

Minutes
Indian Hills General Improvement District
District Office
3394 James Lee Park Rd. #A
Carson City, NV 89705
Special Meeting
July 23, 2008
6:00 P.M.

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

Trustees Absent: (none)

Staff Present: District Analyst Human Resources & Community Sandi Eisele, Utilities Billing Coordinator Jimmy Weaver, Customer Service Representative Kathy Martin, Administrative Assistant Karen Ziemer

Others Present: Attorney Scott Brooke, Art Baer, Dale Morlan, Jim Murphy, Ron Kruse, Ed James, Jim Taylor, Bill Moriarty, Dianne Humble, Gary Little

1. **Call to Order:** Chairman Lau called the meeting to order at 6:00 P.M.
2. **Pledge of Allegiance:** Led by Chairman Lau
3. **Approval of Agenda:**

Public Comment: (none)

Vice Chairwoman Pierini motioned to approve the Agenda. Trustee Clark-Ross seconded. Motion carried unanimously.

4. **Public Interest Comment:** Jim Taylor asked the Board to accept him as an Interim Manager until they get a General Manager. Chairman Lau replied the Public Interest time is only for items not on the Agenda. Dianne Humble commented on her concern and neighbors concern regarding the Interim General Manager and called for her resignation immediately.
5. **Discussion and possible action regarding the appointment of an acting Interim General Manager:** Chairman Lau commented that at the last Board meeting there was a consensus of the Board that IHGID needs an Interim General Manager. At that meeting individuals who were interested in the position were asked to come to tonight's meeting. Interested candidates tonight are James Taylor, Art Baer and Ed James. Each candidate spoke to the Board regarding their background and interest in fulfilling the Interim General Manager position. The Board asked questions of each candidate.

Candidate Art Baer stated he has been involved with the IHGID since he moved here 11 years ago. He has worked in the IHGID sewer plant, water plant and parks. He knows and has worked with most of the employees of IHGID. His background includes 37 years in the instrumentation field, working in sewer plants, water plants and petrol chemical plants. When he left the IHGID Board of Trustees, the District was in good shape and he'd like to see the IHGID back on an even keel again. Art offered his services to IHGID at no charge.

Candidate Ed James from the Carson Water Sub Conservancy distributed a letter he wrote to the Board dated July 23, 2008 along with his resume (Exhibit A). Ed offered his services to help IHGID move their process forward to hire a General Manager. A couple of years ago Ed helped Silver Springs while they were trying to get a new General Manager. Ed has a full time job but would like to help the Board work together to become a single voice in staffing issues and in finding a good General Manager. Ed spoke with his Board and can give the District up to 6 hours per week during the day and some evening hours. Ed has experience in running water and sewer districts. Ed would be providing his services through his current job with Carson Water Sub Conservancy at no charge.

Candidate Jim Taylor stated he was interviewed by the Board of Trustees' for the General Manager position and he is still interested in that position. He is also interested in the Interim General Manager position. He would like to prove himself during his time as an Interim General Manager. Jim commented on the requirement of a college degree for the job. He taught college students how to become engineers for Sierra Pacific Power Company. Jim has worked with different utilities. He was called back as an Interim Manager for a utility company in Alaska 4 years ago. He was there for approximately 2 ½ months until a Manager was hired. Jim has 18 years of experience. He has investigated how to run utilities in the State of Nevada.

Trustee Clark-Ross suggested bringing Ed James in to help one of the other candidates chosen as Interim General Manager.

Public Comment: Bill Moriarty commented that it would be inappropriate to hire an Interim General Manager who wants to become a General Manager. The Board is currently advertising for a General Manager which would put an Interim General Manager a step ahead of job seekers. Pat Murphy commented that we need a General Manager that is strong and kind to listen to and help staff. Dianne Humble commented that Art Baer has a lot of knowledge about IHGID, is easy to get along with and any expertise he lacks, Edwin James can help him with.

Secretary/Treasurer Eisele motioned to hire Art Baer as Interim General Manager with the help of Edwin James for the duration of time until IHGID can get a General Manager on board. 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

6. **Discussion and possible action regarding development and adoption of rules of procedure and conduct for members of the Board of Trustees, individually and as elected Board officers:** Chairman Lau explained this item came about due to situations in the District with multiple Board members directing staff. Attorney Scott Brooke was asked to bring clarification to the issue and provided documentation for the Board's meeting packet. Secretary/Treasurer Eisele commended Attorney Scott Brook for a good job with his memo, bringing excellent guidelines to the Board and staff. Vice Chairwoman Pierini commented the documentation was the most informative she has received in explaining how a Board is to conduct themselves, besides the Roberts Rules of Order. Scott Brooke commented it is difficult to sit on the Board with no experience working on a Board. Scott suggested facilitators to help Board members learn to work together, or the Board can come up with their own rules of procedure, or go to other entities Board meetings. Secretary/Treasurer Eisele suggested IHGID Trustees go to a Gardnerville Ranchos GID Board Meeting to see how their meetings are run. Chairman Lau thanked Scott for his memo. Chairman Lau commented that it doesn't mean anything unless

the Board is going to follow these procedures. There must be mutual respect and a commitment from all Board members for it to work.

Public Comment: Dianne Humble commented that paperwork should have been given by the Senior Board members to the others that came in. Dianne sees that a couple of Board members have not earned the respect of the other Board members. Dianne suggested the Board remember they are here to serve the public. Attorney Scott Brooke commented that it is hard to develop rules unless there is consensus of Board members. Scott suggested a little bit more formality might be a start. Scott suggested Ed James may be able to help the Board in this area due to his experience with many diverse Boards. Diane Humble commented that in the documentation from Roberts Rules of Order, page 443, item 10 states that the Secretary prepares the Agenda and presents it for the use of the presiding officer. In the IHGID past, it has usually been that the Secretary sits with the General Manager to prepare the Agenda. The Board discussed the IHGID Bylaws that show the Board had adopted Roberts Rules of Order previously. Gary Little commented he dealt with Hospital Boards for the past 17 years. Gary said that his Board had a retreat each year to educate the new Board Members on how their Board works. The Treasurer on his Board met with him weekly to go over financial statements, etc. and knew as much as the Manager about the state of finances.

7. **Chairman and Trustees Reports:** Vice Chairwoman Pierini announced the League of Cities meeting in Fallon, August 20-23 if any Board members want to go. Secretary/Treasurer Eisele and Trustee Clark-Ross announced they are planning to attend. Sandi Eisele commented on an OSHA report. In house corrections are being done and some needed programs are extensive. Overall, OSHA said our facilities did very well. Vice Chairwoman Pierini reported there was a bathroom torched at the Park. Trustee Clark-Ross reported that Dan Bohler has postponed future soccer games on our fields due to problems with parents, coaches and players using obscene language. Chairman Lau stated she would contact Art Baer to start his job as Interim General Manager on July 24, 2008.

8. **Adjournment:**

Trustee Patrick motioned to adjourn the meeting. Secretary/Treasurer Eisele seconded. Motion carried unanimously. Meeting adjourned at 7:14 P.M.

FINAL APPROVED MINUTES AS PRESENTED

**Secretary/Treasurer
William Eisele**