



NOTICE OF REGULAR MEETING
TUESDAY, FEBRUARY 2, 2021, 6:00 P.M.,
BOARD ROOM, MGSD TREATMENT PLANT,
1790 HWY. 395, MINDEN, NV

NOTE on COVID-19 RESTRICTIONS: The meeting will take place in MGSD's Board Room.

- All attendees must observe social distancing requirements by maintaining a minimum distance of 6 feet from other attendees – MGSD Staff will ensure that seats are placed in accordance with these guidelines.
- Pursuant to Governor Sisolak's Emergency Directive No. 33 there will be no more than 10 people in the Board Room at any time, including Trustees and Staff.
- Masks are also required under Governor Sisolak's Mandate for a Statewide Pause effective November 24, 2020 and Emergency Directive No. 24 (extended under Emergency Directive No. 29), and will be made available to those who do not have one, with exceptions made pursuant to Emergency Directive No. 24

AGENDA

1. CALL TO ORDER

2. Public Comment -- Discussion Only, Not For Possible Action

- Public Comment is limited to three minutes per speaker, unless the Board Chairman allows additional time.
- Per NRS 241.020, no action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken)

3. Affirmation of Election of Board Officers for 2021 – For Possible Action

Affirmation of the Election of the Following Officers for 2021:

- Barbara Smallwood as Chairman
- Michael King as Vice Chairman
- Ted Thran as Secretary/Treasurer

(Note: Per NRS 318.085.1, "the board shall choose one of its members as chairman of the board and president of the district, and shall elect a secretary and a treasurer of the board and of the district, who may or may not be members of the board. The secretary and the treasurer may be one person.")

4. Chairman's Comment – Discussion Only, Not For Possible Action

- Discussion includes comments and status of projects not covered under an agenda item (No action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken)

5. Claims Review and Approval – For Possible Action

Review and Approval of Bills Paid and Claims Received for January 2021

6. Minutes Approval – For Possible Action

Approval of Minutes from the January 5, 2020 Regular Board Meeting

7. Casey Neilon – For Possible Action

Approval of a three-year contract for auditing services in the amount of \$16,250 for year end June 2021, \$16,750 for year end June 2022, and \$17,200 for year end June 2023, for a total of \$50,200 over three years (Note: Pursuant to NRS 332.115 (b) professional services are exempted from competitive solicitation)

8. Designation of Auditor – For Possible Action

Designation of Casey Neilon as auditor for the MGSD audit ending June 30, 2021
(Note: Pursuant to NRS 354.624.3 a governing body may, without requiring competitive bids, designate the auditor or firm annually)

9. Warren Averett Technology Group – For Possible Action

Approval of Proposal to Serve dated December 8, 2020 to purchase a block of 100 support hours for LaVonne Ghanavati for accounting services in an amount of \$20,000.00, a discount of \$7,500 from the standard billing rate

10. Attorney-Client Conference – For Possible Action

- Status Report of Ongoing Matters and Requests from MGSD Staff and Board of Trustees
- Note: The Board of Trustees reserves the right to interrupt the open meeting during this time and adjourn to a closed session for the purpose of having an attorney-client discussion regarding potential or existing litigation, pursuant to NRS 241.015(3)(b)(2). No action will be taken on an item discussed during a closed session.

11. Engineer's Report – For Possible Action

- Action Items may include matters needing immediate attention or resolution related to line rehabilitation, line cleaning, and progress of various projects

12. District Manager's Report – For Possible Action

- Status of Belt Press Project
- Status of Digester Lid Project
- Status of Replacement of Administrative position
- Discussion includes monthly report of activities, personnel matters, and progress of various projects
- Action Items may include matters needing immediate attention or resolution related to plant repairs, sewer line repairs, and any other matter of impact to public health and safety

13. Administrative Report by Staff – For Possible Action

- Action Items may include correspondence requiring immediate action or response by the Board



14. Board Comment – Discussion Only, Not For Possible Action

- Discussion regarding format for District Manager Review at the February 4, 2020 meeting
- Discussion may include comments and status of projects not covered under a prior agenda item (No action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken)

15. Public Comment -- Discussion Only, Not For Possible Action

- Public Comment is limited to three minutes per speaker, unless the Board Chairman allows additional time.
- Per NRS 241.020, no action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken)

16. ADJOURNMENT

- The MGSD Board reserves the right to hear any agenda item out of order, to combine two or more agenda items for consideration, and remove an item from the agenda or delay a discussion relating to any item on the agenda.
 - Copies of supporting material are available online at www.mgsdistrict.org or can be requested from the Minden-Gardnerville Sanitation District Office located at 1790 Hwy. 395, Minden, NV 89423, by calling April Burchett at (775) 782-3546, or by email at mgsdstaff@gmail.com or at aburchett@mgsdistrict.org
 - Any agenda item represented by an attorney must give written notice to the Minden-Gardnerville Sanitation District at least fifteen days prior to the meeting.
 - All persons attending the meeting are required to sign the guest register. All meetings are recorded pursuant to NRS 241.035.
 - NOTICE TO PERSONS WITH DISABILITIES: Reasonable efforts will be made to assist and accommodate physically handicapped persons desiring to attend the meeting. Please call the MGSD office at (775) 782-3546 in advance of the meeting, so that arrangements may be conveniently made.
 - This meeting notice is posted at the following locations: the Minden-Gardnerville Sanitation District; Douglas County Historic Courthouse Building; Gardnerville Post Office; Minden Post Office; and at <https://notice.nv.gov>
-

PLEASE DO NOT REMOVE UNTIL: 2/3/21

