



Board of Trustees
Minutes of Regular Meeting
Tuesday, October 2, 2012
6:00 P.M.
Board Room
Minden-Gardnerville Sanitation District
1790 Hwy. 395
Minden, Nevada

Board Members Present:

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

Staff Members Present:

Frank Johnson
Sarah King
Brian Buffo
Bruce Scott

Others Present:

Bob Allgeier
Barbara Smallwood
Jerry Smith

Board Members Absent:

None

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

Claims Review and Approval -- The claims were reviewed by the Board and questions were answered by Frank Johnson. **Motion by Ray Wilson to approve the claims received for September, 2012 in the amount of \$29,151.78, and to approve the claims paid during September, 2012 in the amount of \$84,282.74.** Seconded by Ron Wilcks. Motion carried unanimously.

Minutes of September 4, 2012 Regular Board Meeting – The minutes of September 4, 2012 were reviewed by the Board. **Motion by Mike Henningsen to accept the minutes of September 4, 2012.** Motion seconded by Ron Wilcks. Mark and Ray abstained from the vote as they had been absent at the previous Board meeting. The remaining members passed the motion unanimously.

Public Comment – No public comment.

MGSD Heat Loop Project – Frank explained that there had only been one bid received for the Heat Loop Project in the amount of \$185,000 and he felt that with the additional engineering costs it was no longer a feasible project. He presented some alternatives to the Board of either continuing with the current bid, having it rebid with the hope of getting a lower bid or not continuing with the project at all. Frank also explained that Eldorado Engineering stated they would cover all the additional costs of rebidding the project. Bruce stated that the whole rebid process would probably cost between \$2500 and \$3000. Discussion followed about heating the building with natural gas which would run in the area of \$12,000



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annually. Bruce recommended having the project rebid and felt that there was a chance that better bids may be received. Mark agreed with Bruce. Ray had a question of the cost for space heaters and wanted Frank to research that option in the event the bids came back high again. Frank stated that in the event that MGSD went with the option of space heaters, a catwalk for safe access, would be needed in the belt press room. Mike felt natural gas being as cheap as it is MGSD should reject the current bid. Ray felt that since the rebid process cost would be covered by Eldorado Engineering the project should be sent out to rebid. Ron agreed on the project being rebid but also felt that space heaters may be the way to go. **Motion by Mark Dudley to reject the bids received for the MGSD Heat Loop project, and to direct the District Manager to re-advertise for bids for the MGSD Heat Loop Project.** Motion seconded by RayWilson. Motion carried unanimously. The Board also authorized Frank to check into what it would cost to run natural gas to the building besides the cost of space heaters.

Douglas County Bougainvillea Drive Abandonment Request – Bruce explained that the park at Bougainvillea Drive is finally happening courtesy of Mr. Pegram of Carson Valley Inn. The new right of way has not yet been granted to Town of Minden and the old right of way had not yet been abandoned. Bruce stated that there would be a blanket easement for all the utilities. He recommended the Board approve the proposed abandonment of a portion of Bougainvillea Drive as requested by Douglas County with the condition that an easement is provided to access the existing utilities. **Motion by Ray Wilson to approve the proposed abandonment of a portion of Bougainvillea Drive as requested by Douglas County, with the condition that an easement is provided to MGSD to access the existing sewer utilities.** Motion seconded by Ron Wilcks. Motion carried unanimously.

Engineer's Report –Bruce Scott reported on the following:

Wal-Mart has yet to meet MGSD's standards. The alignment of some lines need to be fixed and the sand and oil separators do not meet district standards, and MGSD is working with Wal-Mart to correct these issues. Ray had questions about the County participation and Bruce explained that the County has been very cooperative however Wal-Mart has their own standards and this has been a long drawn out project that started in 2009. Mark had questions as to why the County even got involved in the inspections and Frank explained that there was a new inspector who was not aware that MGSD was supposed to do it.

Allie and Friends - It was noted that there were three laterals, two stubs and one active lateral which were installed in 1992. The current project, in which they are adding a modular building, has been time consuming and the lateral material is not what is used today and the laterals are under the water main. MGSD is working with the contractor and Town Of Minden.

Bruce reiterated that MGSD would eventually need to have more available staff when the building activity level increases to ensure proper inspections and adherence to MGSD standards. Mike had



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questions about our code that would affect the contactors. Frank explained that currently he was working on that. Contractors who have not worked with us need to be educated about our standards and the MGSD staff is working on internal procedures to improve processes.

Mark had questions about the progress with the Maverik sewer system and Bruce explained that their job was relatively simple and was being done by Ray Van Winkel who is aware of MGSD processes.

Barbara had a question about who is in charge of taking care of the maintenance of grease interceptors as this county has no Health Department. Frank explained that MGSD has the authority to decide if a grease interceptor is needed. He explained that he would like a larger District presence but there are staffing issues.

The NDOT project is nearly complete. However, a water main may be cracked in front of the Century 21 office building and there would be more digging. MGSD manholes have been brought to grade and appear clean. Frank stated the manholes are raised to specifications.

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

EDU Allocations: 2.0 EDU's were purchased during the month of September. MGSD is still waiting on the COD Casino Project. Currently, fees are being charged for reviewing the plans, which become invalid after 120 days. The COD Casino project is coming up upon their expiration date and will be charged for a review of the plans again. However, the review fees have not yet been paid. Frank suggested a \$100.00 submittal fee as an incentive to not wait so long. This fee would be deducted from the review fee. Mike had questions about how this would work and Frank stated that he would have to check with Bill Peterson, MGSD's legal counsel about this process.

Heat Loop Project: Had already been covered earlier in the meeting.

Education Run: The ED Foundation is holding their annual Run Ed Run on October 7th and would once again like to utilize our access road through the Park Ranch to Mueller Lane. We have allowed this for the past several years. However we would like to be informed earlier for the next year.

Reservoir Repair: The first stage of the repairs at the reservoir has begun, the main valves are in and by the end of the week water should be put back in the ponds through the new valves. After a couple of weeks the work should be complete and then the work on the north end of the ponds can begin. The north end is not currently leaking.

Wal-Mart: This item had been covered by Bruce in the Engineer's report.



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Odor Control: The odor control bio-bed has cedar bark and fine sand, gypsum materials which have begun to degrade. The original material had lasted for nearly ten years and the replacement material for only three years. However MGSD would only be topping the bed after fluffing the existing material. While no odor problems have arisen, it would be beneficial to replace the material now. The cost would be about \$3000 and Frank explained that it did not need Board action as he would take care of it.

Bud Brown had questions about the chemicals being used in the plant and Frank informed him what was currently being used.

Secretary's Report – There was no secretary's report.

Public Comment – There was no public comment.

Board Comment – Ray informed the Board that he had called around to the other local Boards about Board member's salaries and had found out that the Chair persons receive \$550.00 and the regular members \$500. He suggested following the previous pay raise policy and having a raise for the Board from \$450 to \$500 and including it in the agenda for the November Board Meeting for action. If this was not covered at the next meeting, it could only be brought up in four years, as the present Board can only vote on a raise for the next Board and this would only go into effect in two years' time.

Meeting adjourned at 6:55 pm.

Approved _____ By _____
Date