Board of Trustees

Minutes of Regular Meeting

Tuesday, March 3, 2020

6:00 P.M.

Board Room

Minden-Gardnerville Sanitation District

1790 Hwy. 395

Minden, Nevada

*Board Members Present*: *Staff Members Present: Others Present:*

Robert Allgeier Peter Baratti None

Michael King Cliff Simpson

Ted Thran April Burchett

 Anthony LaRocca

 Bruce Scott

 Bill Peterson

*Board Members Absent*:

Barbara Smallwood

Mary Schilling

***Meeting called to order at 6:00 p.m. by Robert Allgeier, Vice Chairman.***

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

***Chairman’s Comment:*** The Vice Chairman had no comment at this time.

***Claims Review and Approval***: **Motion by Ted Thran to approve the claims received for February, 2020 in the amount of $85,384.29 plus miscellaneous expenses in the amount of $1,640.88, and to approve the payroll-related expenses paid during February, 2020 in the amount of $96,359.43.** Seconded by Mike King. Bob asked if we were going to get a bill from Casey Neilon every month, and April explained that the latest invoice was for Nicki Neilon’s attendance at the State Finance Board meeting and we did not expect to receive any more invoices until next year for the audit. Bob asked about the Instrument Service invoice, and Peter explained it was for the gas calibration sensors and new equipment. Bob asked if the polymer listed on the Solenis invoice was for Digester 3, and Peter said it was for dewatering. He stated that we have a new vendor who recommended that we buy only 3 lots instead of 6 since there is shelf life for polymer. Motion carried. [3 ayes (Allgeier, King, Thran), 0 nays, 0 abstain, 2 absent (Schilling, Smallwood)].

***Minutes of February 4, 2020 Regular Board Meeting*** : Mike King noted that the vote needs to be corrected on Page 4 showing that Mike King abstained. **Motion by Ted Thran to approve the minutes of the February 4, 2020 Regular Board Meeting with the noted correction.** Seconded by Mike King. There was no further discussion on the motion. Motion carried [3 ayes (Allgeier, King, Thran), 0 nays, 0 abstain, 2 absent (Schilling, Smallwood)].

***Heybourne Meadows Special Meeting***: **Motion by Mike King to schedule a special meeting on March 19 at 10:00 a.m. for the review of the as-builts for Heybourne Meadows Phase IVA and a portion of Phase V and acceptance of the sewer mains.** Seconded by Ted Thran. Mike asked Bruce if the timing was reasonable. Bruce explained that one slope is flatter than he prefers, and he is asking Rob Anderson for calculations demonstrating that the slope will work. Motion carried [3 ayes (Allgeier, King, Thran), 0 nays, 0 abstain, 2 absent (Schilling, Smallwood)].

***MGSD Tentative Budget Meeting***: **Motion by Mike King to schedule the meeting for the MGSD Tentative Budget for April 9, 2020 at 10:00 a.m.** Seconded by Ted Thran. Motion carried [3 ayes (Allgeier, King, Thran), 0 nays, 0 abstain, 2 absent (Schilling, Smallwood)].

***RFP for Sewer Rate Study***: **Motion by Mike King to schedule a special meeting on March 19, 2020 at 10:00 a.m. for the interviews for the respondents to the Request for Proposals for a Sewer Rate Study.** Seconded by Ted Thran. Motion carried [3 ayes (Allgeier, King, Thran), 0 nays, 0 abstain, 2 absent (Schilling, Smallwood)].

***Capacity Fee***: **Motion by Mike King to defer action or further action on Agenda Item 9 - MGSD Capacity Fee until the April 7, 2020 meeting.** Seconded by Ted Thran. Motion carried [3 ayes (Allgeier, King, Thran), 0 nays, 0 abstain, 2 absent (Schilling, Smallwood)].

***MGSD Tenth St. Sewer Line Rehabilitation***: Bruce reported that the Town of Minden awarded a contract for water main work that includes Tenth St. He was not aware of that project at the last meeting, and we also have some work that needs to be done on Tenth St. He and Peter met with Gerhardt & Berry, who are doing the work, to develop a cost estimate for MGSD’s portion. We would also pay $4,000 to the Town of Minden for MGSD's portion of the mobilization, and we will also provide Vac truck work as needed. We will have insurance and an agreement with Gerhardt & Berry that is separate from the Town. Other costs include $2500 for compaction testing. He also needs authorization to sign the contract tonight, since they are planning to start on Monday. Mike asked if the budget could handle the expense, and Peter stated that there were funds in the capital rehabilitation budget. Bruce said it will not jeopardize the planned rehab work for this year. Bob asked about RCI's fees on this, and Bruce said it would be about $2500, since there is no design work. Ted stated that it's great that we're able to take advantage of Minden's work in this area. Bruce also pointed out that next week he'll be meeting with NDOT to coordinate Hwy. 395 work. Ted asked if the Town of Minden would also be able to take advantage of the work being done on Hwy. 395, and Bruce said yes. **Motion by Ted Thran to authorize Gerhardt & Berry Construction, Inc. to perform sewer line rehabilitation and replacement in Tenth St. in conjunction with the Town of Minden’s Tenth St. Waterline Rehabilitation project, for an amount not to exceed $65,000.00, and to approve payment to Town of Minden in an amount of $4,000.00 for MGSD’s share of the mobilization costs, and to authorize the Vice Chairman to sign the agreement with Gerhardt & Berry, and to approve payment to Lumos & Associates in an amount not to exceed $3,000.00 for testing.** Seconded by Mike King. Motion carried [3 ayes (Allgeier, King, Thran), 0 nays, 0 abstain, 2 absent (Schilling, Smallwood)].

***Equipment Repair and Replacement***: **Motion by Mike King to defer the presentation of Item 11 - MGSD Equipment Repair and Replacement to the April 7, 2020 meeting.** Peter agreed that it would be better to discuss this when all 5 trustees are present. Seconded by Ted Thran. Motion carried [3 ayes (Allgeier, King, Thran), 0 nays, 0 abstain, 2 absent (Schilling, Smallwood)]. The Board thanked Peter for the work he did on putting the list together.

***Attorney-Client Conference***: Bill Peterson reported that he has worked out repayment terms with Richard Peters. Richard will owe MGSD a principal total of $43,530.00. Instead of a promissory note, it will be a judgment. He will sign a judgment to the District with a side agreement. If he misses a payment, the judgment then becomes recordable and the remaining amount will be due in full. Richard to Bill he would need about 3 years to make the payment. Bill asked that the approval of the agreement be put on the April 7th agenda, so beginning on May 1, Richard will make monthly installments until the balance is paid in full. The interest is 6.75% on the unpaid balance. Bob asked if the principal amount included attorney's fees, and Bill said both attorney and auditor fees are included. Mike clarified that if he misses a payment, then the full amount is due, and Bill said that was correct. Mike would like to see a grace period, and Bill said he can write it in and noted that we also have the option not to record the judgment. Ted agreed with the grace period. Bob felt that Richard should live up to the agreement and giving him more time would draw it out. Bill said it isn't unusual to have a 5 to 10 day grace period. The Board concurred with 10 day grace period. Bruce asked if Richard felt comfortable making the payment, and Bill said he would like to pay it off early. There is no prepayment penalty.

Mike was hoping to get input from the attorney and engineer tonight regarding their opinion on the responses to the RFP for the Rate Study. Neither Bill nor Bruce had read them. Ted stated that the proposals were pretty boiler plate and of good quality. Bruce was familiar with Municipal Financial because they did the Town of Minden rate study. They are familiar with the utility field and with this part of the state. Mike asked that Bill and Bruce be available at the meeting on the 19th.

***Engineer’s Report:*** Bruce Scott reported on the following:

Sewer Line Rehabilitation: Bruce and Presley from RCI and Peter had an onsite meeting with Wendy Fecteau, who has the property next to Robbie Oxoby’s mobile home park, to resolve the problem of the sewer that goes underneath the building at the back of the property. They are researching the sewer location so they can present alternatives to relocate the sewer to the main. It will be awhile before they can sort through it all. They are also working with NDOT so MGSD can perform rehab work when NDOT is doing their surface work on Hwy 395.

GRGID Interceptor: They are beginning to zero in on handling the siphon under the river, and they found a structurally capable PVC liner that will have the strength. We will need to get somebody to put it in. In order to make it cost effective for a good contractor to be interested, it will require additional construction work upstream. He asked if the Board was interested in having Bruce meet with Greg Reed to see if GRGID can put up money for additional projects. The overall cost would be $600,000 -$800,000 from the siphon ~~to Hwy 88~~ upstream to to Centerville Lane. He can then bring a more specific proposal that can include what GRGID can do. Mike pointed out we don't know how much money we're going to need until we know what the 5-year plan is. Bruce said he sees it in 2 pieces, the GRGID sharing and the other bits and pieces. It would be ideal to go to GRGID and ask them if they can pledge money for interceptor maintenance. At the same time, we would also be doing our other rehab work. Bob asked if we could get a grant to help with this, and Bruce stated that they have looked at grants before, and they want us to spend our money first. So it won't work out for us. Peter said we have the advantage of not doing two separate mobilizations. Bob said the problem is where the money is going to come from. He pointed out that with the edu's being sold, it's not enough money to do anything. Ted pointed out that's why we're doing the rate study. Bruce suggested he and Pete meet with Greg Reed to see what they can do and report back. The Board concurred.

Pretreatment: RCI is continuing to work with Bently and Baker Hughes on their pretreatment.

***District Manager’s Report***: Peter Baratti reported on the following items:

Evolution Car Wash: He recalculated the edu’s needed for the Evolution Car Wash, and they needed a bit more than was originally purchased. They also did some value engineering and did not need some of the drains they originally thought.

He has been attending pre-application meetings at the County, so he can give MGSD a voice in the room and see if anything is going to impact us.

Digester Lid Repair: There was a conference with MGSD, RCI, and Craig Olson, and the project is out for advertising at this time. He anticipated a good group of bidders.

Projects in the District: A lot of projects that have been laid out with infrastructure are starting go vertical and are putting up buildings. The Towns at Monterra purchased 6 units today. Some commercial properties are breaking ground as well.

Plant Projects: The pumps in the wet well are getting back in operation. The backup generator wouldn’t hold prime, so Cashman replaced the necessary parts.

Rate Study: Mike asked about the status of meeting with Waterworth. Peter stated he and April had a teleconference with Waterworth, and it's a software program that would provide ongoing information depending on what we plug into it. He and April felt that it would be very helpful for us to have a rate study in place and then work with this product.

***Administrative Report by Staff:***  April reported on the following:

April explained that the firewall is still holding, but Randy Williams recommended a government-grade firewall device. She will have more information next month or in May regarding a better firewall product.

***Board Comment:*** There were no comments at this time

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

***Meeting adjourned 7:35 p.m.***

Re-Approved by the Board of Trustees with the noted corrections on:

 May 19, 2020 By Ted Thran .

Date Ted Thran, District Secretary

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