



Board of Trustees  
Minutes of Regular Meeting  
Tuesday, December 4, 2018  
6:00 P.M.  
Board Room  
Minden-Gardnerville Sanitation District  
1790 Hwy. 395  
Minden, Nevada

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Board Members Present:

Raymond Wilson  
Michael King  
Mark Dudley  
Barbara Smallwood  
Robert Allgeier

Staff Members Present:

Frank Johnson  
April Burchett  
Peter Baratti  
Bruce Scott  
Bill Peterson (portion)

Others Present:

Hunter Mori  
Mary Schilling  
Ted Thran  
Rob Anderson

Board Members Absent:

None

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

**Public Comment:** There was no public comment.

**Chairman's Comment:** Ray congratulated Mike, Mary and Ted on their election wins, and mentioned it was a pleasure to serve with Mark, Bob, and Barbara, and to work with Frank, April, Pete, and Bruce.

Ray Wilson presented a plaque to Mark Dudley, thanking Mark in honor of his 12 years of service as a Trustee and noting it was a pleasure to work with him.

Barbara Smallwood presented a plaque to Ray Wilson, in honor of his 8 years of dedicated service to the citizens of MGSD and with the following statement:

*Whereas, you were elected to the Minden Gardnerville Sanitation District as Trustee in November 2010, took the Oath of Office in January 2011, were elected as Vice Chairman by your fellow trustees on January 3, 2013, and elected Chairman on January 7, 2014 and serving today; Whereas, you shared your institutional knowledge with the Minden Gardnerville Sanitation District Trustees from your entrepreneur businesses, your lifelong public service career, and your 24 years on the Minden Town Board; Whereas, the Board and the staff have benefitted greatly by all of your knowledge and understanding of the work conditions, salary, benefits, and budget; I have the privilege to extend our heartfelt thanks and gratitude to Ray for his life of dedicated service from the Board, staff, and the community, wishing you continued happiness and good health in the future.*



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**Claims Review and Approval:** Mark asked about Item 24 for Power and Control Solutions, and Frank said it was for electrical repair on pump controls throughout the plant. Barbara asked about Nu-Systems, and Frank said it was for the updated alarm systems. **Motion by Mike King to approve the claims received for November, 2018 in the amount of \$39,634.71 plus miscellaneous expenses in the amount of \$1,139.01, and to approve the payroll-related expenses paid during November, 2018 in the amount of \$122,238.47.** Seconded by Barbara Smallwood. There was no discussion on the motion. Motion carried [5 ayes (Allgeier, Dudley, King, Smallwood, Wilson), 0 nays, 0 abstain, 0 absent].

**Minutes of November 6, 2018 Regular Board Meeting:** Bruce stated that on Page 3 under the GRGID Interceptor TV and Cleaning portion of the Engineer's report, December should be changed to January. **Motion by Bob Allgeier to approve the minutes of the November 6, 2018 Regular Board Meeting as corrected.** 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].

**Digester 2 Floating Cover Repair:** Frank reported that the wheels on the floating cover on Digester 2 have snapped, and we are not able to repair it. Due to the weather, Craig Olson was not able to make an onsite visit to assess the damage and make a recommendation for repair. Frank said he investigated whether it was due to employee error, and it was just wear and tear. He also said that we had to shut down the co-gen since this is the gas storage digester and the co-gen can't run without enough gas. We may have to clean the digester in order to assess the extent of the damage. He will have more information at the January meeting.

**Douglas V. & Marleen S. Ritchie-** Frank said the annexation had been noticed and was ready for approval. 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 approve the 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.** 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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**Park Ranch Holdings** – Represented by Hunter Mori from RCI. Frank reported that a memo to the board was provided under his report regarding the annexation review. Bruce explained that RCI is employed by Mike Gilbert who plans to acquire the property shown in the dark area on the vicinity map provided in the packet. Hunter explained that both parcels are being annexed due to the current alignment of the properties, but Mike Gilbert will be acquiring a portion of the property. The annexation request is for a proposed RV storage facility with hookups and a small number of edu's will need to be purchased. Discussion followed regarding the property being a contract of service as opposed to an annexation.

**Motion by Bob Allgeier to deny acceptance of the application for annexation from Park Ranch Holdings as the property is not contiguous with the District Boundary and to accept the application as a contract of service from Park Ranch Holdings for 82.81 acres located at and north and east of 1300 Buckeye Rd. (APNs 1320-28-000-025 & -026), and to direct staff to notice the public hearing for contract of service for the regular meeting in January 2019, as outlined in the memorandum from Frank Johnson to the Board of Trustees dated November 19, 2018. All rules, regulations, and requirements of MGSD are to be met and all fees paid.** Seconded by Barbara Smallwood. There was no discussion on the motion. Motion carried [5 ayes (Allgeier, Dudley, King, Smallwood, Wilson), 0 nays, 0 abstain, 0 absent].

**MGSD New Construction Fee**– Bob asked that this item be tabled for action until the January board meeting, since legal counsel was not present. Mike asked that Bob write out a proposal or explanation and rationale for board consideration. Discussion followed regarding the timing and process of a Business Impact Statement. **Motion by Bob Allgeier to table the MGSD New Construction Fee until the January Regular Meeting.** Seconded by Barbara Smallwood. There was no discussion on the motion. Motion carried [5 ayes (Allgeier, Dudley, King, Smallwood, Wilson), 0 nays, 0 abstain, 0 absent].

**MGSD Board of Trustees Regular Meeting for January 2019** – Ray explained that this came up so that the new board members can serve beginning in January. **Motion by Bob Allgeier to approve changing the Regular Meeting for the Board of Trustees from Thursday, January 3, 2019 to Tuesday, January 8, 2019.** 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].

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

**GRGID Interceptor Cleaning:** The project is scheduled to go out to bid this week. It is divided into 3 sections so the Board will have flexibility to choose which sections, or all sections to clean. There is another firm out of Idaho who is interested in the project. The bid will be opened on January 4<sup>th</sup>, and



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there is a non-mandatory pre-bid meeting at MGSD. He and Frank continue to coordinate with Greg Reed, the manager for GRGID, for reimbursement of GRGID's portion.

Area Proposed Developments: Bruce reported that there has been a plan submittal for the car wash at Minden Village, as well as a Human Bean drive-thru coffee shop next to Sonic. He has heard nothing more on the Park Ranch project on Muller Ln. He provided comments to the County on Buckeye Rd. plan for the Heybourne Meadows project.

Reservoir Repair: He and Frank have scheduled to have a meeting with FEMA on December 17<sup>th</sup> for a site review and reimbursement.

Bob asked about the time frame for the Pine View project. Bruce said they are making progress, and the current connection fees have been provided to them. The project will require a service area boundary adjustment, and will require coordination with legal counsel. Discussion followed regarding the potential design and a reimbursement plan to Pine View when other property owners hook in.

Barbara asked about the Park Ranch Holdings Klauber Ranch project. She is concerned about the River re-alignment. Bruce said we haven't seen any of the flood studies yet, and we will be looking at it when it is submitted to make sure it does not impact MGSD.

Mike mentioned to new board members that RCI had previously provided the Board a list of needed sewer rehabilitation projects for a total cost of about \$350,000, and that this item is scheduled to be on the January agenda. Bob explained that the federal government wants to have an inflation rate of 2.5% annually over 20 years, so the future cost to replace sewer lines is large.

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

Capacity: 5 edu's were sold in November.

Projects within the District: In addition to the projects mentioned by Bruce under the Engineer's Report, there is also a proposed tire shop at Hwy 395 and Elges.

Bob asked if the audit for GRGID's share of the insurance reimbursement has been done, and Frank said he will do it after Richard's audit is approved at the January meeting.

Bill Peterson arrived.



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**Attorney-Client Conference:** Bill Peterson stated that he would like more time to review the regulations for a business impact statement for the proposed new fee, since the process outlined in NRS has changed since the statute was initially implemented. He will have more information at the January board meeting.

**Administrative Report by Staff** – Barbara asked about the bad debts item under operation expenses, and April explained that was the fund where refunds were shown temporarily.

**Board Comment** – Mike announced that he is organizing a pizza and beer party at Mike’s Chicago Pizza in honor of Ray and Mark, and everyone is invited to attend. He checked with Douglas County, and they recommended that a notice be sent to all employees that there will be a party, and employees can choose attend and/or contribute.

Barbara thanked Ray and Mark for their service to the community and congratulated the new board members.

**Public Comment** – There was no public comment.

***Meeting adjourned 7:25 p.m.***

Approved by the Board of Trustees as presented on:

\_\_\_\_\_ By \_\_\_\_\_  
Date District Secretary

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