



Board of Trustees
Minutes of Regular Meeting
Tuesday, November 5, 2013
6:00 P.M.
Board Room
Minden-Gardnerville Sanitation District
1790 Hwy. 395
Minden, Nevada

Board Members Present:

Michael Henningsen
Raymond Wilson
Barbara Smallwood

Staff Members Present:

Frank Johnson
April Burchett
Sarah King
Brian Buffo

Others Present:

Rob Anderson

Board Members Absent:

Robert Allgeier
Mark Dudley

Meeting called to order at 6:01 p.m. by Michael Henningsen, Chairman

Public Comment – There was no public comment.

Claims Review and Approval – The claims were reviewed by the Board and questions were answered by Frank Johnson. **Motion by Barbara Smallwood to approve the claims received for October, 2013 in the amount of \$24,132.27, and to approve the claims paid during October, 2013 in the amount of \$89,010.87.** Seconded by Raymond Wilson. Motion carried, with the Chairman voting Aye.

Minutes of October 1, 2013 Regular Board Meeting – The minutes of October 1, 2013 were reviewed by the Board. **Motion by Raymond Wilson to approve the minutes of the October 1, 2013 Regular Board Meeting.** Seconded by Barbara Smallwood. Motion carried, with the Chairman voting Aye.

Margaret J. Cox and the Bonnie Park Burr Trust Agreement Application for Annexation – Frank reported that the notice of public hearing for annexation has been published in accordance with state statute. **Motion by Raymond Wilson to approve the annexation request by Margaret J. Cox and the Bonnie Park Burr Trust Agreement for 2.36 acres located at 1280 Centerville Ln. (APN 1220-04-002-004) subject to the 4 conditions outlined in the letter by RCI dated September 24, 2013. All rules, regulations, and requirements of MGSD are to be met and all fees paid.** Seconded by Barbara Smallwood. There was no public comment. Motion carried, with the Chairman voting Aye.



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The Ranch at Gardnerville Phase IIA & IIB – Represented by Rob Anderson. Bruce Scott presented a letter outlining 3 conditions for approval. Bruce asked for clarification that Rob is asking for approval of Phase IIB at this time, while Phase IIA is still waiting for the remaining utilities to be installed, and MGSD's final testing. Rob requested the Board conditionally accept Phase IIA subject to completion of the final items at this time in order to expedite the final approval process. Frank expressed frustration that the subdivisions have been presented in a piece-meal and incomplete fashion, creating confusion about which phases are completed and which are under construction. Barbara agreed. Rob responded that it's a result of the current economy and the direction developers and investors are taking. Rob explained that he is trying to keep the phasing problems to a minimum. Discussion followed regarding the number of homes that have been constructed as well as the number that are under construction. Barbara is not comfortable approving Phase IIA, because it's not ready yet. Frank explained that he does not have a problem with conditional approval because it's easier for the staff to give the final approval, and he can then inform the Board when the final conditions have been met. Barbara asked if the conditions of RCI's letter covered the conditional approval of Phase IIA, and Bruce stated that Item 2 of the letter does cover that. **Motion by Raymond Wilson to approve the record drawings for The Ranch at Gardnerville Phase IIB and to conditionally approve the record drawings for Phase IIA subject to the conditions outlined in the letter from Resource Concepts, Inc. dated October 30, 2013, and subject to the condition that the District Manager inform the Board when the conditions have been satisfied for Phase IIA.** Seconded by Barbara Smallwood. Motion carried, with the Chairman voting Aye.

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

Bruce appreciated Frank's comments about trying to get incomplete and confusing projects on the agenda, since it puts the District staff and Board in a difficult position.

County Road Sewer: Bruce stated that he has a more concrete estimate for the sewer line replacement on County Road, of about \$550,000.00. Hopefully, the bidding process will proceed for award in March, in order for the contractor to have the complete construction season to complete the work. His hope is that this project would be one of the first out to bid for the season, resulting in a better chance of getting a good contractor. Bruce explained that the estimate also includes testing, inspection, permitting, and engineering fees. Discussion followed regarding the placement of the sewer line to avoid repaving the entire width of County Road. Bruce has spoken with the County Engineer who agreed that only the 5-6 foot wide section of the road that is within the construction limits would have to be repaved, rather than the entire street width.

RCI Staffing: Bruce announced that RCI Engineer Todd Connelly is planning his retirement, and Bruce and Todd will coordinate with RCI staff will to complete outstanding projects.



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

EDU Allocations: Frank reported that 3.0 units of capacity were sold during October.

Co-Gen Project: Bob Allgeier and Frank met with Bill Peterson regarding Bob's concerns with El Dorado Engineering, and Bill will have more information at the December meeting.

POOL/PACT Grant Inquiry: Frank did some further checking into the Grant process. He found that MGSD may or may not qualify, so he is going to fill out the application and see what transpires. Discussion followed regarding the cost of the camera system and the wording to use on the application.

Eagle Gas Accounts: The Town of Gardnerville has purchased the Eagle Gas property, but there is a question on whether we can collect the outstanding balance owed by the previous owner. Barbara noted that she and Mike are residents of the Town of Gardnerville, so they may have a conflict. Mike asked for the breakdown of the past due amount. Mike was told by someone on the Town Board that they would be amenable to paying the past due sewer fees, but not any finance charges or lien fees. Ray felt that they were aware of our lien, so now the people of Minden are also going to pick up the loss, and he has to protect the people of both towns. Frank will discuss these items further with Bill, and he will be here next month to discuss this further. Staff will also have the past due amount breakdown available at the December meeting.

Overland Hotel: Frank reported that there have been difficulties with collecting the past due user fees from the Overland Hotel, so Bill Peterson sent them a letter to stating that unless a payment plan is set up, further action will be taken. There is currently a lien on the property, and a judgment is also on file, so we will eventually get the money.

MGSD Capacity and Connection Fees: Barbara reported that a few people have asked her about MGSD's capacity and connection fees, and she has recommended that they speak with Frank. She asked Frank if any of them had contacted him, and Frank replied that nobody has contacted him. Discussion followed regarding a comparison of MGSD's fees versus the County's fees for the previously proposed Bully's project. MGSD's capacity, connection, and monthly fees are currently lower than Douglas County's.

Frank will be meeting with the new County Utilities Director in the next few weeks.

Health Insurance: Mike asked Frank if he has heard anything about the renewal premiums for the employees' health insurance. Frank explained that we have been in contact with our insurance agent, and they don't have any information yet. Ray read from USA Today article (see attached) regarding the impact to insurance rates for small business. Discussion followed regarding MGSD's involvement in the



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Nevada League of Cities pool, and Frank noted that our agent is waiting to find out how we are impacted by the new law and he will report back to the Board as soon as we hear anything.

Secretary's Report – April Burchett reported that Walmart has not yet paid the outstanding pass-through fees, so she will send a notice to them that if the fees are not paid by the end of November, a lien will be placed on the property.

Public Comment – There was no public comment.

Board Comment – There was no Board comment.

Meeting adjourned at 7:10 pm

Approved _____ By _____
Date District Secretary

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