



Board of Trustees
Minutes of Regular Meeting
Tuesday, December 5, 2017
5:00 P.M.
Board Room
Minden-Gardnerville Sanitation District
1790 Hwy. 395
Minden, Nevada

Board Members Present:

Raymond Wilson
Barbara Smallwood
Michael King
Mark Dudley (portion)
Robert Allgeier

Staff Members Present:

Frank Johnson
April Burchett
Bruce Scott
Peter Baratti
Bill Peterson

Others Present:

Jeremy Hutchings

Board Members Absent:

None

Meeting called to order at 6:00 p.m. by Raymond Wilson, Chairman.

Public Comment: There was no public comment.

Chairman's Comment: Ray reminded the Board of the financial report training meeting tomorrow at 3:00 at the Old Courthouse. He also discussed placing on the January agenda an item regarding setting a policy on experimenting with new rehabilitation technology as well as identifying the rehabilitation projects that are identified as a priority.

Claims Review and Approval: Mark asked about the backup generator repair claim, Item 7, and Frank explained that it was for extensive maintenance that is not included in the standard maintenance contract. Ray asked about Item 17 for Maintenance Connection, and Frank explained that was training and software for the new maintenance/inventory program. Mark asked about Item 16 which was the repair for the 1/2 Chevy and wondered how old the truck is. Frank stated that it is a 2000. That and the 3/4-Ton Chevy are two of the oldest trucks we have. Bob asked who Power & Control Solutions was, and Frank stated they are the plant electricians, and they had to replace some breakers. Bob asked about the Digester description on the budget sheet. Frank stated the description should state Digester Repair, rather than cleaning. Bob asked about the insurance reimbursement, and Frank said he spoke to Alan Reed, and he is trying to rattle some cages. Bob asked to verify the numbers of the actual year-to-date expenditures. Mike asked about the copier lease and April explained that it was higher due to the printing of the quarterly statements. Bruce reported that the Digester and Pond projects are completed. **Motion by**



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Barbara Smallwood to approve the claims received for November, 2017 in the amount of \$177,955.81 plus miscellaneous expenses in the amount of \$4,899.55, and to approve the payroll-related expenses paid during November, 2017 in the amount of \$86,455.69.

Seconded by Bob Allgeier. Motion carried [5 ayes, 0 nays, 0 abstain, 0 absent].

Minutes of November 7, 2017 Regular Board Meeting and November 16, 2017 Special Board Meeting:

Barbara requested that Page 7 "Gas Line" should state "Natural Gas Line Replacement Project Within the MGSD property". The Board concurred. **Motion by Barbara Smallwood to approve the minutes of the November 7, 2017 Regular Board Meeting with the noted correction on Page 7.** Seconded by Mark Dudley. Motion carried [5 ayes, 0 nays, 0 abstain, 0 absent]. **Motion by Bob Allgeier to approve the minutes of the November 16, 2017 Special Board Meeting.** Seconded by Barbara Smallwood. [3 ayes (Allgeier, Smallwood, Wilson), 0 nays, 2 abstain (Dudley, King), 0 absent].

HDR Engineering – Frank reported that Craig was unable to attend the meeting. He will be onsite on Friday to do a walk-through.

Rich Nalder – Frank reported that he met with Rich Nalder who was under the impression that we would be sharing in the cost of the lateral repair on Meadow Ln. Frank showed photos of the repair project and noted that coordination with MGSD by the contractor did not occur regarding the connection of the new lateral repair into the main. Pete stated that a TV inspection was done after MGSD learned the project was completed, and they root-cutted the main, and there is no debris to cause any backup in the laterals. The initial camera showed some roots in the main, but the main was not blocked. Mr. Nalder claimed that there is a surge into his line. Frank's noted that his concern was that they should have repaired the entire lateral, and the contractor did not inform MGSD before getting into the main. Barbara asked how we perform an inspection after the fact. Frank felt that the claim should be denied, but Barbara was still concerned about the fact that the connection has not been inspected. Mark asked about a connection permit, and Frank said that they did not obtain a permit. Bruce asked about inspection reports or engineering, since one of the bills references them. Discussion followed regarding which invoice submitted applied to the various aspects of the repair. Bruce reminded the Board that MGSD does not take care of sewer laterals. We would have participated if our line was impacted, but we weren't there to look at the main. Barbara pointed out that they had to get a permit from Douglas County, and Bruce stated that the County permit was for the street. Scottsdale Plumbing should have known that a connection permit from MGSD was required, and Bruce reminded the Board that we had a problem with Scottsdale on 8th street earlier in the year. Ray thought that we need to talk to Scottsdale. Bruce asked Pete if there was a problem under the patch. Pete said the line looks fine, but the connection looks like it's been pushed back a bit. Pete also mentioned that the line is of orangeburg material and will likely have problems in the future since the root system is still an issue. Discussion followed regarding



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Scottsdale Plumbing not obtaining the necessary permit. Bruce will send a letter to Scottsdale. Ray asked April to put a copy of the letter in the January board packet. Bruce stated that any future problems will probably not come from the connection, but up the lateral. Bob asked about the age of our main line in that area, and Bruce said it's one of the original Gardnerville lines. Bob asked if there is an easement, and Bruce stated that the line is in the right-of-way and then goes into an easement. Bruce felt we have a prescriptive right. Bob wondered if MGSD should take a look at this to see what our responsibilities are. Bruce felt that we have a clear boundary between our mains and property laterals. The fact that Mr. Nalder is in an unfortunate situation is not the fault of the District. **Motion by Bob Allgeier to decline to participate in the cost sharing of the lateral repair on Meadow Lane.** Seconded by Mike King. Mark stated that he will abstain due to his acquaintance with Mr. Nalder. Barbara stated that historically laterals belong to the property owner not the District. Frank stated that this is not the first time this happened. In the past Frank has told owners if they want to dig it up and show us, we would not hold them responsible for any issues in the main and other downstream issues. If not, the property owner would be liable. Bill stated that we have the right to do that. Motion carried [4 ayes, 0 nays, 1 abstain (Dudley), 0 absent].

Mack Land & Cattle Annexation Request – Represented by Jeremy Hutchings. Bruce reported that this annexation is a request in order to continue the Mackland subdivision with an additional 14 lots. The subdivision is not before the Board for approval, just to accept the annexation application for public hearing. He recommended that the Board can accept it and direct April to publish the notice for public hearing. Bob asked if they are planning on developing within the next year, and Jeremy said that was the plan. Mike asked if the fee has been paid, and April said that it had. Barbara asked Bruce what happens if we approve the annexation before the lot line adjustments or parcel map are completed, and Bruce said it would not have any negative implications for MGSD, since we aren't stating that the property is an entire assessor parcel, just that we are annexing a specific area. **Motion by Barbara Smallwood to accept the application from Mack Land & Cattle for annexation of 5.44 acres located adjacent to Deseret Dr. in Minden (APN 1320-32-201-006), and to set the date of the annexation public hearing for January 2, 2018, and to direct staff to publish the notice of public hearing.** Seconded by Bob Allgeier. Motion carried [5 ayes, 0 nays, 0 abstain, 0 absent].

MGSD Submittal Schedule for Board Meetings – Bruce reported that on certain submittals it is difficult to complete the field review for record drawings. He would like the Board to consider a bit more lead time for submittal of record drawings and acceptance of improvements. Bob suggested 4 weeks for acceptance of improvements. Frank suggested the last day of the month prior to the Board meeting 2 months subsequent. **Motion by Bob Allgeier that regarding Item 9 be continued until January 2, 2018.** Seconded by Barbara Smallwood. Motion carried [5 ayes, 0 nays, 0 abstain, 0 absent].



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Attorney-Client Conference – Bill Peterson reported on the following:

Ray thanked Bill for sending the letter to the County. Bill contacted the DA's office and he did not get a favorable response. We're the only GID that hasn't accepted the County's documentation.

Meeting adjourned to Closed Session at 7:10 p.m.

Meeting called to order at 7:50 p.m. by Chairman Wilson.

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

Esplanade at The Ranch: They are working with the Esplanade regarding the slope standard problem. He has let the contractor know that they can dig up the lines and construct them to our standards and we will accept them for maintenance, or the HOA will need to maintain the lines. Barbara and Bruce requested that Bill create a document to be recorded that states the lines are private, so the homeowners are aware of the maintenance responsibility. Barbara asked who pays for the document recording, and Bruce said it would be a pass-through cost. Discussion followed regarding billing the HOA or individually for the quarterly user fees.

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

EDU Allocations: There were no allocations in November, but since December 1, Heybourne Meadows has purchased 9 units.

Digester 3 Repair: The relief valve is due tomorrow. Craig Olson will be here on Friday to do a walk-through. Bruce and Frank met with Reno Rendering, and they will meet with Bonanza Septic on Monday. In the meeting with Reno Rendering, specific fees were not mentioned, but they are aware that there will be tipping fees. Bob asked how much, and Frank said he and Bruce are working on it.

Projects within District: Frank reported on a proposed project at the old Valley Chevrolet building across from the COD Casino. The proposal is to put 3 separate themed casinos in the building. The County is asking for separate entrances and facilities for each casino. Barbara asked about purchasing of additional units. Frank stated that it's 3 different units in 1 building, and MGSD Code requires each business in a building have at least 1 Edu unless there are shared restrooms. Barbara also mentioned possible projects at the old Pipeline restaurant and the vacant property on Gilman that Peter Beekhof was going to develop. Frank said he was aware of both of these as well.



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Vehicle Purchase: Frank reported that a 2016 Jeep Patriot was purchased to replace the Taurus. Discussion followed regarding disposal of the Taurus, and the Board directed Frank to look into disposal options.

Town of Gardnerville Plan for Prosperity: Frank stated that Tom Dallaire had asked if Frank was willing to share information with the Plan for Prosperity committee. Bruce felt that it would be minor for sewer, but it would be worthwhile.

Butcher Shop on Buckeye Rd.: Frank learned that the old Bently Biofuels building on Buckeye Rd was converting to a butcher shop. He spoke to Bently staff who were unaware that they needed approval from MGSD. They will not need to purchase any units. Frank was frustrated that the County did not direct them to MGSD.

GRGID Settlement Reimbursement: Bob asked when they are going to pay us the final \$12,000, and Frank said he would find out. Bob directed Frank to write GRGID a letter stating the legal requirement was that they pay in December. He also reminded Frank that the quarterly billing to GRGID needs to include digester and pond costs. Discussion followed regarding billing GRGID prior to reimbursement and then crediting them once the reimbursements are received.

Administrative Report by Staff – April Burchett reported on the following:

Sarah and April have identified one customer to pursue for foreclosure. They will get the information to Bill.

Board Comment – Ray requested an item be placed on the January agenda regarding reallocation of the capacity fees, to fund rehabilitation projects.

Ray asked about the status of Pine View Estates, and Bruce said he hasn't heard anything, but they are still working on it. It's moving forward slowly.

Ray asked Pete to schedule a pond tour.

Discussion followed regarding approval of rehabilitation projects at the February meeting. Bruce will have updated cost estimates at the January meeting.

Barbara asked if any Douglas County Commissioners have called for a plant tour, and Frank said no.



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Barbara said that the Douglas County Commissioners heard the Master Plan, and she asked three Commissioners to re-read MGSD's letter. They still passed the draft housing element with no changes. The County's explanation is that it is a tool if a utility chooses to use it.

Public Comment – There was no public comment.

Meeting adjourned 8:30 p.m.

Approved by the Board of Trustees as presented on:

Date

By _____
Barbara S. Smallwood, District Secretary

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