

Minutes
Indian Hills General Improvement District
District Office
3394 James Lee Park Rd. #A
Carson City, NV 89705
Project Meeting
July 7, 2008
5:00 P.M.

Trustees Present: Chairman Laura Lau, Vice Chairwoman Denise Pierini, Secretary/Treasurer William Eisele, Trustee Brian Patrick

Trustees Absent: Trustee Kathryn Clark-Ross (arrived during item #5.)

Staff Present: Wastewater Supervisor Andy Joyner, Administrative Assistant Karen Ziemer

Others Present: Attorney Scott Brook, Engineer Brian Randall, Art Baer, Michelle LaFontaine, Dianne Humble, Ron Kruse

1. **Call to Order:** Chairman Lau called the meeting to order at 5:04 P.M.
2. **Pledge of Allegiance:** Led by Chairman Lau
3. **Approval of Agenda:**

Public Comment: Dianne Humble commented that Agenda Items #5 and #6 put out for the public, are against the open meeting laws and NRS. As far as she can tell, any order the Agenda items are in, the documents must be included for the public at the time that they are provided to the Board.

Vice Chairwoman Denise Pierini made a motion to approve the Agenda. Secretary/Treasurer Bill Eisele seconded. Motion carried 4-0. Trustee Clark-Ross absent

4. **Public Interest Comment:** Dianne Humble asked about Agenda Item #10 documentation and how it has anything to do with arsenic.
5. **Interviews of Candidates for the District's General Manager Position.**
The candidate was asked to leave the room while the Board discussed questions to be asked during the job interview. Candidate James Taylor was given a copy of the interview questions and interviewed by the Board of Trustees' with Chairman Lau asking the interview questions.

Trustee Clark-Ross arrived at 5:24 P.M.

6. **Discussion and possible action to select the best candidate for the General Manager position and to authorize the Chairman of the Board, District's Attorney and General Manager to negotiate the agreement/contract for that position and to schedule a date to approve that agreement/contract.** The Board of Trustees each discussed their thoughts regarding the interview of candidate James Taylor.

Public Comment: Dianne Humble commented that the job should be advertised for 30 days and the ideal applicant would have a Bachelor's Degree. Instructions for applicants should be followed, or

their application thrown in trash. Dianne suggested posting a salary. Art Baer commented that the website job description should be consistent with other advertised job descriptions.

Trustee Patrick motioned to advertise for a General Manager per the website Management job description, for one month, and to include James Taylor with the next group of prospective candidates. Trustee Clark-Ross seconded. Motion carried 4-1. 4 Ayes-Vice Chairwoman Pierini, Secretary/Treasurer Eisele, Trustee Patrick, Trustee Clark-Ross; 1 Nay, Chairman Lau.

7. **Presentation and Update on Carson River Watershed Regional Issues by Carson Water Sub Conservancy District:** Edwin James, General Manager of the Carson Water Sub Conservancy District stated every two years he tries to update all the water purveyors throughout the Carson River watershed regarding on-going and current regional water activities. The watershed area contains Alpine, Douglas, Carson City, Lyon, and Churchill Counties. What happens in the lower part of the watershed affects the upper part and visa versa. Edwin reviewed his report of Carson River Regional Activities with the Board. He reported on pipeline upsizing the Sub Conservancy has done. Edwin and the Sub Conservancy would like to be a resource to IHGID and lend assistance in the water and sewer areas while the District has no General Manager. Trustee Patrick asked about the Jacks Valley pipeline upsizing. Edwin explained that Douglas County is looking at putting a pipeline from Genoa to Jacks Valley and possibly to the Clear Creek area. The question is, who is going to pay for the section to Clear Creek. The Sub Conservancy does not build pipelines, but gets involved in the planning process by upsizing pipe size for future uses. The Sub Conservancy has funds to pay for the upsizing. They get involved after the main funding source is obtained for the initial pipeline. The Sub Conservancy then enters into an agreement with the entity for additional capacity. Chairman Lau asked if there were Grants available. Edwin answered yes, every February his office sends a letter to water purveyors for Grant requests. Grant requests must have a regional benefit to be considered. Engineer Brian Randall asked who manages and controls the enlarged pipeline capacity. Edwin replied the capacity is owned by the Sub Conservancy and the ongoing maintenance and ownership of the pipeline is owned by the entity it goes through. By owning the capacity, the Sub Conservancy can allow usage for emergency purposes to entities. The Sub Conservancy pays for the upsizing, then, when someone new wants to use the resource, the Sub Conservancy would have a contract with them, under which a District would be allowed to recoup replacement costs.

Public Comment: (none)

8. **Reports to the Board:**

- a. **General Manager's Report**
No discussion regarding a report by Nancy Fredrickson, Acting General Manager.
- b. **Engineer Report (Exhibit A)**
Engineer Brian Randall reviewed his report dated July 2, 2008 with the Board of Trustees' regarding Hobo Lift Station Replacement, Clear Creek Wastewater Service Inter-Local Agreement with Douglas County, and an update on the Granite Court sewer line repair. Brian asked the Board to put any comments in writing regarding the Draft Inter-Local Agreement with Douglas County to be taken to the next meeting between representatives from IHGID, Douglas County and Manhard Consulting. Engineer Brian Randall, Secretary/Treasurer Eisele, and Trustee Brian Patrick will be representing IHGID at this meeting.

Public Comment: (none)

- 9. Discussion and possible action on bid review, selection of a successful bidder, and award of a contract for the “Package Lift Station and Emergency Power Installation” project.** Engineer Brian Randall reviewed the Bid Results Summary and Bids received with the Board. Brian recommended the low bid by Petersen Construction, Inc.

Public Comment: (none)

Trustee Patrick motioned to accept the bid from Petersen Construction, Inc. for the “Package Lift Station and Emergency Power Installation” project in the amount of \$530,455.00. Secretary/Treasurer Eisele seconded. Motion carried unanimously.

Break: 7:45 P.M.

Reconvene: 7:57 P.M.

- 10. Discussion and possible action regarding payment to Pall Corporation in the amount of \$8,500.00 for fee to deliver, install start up, on site training, service and 1st month rental charge for an arsenic removal system at Hobo Hot Springs.** Item postponed until the next Board Meeting of July 16, 2008.

Public Comment: (none)

- 11. Discussion and possible action regarding overtime pay to employees attending Board of Trustees Meetings.** Trustee Clark-Ross recommended that at this time with the budget crunch, the employees give the Interim General Manager their report to bring to the Board, or else be heard at the beginning of a Board Meeting, and then leave. This will cut down on overtime costs. Trustee Patrick commented that if an employee is asked come to a meeting, an employee must be paid due to union contracts. Chairman Lau asked that Agenda items be required to have written backup for the Board Packets. The public and residents are concerned with not having information before the Board meetings. Attorney Scott Brooke recommended that Agenda Items have written backup rather than the Board taking Agenda Item comments in person, as they are less communicative. Scott stated that any written information the Board receives in their Meeting Packet must be contained in the Public’s Packet. The Board agreed that unless requested, employees should not come to meetings, and if asked to be at the meeting they be placed first on the Agenda. The Board agreed that Agenda Items will have backup material provided when they are placed on the Agenda.

Public Comment: (none)

Discussion only, no action taken.

- 12. Chairman and Trustees Reports:** Trustee Clark-Ross commented that the Valley Vista Park Public Workshop Meeting is July 14, 2008 at 6:00 P.M. in the Board Meeting Room. This special meeting will need to be noticed with no action items and a statement that there may be a quorum of Trustees’ present. The regular Board of Trustees’ Meeting is July 16, 2008 at 6:00 P.M.

- 13. Adjournment:**

Secretary/Treasurer Bill Eisele motioned to adjourn the meeting. Trustee Brian Patrick seconded. Motion carried unanimously. Meeting adjourned at 8:25 P.M.

FINAL APPROVED MINUTES AS PRESENTED

**Secretary/Treasurer
William Eisele**