.P. Brown, Jr. Motion carried.

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Engineer's Report: Bruce Scott reported that the landscaping project on Ironwood Drive is approximately 60% complete and is progressing very well. The trees and irrigation line have been put in and the project should be completed by the September, 2003 meeting.

Bruce Scott reported that he had worked with Gordon DePaoli in regard to the needed Park easements for the pump station #4 and effluent pipeline project.

Bruce Scott reported that he and David LaBarbara had met with Larry Rackley from Sierra Pacific Power Company to talk about effluent pumping costs for the Pump Station #4 project. The best rate that MGSD can realize is the irrigation rate. Bruce explained the various rating schedules offered by Sierra Pacific Power Company. First year estimates are \$30,000 using the irrigation rate and it is expected that GRGID's share of the power cost will be 27% to 30%.

Bruce Scott related to the Board that as an informational item, a couple sets of improvement plans have been received for Muller Lane Parkway. Added work will have to be done for more detailed plans due to their concern of being able to gravity flow into the Chichester interceptor. They are looking into constructing a deeper line coming into the MGSD plant.

Superintendent's Report: David LaBarbara reported that HydroTech has completed the line cleaning and TVing for 2003. Each year they clean 20% to 25% of MGSD's lines which causes the complete MGSD system to be cleaned and TV'd every four to five years. David discussed some of the preliminary findings discovered by HydroTech and related that after the tapes have been reviewed recommendations will be made to the Board for line rehabilitation.

David LaBarbara related to the Board that GRGID's share of fixed costs is in the low 20%'s on the old contract based on their costs being frozen at 469,657 gallons. Discussion followed on the 1974 and 1990 GRGID agreements.

David LaBarbara related that tours could be conducted for any Board Members who wish to see the Bently reservoirs and the related work. David suggested that two Board Members go at a time so that the tour would not have to be noticed. Mr. Brown and Mr. Wilcks related that they had already seen the work being done at the Bently project and gave directions to the site. Mr. Anker and Mr. Henningsen will take a tour and Mr. Etchegoyhen will review the project on his own.



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David LaBarbara related that Craig Olson should be present at the next board meeting to finalize the grit and primary clarifier #3 project. A couple of punch list items remain, but MGSD is still holding \$60,000 in retention.

Mr. Anker discussed MGSD's financial situation for the 2002-2003 fiscal year.

Meeting Adjourned at 8:45 P.M.

Approved: 9-2-03 By: Jerome Ettegayhun

# **Minden-Gardnerville Sanitation District**

P.O. BOX 568  
MINDEN, NEVADA 89423  
775-782-3546  
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NOTICE OF REGULAR MEETING, TUESDAY, SEPTEMBER 2, 2003, 7:00 P.M., BOARD ROOM, MGSD  
TREATMENT PLANT, 1790 HWY. 395, MINDEN, NEVADA

## AGENDA:

- 7:00 P.M. Call to Order
- 7:01 Claims Review and Approval
- 7:15 Minutes of August 5, 2003--Discussion and Action
- 7:16 Chichester Phase 12--Capacity Request--Discussion and Action
- 7:25 Mackland Phase 3--As-Builts Approval and Line Acceptance--Discussion and Action
- 7:40 Park Cattle Company--Annexation Request--Discussion and Action  
(East of Winhaven Subdivision)
- 7:50 Douglas County School District--Annexation Request--Discussion and Action  
(Minden Elementary School)
- 8:00 Nevada Northwest, LLC--Annexation Request--Discussion and Action  
(East of Hwy. 395/South of Muller Lane Proposed Extension)
- 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.

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

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

PLEASE DO NOT REMOVE UNTIL: 9/3/03

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

Minutes of regular meeting, Tuesday, September 2, 2003, 7:00 P.M., Board Room, MGSD Treatment Plant, 1790 Hwy. 395, Minden, Nevada

Board Members Present:

Michael Henningsen, Leonard Anker, Jerome Etchegoyhen, Ronald Wilcks and O.P. Brown, Jr.

Staff Members Present:

David LaBarbara, Bruce Scott and Bonnie Fettic

Others Present:

Kent Neddenriep

Claims Review and Approval: The claims were reviewed by the Board and questions were answered by David LaBarbara and Bruce Scott. Motion by O. P. Brown, Jr. to approve the claims for September, 2003 in the amount of \$171,579.68 and to approve the claims paid during the month of August, 2003 in the amount of \$4,879.64. Seconded by Leonard Anker. Motion carried.

Minutes of August 5, 2003: The Board reviewed the minutes of August 5, 2003. Motion by Ronald Wilcks to approve the minutes of August 5, 2003. Seconded by O. P. Brown, Jr. Motion carried.

Chichester Phase 12--Capacity Request--Represented by Kent Neddenriep. David LaBarbara presented a letter from R. O. Anderson Engineering dated August 8, 2003 requesting 41.0 units of capacity for Chichester Phase 12. There are 2.0 existing units which were previously purchased on November 2, 1999 which would make a total of 43.0 units for Chichester 12. Mr. Anker related that he wished to abstain from discussion or vote on the matter before the Board due to a conflict of interest. The sewer improvements for Chichester Phase 12 have been constructed, but the other utilities have not been completed and the streets are not paved. Line acceptance will be requested from MGSD at a future date when all utilities have been completed. Discussion followed concerning capacity payment due in nine months and the fact that capacity cannot be used unless the sewer improvements are accepted by MGSD. Motion by Michael Henningsen to sell 41.0 units of capacity for Chichester Phase 12. There are 2.0 existing units of capacity making a total of 43.0 units of capacity for Chichester 12. The rules, regulations and requirements of MGSD must be met and all fees paid. Seconded by O.P. Brown, Jr. Vote: 3 ayes, 0 nays, abstain: Leonard Anker.

/ Mackland Phase 3--As-Builts Approval and Line Acceptance--

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Represented by Kent Neddenriep. Mr. Neddenriep requested as-built drawings approval and sewer line acceptance for Mackland Phase 3. Bruce Scott presented a review letter from Resource Concepts dated September 2, 2003 recommending approval subject to 3 conditions contained in the letter. Bruce explained the Mackland Phase 3 area and the construction problems caused by the flat sewerage slopes in the project. Discussion followed concerning the line slopes and future service from the line. David LaBarbara related that all testing by MGSD had been completed and that the line meets the district code. David also related that a set of blue line drawings as well as reproducible as-built drawings need to be provided to MGSD. Motion by Leonard Anker to approve the as-built drawings and to accept the sewer main subject to Resource Concepts letter dated September 2, 2003 for Mackland Phase 3. Seconded by Ronald Wilcks. Motion carried. The final map for Mackland Phase 3 cannot be signed until 1.0 unit of capacity is paid for each lot. Bruce reviewed the final map and related that it was in order for the Chairman to sign it when capacity payment is received.

Park Cattle Company--Annexation Request--Represented by Kent Neddenriep. David LaBarbara informed the Board that a petition for annexation, application fee, preliminary title report, vicinity map and authority to represent had been received from Park Cattle Company for the annexation of approximately 105.39 acres located east of the Winhaven subdivision and north of Buckeye Road. Bruce Scott presented a review letter from Resource Concepts dated August 26, 2003 recommending approval of the annexation with 3 conditions contained in the letter. David related that a boundary line adjustment among three parcels is pending to create the 105.39 acre parcel for annexation. Mr. Neddenriep discussed the proposed sewerage of the property where approximately 280 single family and 40 apartment units will be constructed. Bruce discussed as an informational item, that Park Cattle Company will be required to pay an oversizing reimbursement of approximately \$11,000 for the Bently interceptor on Buckeye in order to obtain MGSD project approval. Motion by Leonard Anker to accept the annexation application of Park Cattle Company for approximately 105.39 acres east of the Winhaven subdivision and north of Buckeye Road, subject to Resource Concepts letter dated August 26, 2003. A public hearing of annexation is to be noticed for October 7, 2003. Seconded by O.P. Brown, Jr. Motion carried.

Douglas County School District--Annexation Request--Represented by Kent Neddenriep. David LaBarbara informed the Board that a petition for annexation, application fee, preliminary title report, vicinity map and authority to represent had been received

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from the Douglas County School District for annexation of the Minden Elementary School parcel containing 10.0 acres located at 1170 Baler, north of Buckeye Road. MGSD has been serving the property by contract of service since 1995, and the Douglas County School District is now formally requesting annexation since the parcel will become contiguous to the district boundary upon approval of annexation for the Park Cattle Company property. Bruce Scott presented a review letter from Resource Concepts dated August 26, 2003 recommending approval of the annexation of the Minden Elementary School property subject to 3 conditions contained in the letter. Motion by Leonard Anker to accept the annexation application of Douglas County School District for annexation of the Minden Elementary School 10.0 acre parcel located at 1170 Baler, north of Buckeye Road, subject to Resource Concepts letter dated August 26, 2003. A public hearing of annexation is to be noticed for October 7, 2003. Seconded by O. P. Brown, Jr. Motion carried.

Nevada Northwest, LLC--Annexation Request--Represented by Kent Neddenriep. David LaBarbara informed the Board that a petition for annexation, application fee, preliminary title report, vicinity map and authority to represent had been received from Nevada Northwest, LLC for 68.02 acres located east of Hwy. 395 and South of the Muller Lane proposed extension. Bruce Scott presented a review letter from Resource Concepts dated August 26, 2003 recommending approval subject to 3 conditions contained in the letter. Discussion followed on the proposed residential and commercial development. Motion by Michael Henningsen to accept the annexation application of Nevada Northwest, LLC 68.02 acre parcel located east of Hwy. 395 and south of the Muller Lane proposed extension, subject to Resource Concepts letter of August 26, 2003. A public hearing of annexation is to be noticed for October 7, 2003. Seconded by Ronald Wilcks. Motion carried.

Engineer's Report: Bruce Scott related to the Board that a line extension agreement had been received from Sierra Pacific Power Company for the pump station #4 and effluent line project. Bruce related that the construction cost is \$27,465, but that Sierra Pacific Power has allowed a construction allowance of \$27,465. However, MGSD will have to pay the tax amount which will be \$5,000+. Sierra Pacific Power requests execution of the agreement and a check for \$768.00 to begin the line extension process. Motion by O.P. Brown, Jr. to authorize the Chairman to sign the line extension agreement for Sierra Pacific Power Company and to issue a check for \$768.00 to begin the line extension process. Seconded by Leonard Anker. Motion carried.

Bruce Scott informed the Board that the landscape project along the Ironwood fence line had been completed and requested that the

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Board accept the work and begin the 12-month warranty for the work. Bruce related that \$1,800 is being held in retention pending the expiration of the notice of completion. Motion by Michael Henningsen to accept the landscape work for the 2003 site improvement project and to start the 12-month warranty which is to run from September 2, 2003 to September 1, 2004. Seconded by O.P. Brown, Jr. Motion carried. Bruce explained the new law concerning the filing of a notice of completion to the Board.

Bruce Scott told the Board that he wanted them to be aware that there is no sewer interceptor planned in Muller Lane for the Monte Vista project.

Superintendent's Report: David LaBarbara informed the Board that Park Cattle Company had sold approximately 4 acres of land to Sierra Pacific Power Company for a sub-station north of MGSD's reservoirs.

David LaBarbara was informed by the inspector on the pump station #4 and effluent line project that bore pits will be dug for the boring under Hwy. 395. Discussion followed.

David LaBarbara presented a letter from Craig Olson dated August 29, 2003 which stated that approximately six punch list items need to be completed before final payment can be made to K. G. Walters Construction for the grit and primary #3 project. MGSD is still holding approximately \$60,000 in retention. Craig anticipates completion of the punch list items in the next two weeks.

David LaBarbara informed the Board that the "Supplement to the 1974 GRGID Contract" calls for the "in lieu of taxes" charge be reassessed periodically. David explained the formula used to determine the appropriate "in lieu of taxes" charge to GRGID. David related that the "in lieu of taxes" charge has increased from \$4.11 to \$4.77 quarterly on each lot which is not exempt and that the required 60 days notice has been sent to GRGID.

David LaBarbara related to the Board that he had taken Alan Biaggi and the new assistant administrator of the Bureau of Water Pollution Control, Dr. John Palm, along with Marvin Tebeau from Resource Concepts on a tour of the new Bently reservoir and the new construction recently completed at MGSD.

Meeting adjourned at 8:45 P.M.

Approved: 10-7-03

By: Jerome Etchegoyan

# Minden-Gardnerville Sanitation District

P.O. BOX 568  
MINDEN, NEVADA 89423  
775-782-3546  
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NOTICE OF REGULAR MEETING, TUESDAY, OCTOBER 7, 2003, 7:00 P.M., BOARD ROOM, MGSD  
TREATMENT PLANT, 1790 HWY. 395, MINDEN, NEVADA

## AGENDA:

- 7:00 P.M. Call to Order
- 7:01 Claims Review and Approval
- 7:15 Minutes of September 2, 2003--Discussion and Action
- 7:16 Park Cattle Company--Public Hearing for Annexation--Discussion and Action  
(East of Winhaven Subdivision)
- 7:25 Douglas County School District--Public Hearing for Annexation--Discussion  
and Action (Minden Elementary School)
- 7:35 Nevada Northwest, LLC--Public Hearing for Annexation--Discussion and Action  
(East of Hwy. 395/South of Muller Lane Proposed Extension)
- 7:45 Peter Beekhof--Request for Change In Annexation Conditions--Discussion and  
Action (APN #1320-32-801-004)
- 8:00 Baronee & Reed Food Company--Plan Approval and Capacity Request--Discussion  
and Action (1599 Esmeralda Avenue)
- 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.

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

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

PLEASE DO NOT REMOVE UNTIL: 10/8/03

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

Minutes of regular meeting, Tuesday, October 7, 2003, 7:00 P.M.,  
Board Room, MGSD Treatment Plant, 1790 Hwy. 395, Minden, Nevada

Board Members Present:

Ronald Wilcks, Jerome Etchegoyhen, Michael Henningsen, Leonard  
Anker and O.P. Brown, Jr.

Staff Members Present:

David LaBarbara, Bruce Scott and Bonnie Fetic

Others Present:

Kent Neddenriep, Alan Reed and Leslie Barone

Claims Review and Approval: The claims were reviewed by the  
Board and questions answered by David LaBarbara and Bruce Scott.  
Motion by Leonard Anker to approve the claims for September, 2003  
in the amount of \$668,637.90 and to approve the claims paid  
during the month of September, 2003 in the amount of \$2,315.53.  
Seconded by O. P. Brown, Jr. Motion Carried.

Minutes of September 2, 2003: The Board reviewed the minutes of  
September 2, 2003. Motion by O.P. Brown, Jr. to approve the  
minutes of September 2, 2003. Seconded by Ronald Wilcks. Motion  
carried.

Park Cattle Company--Public Hearing for Annexation--Represented  
by Kent Neddenriep. The Board was informed that legal noticing  
had been completed and that it was in order to proceed with the  
public hearing for annexation of the Park Cattle Company property  
consisting of 105.39 acres located east of the Winhaven  
subdivision and north of Buckeye Road. David LaBarbara informed  
the Board that the property is contiguous to the MGSD boundary  
and therefore eligible for annexation. Bruce Scott explained the  
Douglas County School easement within the property and along with  
the frontage. David LaBarbara discussed the oversizing  
reimbursement of approximately \$10,000 Park Cattle Company will  
be required to pay for the Bently interceptor on Buckeye Road in  
order to obtain MGSD project approval. Bruce Scott related that  
the Town of Minden had accepted the property for annexation. No  
capacity for the property is being requested at this time.  
Discussion followed. Motion by Leonard Anker to approve the  
annexation of 105.39 acres for Park Cattle Company located east  
of the Winhaven subdivision and north of Buckeye Road, Parcels  
#1320-30-000-011 & 012. Park Cattle Company has been informed of  
the oversizing reimbursement for the Bently interceptor on  
Buckeye Road which will be due at the time MGSD approves the  
project. Seconded by O.P. Brown, Jr. The Chairman called for



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/ public commentary. There were no replies. Vote: 4 ayes, 0 nays.

/ Douglas County School District--Public Hearing for Annexation--  
Represented by Kent Neddenriep. The Board was informed that legal noticing had been completed and that it was in order to proceed with the public hearing for annexation of the Douglas County School District for annexation of the Minden Elementary School parcel containing 10.0 acres located at 1170 Baler, north of Buckeye Road and adjacent to the annexed Park Cattle Company property. MGSD has been serving the property by contract of service since 1995. The Board was informed that the Douglas County School District had previously paid their share of oversizing reimbursement for the Bently Interceptor on Buckeye Road and had also paid the \$600.00 per acre acreage fee. Bruce Scott informed the Board that the Town of Minden had accepted the annexation of the Douglas County School District property. Discussion followed. Motion by O. P. Brown, Jr. to accept the annexation of 10.0 acres for the Douglas County School District for the Minden Elementary School located at 1170 Baler, Parcel #1320-29-000-002. Seconded by Ronald Wilcks. The Chairman called for public commentary. There were no replies. Vote: 4 ayes, 0 nays.

Engineer's Report: Bruce Scott presented a selection of colors for Board consideration for the roof on pump station #4. After discussion and consideration, the Board chose "Sierra Tan" for the roof color. If Bruce discovers that the color is too white he should chose another light tan color for the roof.

/ Nevada Northwest LLC--Public Hearing for Annexation--Represented by Kent Neddenriep. The Board was informed that legal noticing had been completed and that it was in order to proceed with the public hearing for annexation of Nevada Northwest LLC property containing 68.02 acres located east of Hwy. 395 and south of the Muller Lane proposed extension. David LaBarbara informed the Board that the property is contiguous to the District boundary and is eligible for annexation. Bruce Scott related that the Town of Minden had accepted the property for annexation. No capacity is being requested for the property at this time. Discussion followed. Motion by Michael Henningsen to approve the annexation of 68.2 acres for Nevada Northwest LLC located east of Hwy. 395 and south of the Muller Lane proposed extension, Parcels #1320-30-501-008 and 1320-30-501-006. The Chairman called for public commentary. There were no replies. Vote: 4 ayes, 0 nays.

/ Peter Beekhof--Request for Change in Annexation Conditions--

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Represented by Kent Neddenriep. David LaBarbara related to the Board that the property owned by Peter Beekhof at 1125 Mill Street had been annexed to MGSD with the stipulation that he join the Homeowners Association providing the lift station serving the property and that the property be annexed to the Town of Gardnerville. Mr. Beekhof has attempted to annex the property to the Town of Gardnerville. A copy of a letter directed to R. O. Anderson Engineering from the Town of Gardnerville dated September 3, 2003 was received by MGSD stating that the Town Board denied the annexation of Mr. Beekhof's property based on the lack of Town standard offsite improvements, which in Mr. Beekhof's case would require a substantial investment to provide storm drainage, roadway, street lighting and bridging of the irrigation ditch improvements that are being required by the Town. Annexation by the Town of Gardnerville could be reconsidered in the future if appropriate for his parcel. David presented a letter from R. O. Anderson Engineering dated September 11, 2003 requesting that the Board remove the condition that Mr. Beekhof's property be annexed to the Town of Gardnerville due to annexation denial from the Town and due to the fact that the improvements required by the Town of Gardnerville would be in excess of \$100,000 for a five-acre parcel which lacks future development potential. Discussion followed by Mr. Neddenriep, Mr. LaBarbara, Mr. Scott and the Board regarding the fact that the property is in a flood plain, impractical to provide the costly improvements required by the Town of Gardnerville, finding a practical solution for rural property development, need for the property to receive public sewer service due to high water table, removal of condition to annex to the Town of Gardnerville, service to the Bitton and Tomalas properties, possible modification of the MGSD code, amend Beekhof annexation, property that cannot subdivide in the flood plain, and Lampe Park and Martin Slough areas. Motion by Leonard Anker to remove the condition that the annexation of the Peter Beekhof property located at 1125 Mill Street, Parcel #1320-32-801-004 contingent on the property being annexed to the Town of Gardnerville in the motion made by O. P. Brown, Jr. at the public hearing held on January 3, 2003 with the understanding that Mr. Beekhof participate in the Homeowners Association and with the understanding that the property cannot be further subdivided due to the fact that it is located in a flood plain and it is deemed that the conditions of annexation to the Town of Gardnerville are prohibitive being in excess of \$100,000. Seconded by O. P. Brown, Jr. Motion carried. The Board instructed that they would like to agendize a discussion with Bill Peterson concerning the MGSD code.

/ Barone & Reed Food Company--Plan Approval and Capacity Request--

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Represented by Alan Reed and Leslie Barone. Plans were presented for Board approval for the construction of a two-story restaurant to be located in the former Warren Reed Insurance building at 1599 Esmeralda Avenue. David LaBarbara explained the plans to the Board which also include a 1200 gallon grease trap and proper dumpster pad. The plans call for 20.0 units of capacity. There is 1.0 unit of existing capacity, making it necessary for the owner to purchase 19.0 units of capacity for the project. Bruce presented a letter from Resource Concepts dated October 1, 2003 recommending approval subject to six conditions contained in the letter. Discussion followed concerning the new restaurant establishment. Motion by O. P. Brown, Jr. to approve the plans for the Barone & Reed Food Company to be located at 1599 Esmeralda Avenue, subject to Resource Concepts letter dated October 1, 2003. There is 1.0 unit of existing capacity and MGSD agrees to sell 19.0 units of capacity making 20.0 units of capacity for the project. The rules, regulations and requirements of MGSD are to be met and all fees paid. Seconded by Ronald Wilcks. Motion carried.

Engineer's Report: Bruce Scott reported that he had received a call from Robert Oxoby regarding the proposed administration building modification and addition, concerning the building location and MGSD's property line. Mr. Oxoby related that it is possible that the building addition would be too close to the present property line. Bruce discussed a lot line adjustment or changing the two parcels into one. Discussion followed on creating one or more parcels, moving the lot line north and parcel map costs. It was generally agreed that if the project is too close to the present property line that the lot line should be moved north. Bruce related that he would coordinate with Mr. Oxoby and get the site plan to determine if a lot line adjustment is needed. Bruce related that he could get the record of survey and deeds prepared and the lot line adjustment could be agendized if a change is needed.

Bruce Scott reported that Resource Concepts had mailed the required audit letter to MGSD's account, Richard J. Peters, Jr. & Co. The letter stated that Bruce was unaware of any contingent liabilities, complaints filed or investigations in progress regarding MGSD.

Bruce Scott reported that he had heard from Gordon Depaoli asking if MGSD is planning to do anything with the easement obtained from Park Cattle Company. Bruce explained to Gordon that the fence had been taken down while work was being performed on pump station #4 and the effluent pipeline, but that the fence would be restored.

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Superintendent's Report: David LaBarbara related that as per request by the Board that he had looked into signage for the rest of the plant buildings similar to the signs on the newly completed grit and primary #3 project. The cost was \$3,975 for three buildings or approximately \$1,300 per building. However, there may be some savings by using smaller letters. Discussion followed concerning inclusion of the signage in the administration building project, approval of actual wording, and possibly reduce the number of letters. It was generally agreed that the individual buildings should be identified.

David LaBarbara gave the Board an up-date on the pump station #4 and effluent pipeline project. David discussed the progress of the pipeline installation, grading of the pump station site, water pressure testing and scheduled pump delivery as well as the progress being made on the Bently reservoir.

Meeting adjourned at 8:45 P.M.

Approved: 11-4-03

By:

Jerome Etchegoyhen

# Minden-Gardnerville Sanitation District

P.O. BOX 568  
MINDEN, NEVADA 89423  
775-782-3546  
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NOTICE OF REGULAR MEETING, TUESDAY, NOVEMBER 4, 2003, 7:00 P.M., BOARD ROOM, MGSD  
TREATMENT PLANT, 1790 HWY. 395, MINDEN, NEVADA

## AGENDA:

7:00 P.M. Call to Order  
7:01 Claims Review and Approval  
7:15 Minutes of October 7, 2003--Discussion and Action  
7:16 HDR Engineering--Grit Facility & Primary Clarifier #3 Project-Request  
for Final Project Acceptance and Release of Retention/  
Administration Building Project Update--Discussion and  
action  
7:35 Park Place-Coyote Sports Bar & Grill--Plan Approval and Capacity Request  
Discussion and Action (1332 Hwy. 395)  
7:45 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. Feticc-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, Gardnerville Post office and Minden Post Office.

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

PLEASE DO NOT REMOVE UNTIL: 11/5/03

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

Minutes of regular meeting, Tuesday, November 4, 2003, 7:00 P.M.,  
Board Room, MGSD Treatment Plant, 1790 Hwy. 395, Minden, Nevada

Board Members Present:

Michael Henningsen, Leonard Anker, Ronald Wilcks, O.P. Brown, Jr.  
and Jerome Etchegoyhen

Staff Members Present:

David LaBarbara, Bruce Scott and Bonnie Fetic

Others Present:

Craig Olson, Robert Oxoby, Greg Painter and Mike Leeper

Claims Review and Approval: The claims were reviewed by the Board and questions answered by David LaBarbara, Bruce Scott and Craig Olson. Motion by Leonard Anker to approve the claims for October, 2003 in the amount of \$262,782.03 and to approve the claims paid during the month of October, 2003 in the amount of \$1,442.55. Seconded by O. P. Brown, Jr. Motion carried.

Minutes of October 7, 2003: The Board reviewed the minutes of October 7, 2003. Motion by O. P. Brown, Jr. to approve the minutes of October 7, 2003. Seconded by Ronald Wilcks. Motion carried.

HDR Engineering--Grit Facility & Primary Clarifier#3 Project & Administration Building Project Update--Represented by Craig Olson and Robert Oxoby. Craig Olson related to the Board that the punch list had been signed off for the grit facility and primary clarifier #3 project and that notice of completion had been filed. Craig related that it was in order to release the retention to K. G. Walters Construction in the amount of \$60,000 plus interest. David LaBarbara related that he was pleased with the project and that all that remained on the project was the O & M manual from HDR Engineering. The Board felt that the project had been very smooth with no complications and complimented HDR Engineering on the completed project. Motion by Leonard Anker to accept the grit facility and primary clarifier #3 project and to release the retention in the amount of \$60,000 plus interest to K.G. Walters Construction. Seconded by O.P. Brown, Jr. Motion carried.

Craig Olson related to the Board that plans for the administration building project are proceeding. Architect, Robert Oxoby presented a conceptual drawing for Board review which had resulted from meetings he had with MGSD staff and Jerome Etchegoyhen. Mr. Oxoby reviewed the drawing with the

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Board and explained how the concept had evolved as well as the shape of the building due to the wetlands north of the proposed building addition site. Bruce discussed the lot line adjustment issue which had been explained to the Board at the October 7, 2003 meeting. Discussion followed concerning the floor plan, building shape and roof line. The Board generally felt that they wished to move forward with the conceptual plan as presented. Mr. Oxoby related that a more detailed plan for the administration building modification and addition based on the discussion which had taken place would be presented at the January, 2004 meeting. Chairman Etchegoyhen called for a vote from the Board who favored moving forward with the conceptual plan for the modification and addition of the administration building. Vote: 3 ays, 1 nay being Leonard Anker.

Park Place--Coyote Sports Bar and Grill--Plan Approval and Capacity Request--Represented by Greg Painter and Mike Leeper. Plans were presented to the Board for the Coyote Sports and Grill to be located at 1332 Hwy. 395 #201 in Park Place behind the AM-PM and KFC near Waterloo and Hwy. 395. David LaBarbara related that due to the hours of operation and use 12.15 units of capacity would be required. There are 1.90 units of capacity credit available and therefore, it would be necessary to purchase 10.25 units of capacity. There are 1.10 units connection credit available and therefore, it will be necessary for the purchase of 11.05 units connection. The original plans showed a 500 gallon grease trap which has been changed to a 1,000 gallon being installed, which is adequate for the operation. Bruce Scott presented a letter from Resource Concepts dated October 22, 2003 recommending approval subject to six conditions contained in the letter. Bruce and David discussed the plumbing recommendations in Resource Concepts letter with the Board and the project representatives. Motion by Leonard Anker to approve the plans for the Coyote Sports Bar and Grill located in Park Place at 1332 Hwy. 395 #201, subject to Resource Concepts letter dated October 22, 2003. There are 1.90 units of capacity credit and 1.10 units of connection credit available. MGSD agrees to sell 10.25 units of capacity along with 11.05 connection making a total of 12.15 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.

Engineer's Report: Bruce Scott presented a summary containing a costs breakdown for the MGSD pump station #4 and effluent line project. Bruce related that Resource Concepts will hold their cost to the original budget as agreed upon by the Board. David LaBarbara related that he had discussed the payment MGSD will owe to Bently in regard to the project with Jim Usher. Mr. Usher related that payment from MGSD should still be about \$750,000

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since he does not expect a large dollar amount in change orders. Discussion followed on the Bently reservoir project.

Bruce Scott presented Standard Manhole detail sheets A through J which are included in the back of the MGSD code. Bill Peterson will be present at the December 2, 2003 meeting to discuss MGSD code corrections as well annexations to MGSD.

Bruce Scott informed the Board that notice of completion was filed and that it is now order to release the retention to Genoa Trees for the landscaping project on Ironwood Drive. Bonnie Fetic related that the retention had been invested in a time certificate which will mature on November 9, 2003. Motion by O.P. Brown, Jr. to release the retention to Genoa Trees for the landscaping project on Ironwood Drive on November 9, 2003. Seconded by Ronald Wilcks. Motion carried.

Bruce Scott, David LaBarbara and the Board discussed pumping costs to the Bently reservoir site. Ball park figures per 24-hour day, would be \$460 during non-irrigation season and \$235 during irrigation season. Bruce related that MGSD may have joint paved access with Sierra Pacific Power at the north end of the reservoirs due east to Hwy. 395 along the power line.

Superintendent's Report: David LaBarbara related that a letter had been received from the City of Carson which is exploring alternative energy by pooling resources with other agencies to form a power buying group. David related the discussion he had with Andy Burnham, who is the development services director. Power could be derived from such things as wind and solar as well as renewable type sources. Discussion followed. The Board felt that David should sit in on their meeting to find out what is being proposed, but to not to commit MGSD to anything.

David LaBarbara presented a draft effluent management plan. David and the Board discussed the contents of the draft. David related that MGSD will only be responsible for MGSD's land and no longer be responsible for Park, Byington and Bently. Discussion followed on responsibility for monitoring wells and constructing wells. Bently is to build monitoring wells and maintain them. MGSD will take samples and do the testing.

David LaBarbara related that the Bently reservoir project is having a valve delivery problem and if MGSD cannot pump until December 2003, the power bill will be based on the non-irrigation rate. David reported that the contractor is starting construction of the pump building and that pumps will be delivered November 15th for the pump station #4 project.



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David LaBarbara related that Bill Peterson is scheduled to attend the December 3, 2003 meeting. David brought up the fact that the de-annexation document has never been drawn up for Dreyer which was approved by the Board about two years ago.

Meeting adjourned at 9:20 P.M.

Approved: 12-2-03

By: Jerome Etchegayhen

# Minden-Gardnerville Sanitation District

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PO. BOX 568  
MINDEN, NEVADA 89423  
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NOTICE OF REGULAR MEETING, TUESDAY, DECEMBER 2, 2003, 7:00 P.M., BOARD ROOM, MGSD  
TREATMENT PLANT, 1790 HWY. 395, MINDEN, NEVADA

## AGENDA:

- 7:00 P.M. Call to Order
- 7:01 Claims Review and Approval
- 7:15 Minutes of November 4, 2003--Discussion and Action
- 7:16 Robert Oxoby Architecture--Discussion of Administration Building Expansion--  
Discussion and Action
- 7:40 Chichester Phase 12--Line Acceptance and As-Built Drawings Approval/Final  
Map--Discussion and Action
- 7:50 Hellwinkel Planned Development--Request for Service Area Boundary Adjustment--  
Discussion and Action
- 8:10 Gardnerville Ranchos General Improvement District--Capacity Request--Discussion  
and Action
- 8:20 Attorney Client Conference--Discussion and Action
- 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. Feticc-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.

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

Minutes of regular meeting, Tuesday, December 2, 2003, 7:00 P.M.,  
Board Room, MGSD Treatment Plant, 1790 Hwy. 395, Minden, Nevada

Board Members Present:

Michael Henningsen, Leonard Anker, Ronald Wilcks, O.P. Brown, Jr.  
and Jerome Etchegoyhen

Staff Members Present:

David LaBarbara and Bonnie Fetic

Others Present:

Bill Peterson, Robbie Oxoby, Kent Neddenriep, Chris Hellwinkel  
and Bob Spellberg

Claims Review and Approval: The claims were reviewed by the  
Board and questions were answered by David LaBarbara. Motion by  
Leonard Anker to approve the claims for November, 2003 in the  
amount of \$360,151.96 and to approve the claims paid during the  
month of November, 2003 in the amount of \$1,362.89. Seconded by  
O. P. Brown, Jr. Motion carried.

Minutes of November 4, 2003: The minutes of November 4, 2003  
were reviewed by the Board. Motion by Ronald Wilcks to accept  
the minutes of November 4, 2003. Seconded by O.P. Brown, Jr.  
Motion carried.

Robert Oxoby Architecture--Discussion of Administration Building  
Expansion--Represented by Robbie Oxoby. Chairman Etchegoyhen  
related that the Board had questions concerning the proposed  
modification and addition to the MGSD administration building.  
Mr. Anker discussed MGSD's master plan and his concern that any  
building modification and addition should be large enough to  
accommodate plant personnel when MGSD reaches full capacity and  
also the future possibility of MGSD hiring its own engineer.  
David LaBarbara related that he felt Robbie had programed his  
plan with the MGSD staff and Mr. Etchegoyhen for future building  
needs and had a very good idea what MGSD's needs will be at full  
capacity. Robbie has spent considerable time surveying the  
existing building. Mr. Oxoby discussed space restraints for the  
addition to the existing building and felt the only option would  
be to place additional space at the north end of complex.  
Discussion followed concerning future staff needs, constructing  
additional space at the north end of the building, land lock to  
the north, wetlands, and building design which had been submitted  
by HDR Engineering. Robbie discussed his investigation into  
MGSD's needs and how the plan he presented had evolved. Mr.  
Oxoby's contract with HDR Engineering was discussed and Robbie

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related that before the contract was executed, he had to up-grade his insurance to meet HDR Engineering's requirements. Mr. Oxoby is a sub-contractor to HDR Engineering and receives payment from HDR Engineering. Discussion followed by the Board, Bill Peterson and Mr. Oxoby concerning the fact that some companies are finding it more cost effective to contract out some of their work to save on overhead. Mr. Henningsen related that he felt comfortable with Mr. Oxoby's plan since MGSD's needs and space requirements had been discussed with MGSD staff. Mr. Brown felt that MGSD should proceed with Mr. Oxoby's plan. Mr. Wilcks related that with the possibility of contracting out some of the work, less building space may be needed rather than more and that some companies over build. Robbie discussed the different parts of the project as well as the elements taken into consideration in planning the building design and related that the next step would be to develop preliminary costs and additional drawings for presentation to the Board. The Board can then decide if they wish to move forward with the project. Robbie emphasized that the Board always has the option to stop the project. If the Board elects to move forward, drawings would be developed to the point that the project could go out to bid. Robbie related that he would try to return to the January 6, 2004 meeting with additional drawings and preliminary cost estimates.

Chichester Phase 12--Line Acceptance and As-Built Drawings Approval/Final Map--Represented by Kent Neddenriep. Mr. Anker related that he wished to abstain from voting and discussion on the matter before the Board due to a conflict of interest. Mr. Neddenriep explained the Chichester Phase 12 area to the Board and requested that the Board sign the final map for Chichester 12, accept the line and the as-built drawings. Mr. Neddenriep explained that the sewer mains are accessible, but due to the cold weather, they have not been chipped out and brought up to grade. A letter dated November 26, 2003 from Resource Concepts recommending acceptance of the as-built drawings subject to five conditions contained in the letter was reviewed by the Board. The letter also related that the final map had been reviewed and Resource Concepts recommended acceptance by the Board. Motion by O.P. Brown, Jr. to accept the sewer main and the as-built drawings in Chichester Phase 12 subject to Resource Concepts letter dated November 26, 2003. The Chairman is authorized to sign the final map for Chichester Phase 12. Seconded by Ronald Wilcks. Vote: 3 ayes, 0 nays, abstain; Leonard Anker. Mr. Neddenriep related that he would call Resource Concepts as soon as the manholes have been brought to grade.

Hellwinkel Planned Development--Request for Service Area Boundary Adjustment--Represented by Kent Neddenriep and Chris Hellwinkel.

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Mr. Wilcks related that he wished to abstain from voting and discussion on the matter before the Board due to a conflict of interest. Kent Neddenriep related to the Board that Chris and Valree Hellwinkel are requesting a modification to MGSD's service boundary area in the vicinity of the S-turn on Centerville Lane, just west of the Gardnerville Ranchos. The Hellwinkels are proposing a 90-lot subdivision on the area immediately west and north of Centerville Lane. Most of the property is within the District service area boundary except for 14 lots on the westerly side is outside the boundary of both MGSD and the GRGID service area. The Hellwinkels are requesting that MGSD consider bringing the area into the District and removing from the District boundary 34.2 acres of 100-year floodplain ground north of the proposed subdivision. The property proposed for removal is also being purchased by the Hellwinkels. Kent also explained the Douglas County TDR's. Discussion followed by the Board in regard to the 1994 lawsuit which had taken place for Williams property which was adjacent to the MGSD boundary, boundary adjustment to the Hellwinkel project would set a precedent in the future, MGSD will be able to serve the present service area boundary but if the boundary keeps changing MGSD may not be able to meet its obligations, possible flexibility in fine tuning boundaries with conditions unless MGSD is bound by legalities, and how the Bently property was brought into the service area. Kent discussed Douglas County's service analogy. David LaBarbara discussed state requirements regarding public sewer service. Mr. Anker discussed pumping vs. gravity flow. Kent related that the proposed Hellwinkel project would require a pump station and would be served by GRGID. Mr. Anker felt that it was premature to make an immediate decision concerning the Hellwinkel request and felt that more time should be taken to consider changing the service area and also felt the district engineer's opinion would be very beneficial. Mr. Spellberg was present and related that GRGID was waiting for direction from MGSD, but felt that the GRGID Board would support MGSD's decision since GRGID has changed their service boundary to match MGSD's. The GRGID Board feels that GRGID and MGSD need to work as a team. Discussion followed concerning the precedent which would be set and effect it could have on the District in the future, possibly opening a "Pandora's Box", obtaining opinions from MGSD's legal and engineer consultants. MGSD legal counsel Bill Peterson was present and related that he felt that the Board needed to be well informed before any decision is made concerning change of the service area boundary. Mr. Anker felt that a policy should be made concerning the service area boundary and stick to it. The Board directed that the Hellwinkel Planned Development request for service area boundary adjustment be continued to the January 6, 2004 meeting.

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Gardnerville Ranchos General Improvement District--Capacity Request--Represented by Bob Spellberg. David LaBarbara related to the Board that a letter had been received from GRGID dated November 17, 2003 requesting the purchase of 20.0 additional units of capacity. GRGID has 6.2 units of remaining capacity of which GRGID would like to sell 2.5 units to the Washoe Tribe for a Head Start School. A check has been received from GRGID for the requested capacity and connection fees. David related that it is in order to sell GRGID the requested capacity. Motion by Leonard Anker 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. MGSD agrees that GRGID may sell 2.5 units of their existing capacity to the Washoe Tribe for a Head Start School. Seconded by O.P. Brown, Jr. Motion carried.

Attorney Client Conference: MGSD legal counsel, Bill Peterson presented a resolution along with ordinance #154 to de-annex and exclude 7.644 square feet more or less for Roland and Joan P. Dreyer which had been approved by the Board on September 4, 2001. The documents were executed by the Board Chairman and Secretary.

Mr. Peterson discussed MGSD service area boundary issues with the Board. The Board discussed annexations and also the possible development of a policy for parcel annexations in the flood zones. Mr. Peterson will prepare a document for parcel annexations in flood zones for Board approval. Mr. Peterson will also investigate the issue of possibly putting some MGSD excess dirt in the wetlands area.

Engineer's Report: Bruce Scott was unable to attend the meeting due to a death in the family.

Superintendent's Report: David LaBarbara reported that MGSD foreman, Jim Davis planned to retire on April 2, 2004 and discussed a replacement for Jim with the Board. David will advertise for job applications to fill Jim's job. Discussion followed concerning interviewing job applicants and a possible exit interview with Jim.

David LaBarbara reported that MGSD employee Russ Lindell had obtained his Operator 3 certification and related that it is MGSD's policy to grant a 5% salary increase when a higher certification is obtained. The Board agreed that Russ Lindell's salary be raised by 5% for the higher certification.

David LaBarbara reported that a laboratory analysis had been done

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for a de-watering sample taken at the reservoir on Muller Lane near the new pump station #4 evacuation. The results show that there is no leakage from the reservoir to the ground water in the area.

Meeting adjourned at 9:30 P.M.

Approved: 1-4-04 By: Jerome Etchegorszen