



Board of Trustees
Minutes of Regular Meeting
Tuesday, November 6, 2018
6:00 P.M.
Board Room
Minden-Gardnerville Sanitation District
1790 Hwy. 395
Minden, Nevada

Board Members Present:

Raymond Wilson
Michael King
Mark Dudley
Barbara Smallwood
Robert Allgeier

Staff Members Present:

Frank Johnson
April Burchett
Bill Peterson
Peter Baratti
Bruce Scott

Others Present:

Doug Ritchie
Mary Schilling

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 wished Mary and Mike the best of luck for the election. Ray noted that the total cash is over \$9 million because the founding board members set the tone for how the District operates. In addition, we have been fortunate with good employees. If any future board members have any problems, they just need to refer back to the minutes of the older board meetings. He also noted that we have the lowest rates in the state and the lowest rates in the country according to a reporter from the Wall Street Journal.

Claims Review and Approval: Mark asked about Item 11 from Codale, and Frank responded that it was for a booster pump for the boiler system. Mark also asked about Item 15 from Ferguson. Frank reported that Items 15 and 24 are for the flare rebuild. The fire department asked us to fix the flare, since they are receiving numerous calls about the flare during the nighttime hours. The stack is being extended and the staff is still in the process of fabricating it. Ray also asked about Item 26 from Plimpton Heating and Air, and Frank noted that there were several exhaust fans around the plant that needed to be replaced. Bob asked about Item 20 from Maintenance Connection, Frank said it is an annual renewal for the maintenance program, which is a separate program from the GovSpend program used for purchasing. Mark asked if we were able to use the GovSpend program for the flare project, and Pete and Frank explained that we were able to get double the pipe for half the price, so the program has paid for itself



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already. Frank pointed out the electric bill was lower due to the co-gen. **Motion by Mike King to approve the claims received for October, 2018 in the amount of \$74,883.75 plus miscellaneous expenses in the amount of \$236.15, and to approve the payroll-related expenses paid during October, 2018 in the amount of \$92,720.69.** Seconded by Bob Allgeier. There was no discussion on the motion. Motion carried [5 ayes (Allgeier, Dudley, King, Smallwood, Wilson), 0 nays, 0 abstain, 0 absent].

Minutes of October 2, 2018 Regular Board Meeting: Discussion followed regarding the Esplanade item on page 2, specifically the sentence, "She said that if the Board did not act, more properties would be sold with a contract that stated public sewer." Mike asked if the wording should be changed to clarify the meaning of the sentence. Bill Peterson felt that the sentence was clear based on Clay Hendrix's request that the board not take any action. **Motion by Mark Dudley to approve the minutes of the October 2, 2018 Regular Board Meeting.** Seconded by Bob Allgeier. There was no discussion on the motion. Motion carried [5 ayes (Allgeier, Dudley, King, Smallwood, Wilson), 0 nays, 0 abstain, 0 absent].

Douglas V. & Marleen S. Ritchie— Represented by Doug Ritchie. Bruce explained that Doug and Marleen Ritchie live on Frieda Lane, which has had a history of septic failures. The Ritchie's are now finding themselves in this situation. They are currently on Town of Minden water. The properties adjacent and across the street are annexed, so it is a straightforward annexation. Because the septic tank failure creates a potential public health hazard, Bruce and Frank directed the Ritchie's to proceed with connecting into the system during the annexation process. Barbara noted for the record that she knows Mr. Ritchie from Douglas County Commissioner meetings, but she felt she could treat him as any other annexation applicant without bias. **Motion by Barbara Smallwood to accept the application for annexation from Douglas V. & Marleen S. Ritchie for 1.18 acres located at 1070 Frieda Lane (APN 1320-29-201-007), subject to the conditions outlined in the letter from Resource Concepts, Inc., dated October 25, 2018. All rules, regulations, and requirements of MGSD are to be met and all fees paid, and to set the public hearing date of annexation December 4, 2018.** Seconded by Mike King. There was no discussion on the motion. Motion carried [5 ayes (Allgeier, Dudley, King, Smallwood, Wilson), 0 nays, 0 abstain, 0 absent].

MGSD Restricted Account for Emergency Repair – Bob stated that the restricted account was initially set up with \$500,000, and that additional money has not been allocated since. He did not think more than an additional \$500,000 was needed at this time. **Motion by Bob Allgeier to transfer \$500,000.00 from unrestricted cash to the Restricted Account for Emergency Repairs.** Seconded by Mark Dudley. There was no discussion on the motion. Motion carried [5 ayes (Allgeier, Dudley, King, Smallwood, Wilson), 0 nays, 0 abstain, 0 absent].



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Attorney-Client Conference – Bill reported on the following:

Esplanade: The Board reviewed MGSD's Notice of Non-Acceptance of Sewer Mains for Maintenance by the Minden-Gardnerville Sanitation District document which is to be recorded. Bill stated that the document is not required and he was concerned that it stated that it wasn't a public sewer, and that we're diminishing the property value, but after reviewing it again he noted that the document only states that MGSD is not maintaining the line and says nothing about public or private sewer. He asked that the wording in the first paragraph be changed from "elected not to accept" to "did not accept". Barbara asked if the reason for non-acceptance should be stated in the document, and Bill preferred that the reason not be in there. He felt that if anyone has a question, they can call the MGSD office.

Engineer's Report – Bruce reported on the following:

Park Ranch Holdings: The tentative map and zoning map amendments were submitted by Park Ranch Holdings to the Town, but it was pulled from the Town board agenda for tomorrow's meeting. The floodplain issues need to be resolved before they can proceed with project approvals. Discussion followed regarding floodplain issues in the area.

GRGID Interceptor TV and Cleaning: Bruce explained that the project will be going out to bid in December. The bid will consist of 3 sections, so the bids can be made and awarded for 1, 2, or all 3 sections. Bruce asked that it be placed on the ~~December~~ January agenda for award in February.

Pine View Estates: He has heard nothing new on Pine View. They are trying to figure out how to obtain the rights-of-way. The transfers of ownership are either well on their way or are complete.

Sewer Line Rehab: Mike asked about the status of rehab projects which were not awarded last summer. Bruce explained that they haven't yet pursued it for this year. Two of the locations are in the NDOT right of way, and they received permission from NDOT to be able to bore in the highway. The bidding climate was unfavorable last summer, but he can move forward on this if the board wishes. MGSD staff has taken care of the Spruce Street issue, so that portion is complete. Mike asked that it be addressed at the January meeting. Bruce stated he can bring a report in December, but Mike preferred January since there will be at least one new board member.



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

Capacity: 10 EDU's were sold in October.

Reno Rendering Agreement: Frank has spoken to Reno Rendering, and they want to negotiate on the rate of 3 cents per gallon. Reno Rendering's position is that there are entities in Northern Nevada who are in the market to purchase grease, so there is no incentive for them to pay us. In addition, it costs them about \$400 per trip to bring a load to MGSD, and they process it for us, saving MGSD about \$300 per load on that. If they didn't have to process it, then they would agree to the fee. Their processing is beneficial to MGSD right now, and may outweigh the tipping fees. Bob mentioned that one of the inducements to the District was that we would charge 5 cents per gallon, and so far we haven't collected anything for tipping fees. Frank stated he will continue to negotiate with Reno Rendering.

GRGID: Frank spoke with Greg Reed, and he has recommended to the current GRGID board not to pursue amending the agreements at this time. He will also make the same recommendation to the new GRGID board.

Projects within the District: Maverik is planning on building another station by Heritage Bank, and there was discussion awhile back of expanding the current station on Highway 88. Frank also reported that a pre-application meeting was held with Douglas County for Stoneridge Villas at Muller/Pinenut, which is proposing 158 manufactured homes for a senior community.

Discussion followed regarding annexation fees being used to offset engineering, legal, and publication fees. Discussion then followed, in relation to annexations, regarding how the quarterly billings will occur. April noted that the MGSD Code states that for projects with a homeowner's association, the CC&R's must state that the HOA will pay the bill, and MGSD will send the billing for the entire development to the HOA, but if not, as in Doug Ritchie's case, the individual homeowner will be billed. Bob asked about payment from FEMA, Frank is still emailing them. He cannot physically go to their office, since entry is restricted. However, he will stay up on the inquiries.

Administrative Report by Staff – April reported that only 1 lien was filed in October, as opposed to the 3 stated in the past due accounts report. The account that was supposed to be paid in full in November won't be paid in full until February.

Barbara asked if MGSD received a 911 surcharge letter, and Frank and April stated that they did not remember receiving one.



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Board Comment – Bob asked that the connection fee increase be placed on the December meeting agenda, and he asked that the board consider increasing the connection fee by a minimum of \$700 to help pay for the sewer line rehabilitation. Mike stated that this item should be held until the January meeting since it will be of concern for any new board members, and Mark agreed. Bob said he will bring it up at the December meeting, and the board can opt to hold off until the January meeting. Barbara has a Carson Water Subconservancy Study that states there are various ways that entities charge connection fees, and she would like clarification of what the various fees are and what they include for comparison with other entities while considering an increase in the connection fees.

Barbara suggested that the board members check out Douglas County's new website, since it has been upgraded.

Bruce reported that he has a client who will be going through an annexation on Buckeye Rd. and he anticipated making an application on behalf of his client for the December meeting.

Public Comment – There was no public comment.

Meeting adjourned 7:20 p.m.

Approved by the Board of Trustees as presented on:

Date By _____
Barbara S. Smallwood, District Secretary

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