

Minutes
Indian Hills General Improvement District
Board of Trustees Meeting
District Office
3394 James Lee Park Rd. #A
Carson City, NV 89705
November 16, 2011
6:00 P.M.

Trustees Present: Chairman Denise Pierini, Vice Chairman Brian Patrick, Secretary/Treasurer Bill Eisele, Trustee Art Baer, Trustee Dianne Humble

Staff Present: General Manager John Lufrano, Customer Service Representative Brooke Thompson

Others Present: Attorney Scott Brooke, Engineer Tim Russell, Penni Eisele, Gloria Lee, Eileen Christensen, Ron Carroll, Alejandro Garcia, David Johnson, Trey Dallaire, Galen Robinson, Emmett Robinson, Micah Miller, Bryce Vardas-Doane, Lee Jongsma, Gage Miller, Jaden Jackson, Diego Silva, Ed Garcia.

- 1. Call to Order:**
Chairman Pierini called the meeting to order at 6:00 P.M.
- 2. Pledge of Allegiance:** Led by Chairman Pierini
Secretary/Treasurer Eisele disclosed that his daughter-in-law Sandi Eisele works for the District in Human Resources.
- 3. Approval of Agenda:**
Trustee Humble motions to strike item 9 from the agenda as there is no backup to have a discussion. Secretary/ Treasurer Eisele seconds. Motion carried unanimously.
- 4. Public Interest Comment:**
No public comment.
- 5. Discussion and possible action to accept and support the proposed draft Community Wellhead Protection Plan for Public Water Systems in Douglas County, Nevada. Presentation by Eileen Christensen with BEC Environmental a contractor for NDEP:**
Eileen Christensen with BEC Environmental introduced herself. She took a moment to thank the Board for allowing her to give the presentation to them. The Community Wellhead Protection Plan for the assistance with Douglas County is the first of its kind not only in the state of Nevada but the entire EPA region line and in fact it is one of the first times a Wellhead protection plan has been taken on a community wide level. traditionally these plans were taken on a system to system basis and the problem was the systems would identify challenges and they weren't able to resolve them in a regulatory frame work until they went to whatever the governing board was for local government to say we really need your help to pass an ordinance or take measures to prevent contamination for water supply wells in our area. This has changed that dynamic making it

easier for people to work with that type of framework and to approach it on a County wide basis especially when you have very common challenges across different public water systems. The plan was developed to ensure that all Public Water Systems in the County have delineated Wellhead Protection Plan areas. We took a combination of modeling wells and incorporated other factors that people thought were of importance to consider in protection the water supply. The process began with forming a team, the team was formed several different stake holders and a technical team worked with a model. The information was presented to the team and once they approved the final delineation methodology we did an inventory of contaminate sources. We took a look within the area we delineated on the land surface and could anticipate where if contamination lands in specific areas approximately how much time it would take to hit your water table.

Incidents that prompt this type of research are things like what happened in Ely. About ten years ago they had a dry cleaner that was fairly close to one of their three City water supply wells, contamination from that dry cleaner hit one of the wells. Ely had to shut down that well and they were only able to use two of their three wells. That well was closed for almost ten years while they tried to clean it up, they looked at alternatives to protect the water supply. That type of incident is what we are looking at preventing. That is where your development strategies come in if you know you have a dry cleaner in the area sometimes it is very simple to provide simple educational information to businesses on how to properly dispose of chemicals they are using to prevent contamination from that source. You have already done some contingency planning with the intertie project to allow some blending of water supplies and alternative water supplies in the event of an emergency. We have developed an action plan for the team to implement. When the State first came up with what they call a integrated source water protection program they looked to the Board of County Commissioners for support and wanted the opportunity to be the first to try to develop a plan of this magnitude. The Board whole heartedly supported this and submitted a signed letter of support and started the process with the initial planning team formation on April 7, 2010.

Since then they have meet almost on a monthly basis to develop the process. The contaminant sources research was initially inventoried by the University of Nevada for the entire State and we confirmed their research. The team decided that they did not want to prevent economic development they just want to have a voice to air concerns they might have about new development so the County took more of an informational approach. If someone develops a project anywhere within your Wellhead Protection area they will be filling out a form for project planning when they go through the County. Once they check the box saying that they are in a Wellhead Protection area the County will forward the plans to Indian Hills to give us a heads up that this project may potentially affect our water supply and we would have the option to look at and make recommendations to prevent potential contamination that we might see with this project. This month and next we are talking to all Public Water Systems to explain more about the plan and answer questions. Then we will go through the Planning Commission and the Board of County Commissioners for final approval once they approve the plan it will become State endorsed which will open up some eligibility for additional funding that we might be able to pursue later. When they went through and did the inventory we found quite a few septic tanks in Indian Hills but because of the intertie project we don't consider that major contaminate concern at this time. 37% of the sources they surveyed that could be problematic are septic tanks others are

automotive repair shops, radiator shops, agriculture, commercial and industrial and existing wells.

At this time if you support this we are asking for you to sign a letter of support and submit it to the County Commissioners, remember this is still a draft so if you want to add something we can, we also review this plan annually. Eileen thanked Tim Russell for all his work in developing this plan. Cathy Poole with Douglas County is the team lead you may contact her with questions as well.

Public Comment:

Resident Gloria Lee commented that she was confused we are hooked up to the new pipe and we are getting water from Minden. So are we protecting the wellhead at the Minden source or are we protecting each of these wells that we have around here and if we are is that just to ensure we have a well if needed in the future? Tim Russell explained that this plan protects all the wells within the entire valley. Even though Indian Hills is connected to Minden there are still wells that are being utilized for the water system they are smaller wells that by themselves would not be enough to supply all the water to the District but we still want to protect all the resources of the District.

Vice Chairman Patrick motioned to accept and support the proposed draft Community Wellhead Protection Plan for Public Water Systems in Douglas County, Nevada. Trustee Baer seconded. Motion carried unanimously.

6. Reports to the Board:

a. General Manager Report (Exhibit A)

General Manager John Lufrano reviewed his report with the Board. Trustee Baer commented on the culvert cost of \$7,000-\$8,000 for the puddle coming into the park. John commented that we moved away from the culvert and have gone to a trench drain which is used all over parking lots allowing water to flow out into grate so that is where the cost comes from. He explained that we actually have some further developments with the County, they are very interested in redoing Vista Grande so with that they have decided to back off the idea of fixing that and we will keep pushing the puddle out. The County has a timeline of somewhere in the Spring of 2013 for fixing Vista Grande.

Trustee Baer commented on the crew trying to winterizing the restrooms. The restrooms at ball field two are insulated and so there shouldn't be any problem keeping that one open the other one was never intended to be open year round it is strictly for the summer. General Manager John Lufrano explained that we have had nothing but complaints that they don't want to go to ball field two. So for a minimal cost we sealed the windows and doors and punched a couple of holes for some vents and inside the chase way on a timer there is a heater to heat the pipes and allows the air to get into the restrooms, we have had no problems and it seems to have made everyone happy. We have a lot more use of the park facilities in the winter months.

Trustee Humble commented on the November County wide manager's meeting why do you all meet. General Manager John Lufrano explained that when he first became GM he had contact with several other Manager's and there had never been

a time when they all got together to discuss issues. It has been well received and much appreciated by all who attend.

Trustee Humble also commented on the parks report that all trees in James Lee Park, South Sunridge Park and Mica islands have been pruned I drive those streets everyday and have not notice it what does pruning consist of. General Manager John Lufrano explained there were several suckers and he had field crew go out and remove them we did not prune tree branches.

Trustee Humble asked how often crews sweep the District. General Manager John Lufrano explained they spot sweep as needed in the last three weeks they have only been out twice and it's only maybe half a day. Trustee Humble commented that they use to sweep the streets two or three times a year. General Manager John Lufrano advised we are not hitting all the streets it is as needed, if we don't then we may have a big problem when we get our first big storm.

Secretary/ Treasurer Eisele commented that the fire hydrant on Vista Grande has been fixed and that the ozone system at the Water plant has been removed and we can start using all the space down there.

Trustee Humble said I know the generators will be shipped out soon but what is going to happen to the stainless steel tanks. General Manager John Lufrano said that between himself, Dave and Tim Russell they are looking at trying to sell the tank and putting the money back into the water fund.

Trustee Baer said that the oxygen system for the ozonator was purchased separately and we should be able to sell it back to who we bought it from. General Manager John Lufrano has asked Dave to look into that or possibly using them as a middle man to see if they know of anyone else that maybe interested in purchasing them.

Chairman Pierini commented that we have a new water sample station on Arcadia Road. Why did we need a new site. General Manager John Lufrano stated that it is not a new site it is an existing site we just had to replace the old one.

Chairman Pierini was very impressed that all staff attended a six hour CPR class and was happy to hear that having it done through Pool pact saved the District \$1400.00.

Trustee Baer asked how the solar project at the Wastewater plant is going. General Manager John Lufrano stated that as of today the project is complete. NV Energy just needs to come install there meter. The project went very smooth and he encouraged them to call him to go take a look if they would like.

b. District Analyst-Community & H.R. Report (Exhibit B)

General Manager John Lufrano reviewed his report with the Board. He told them they have two months of reports and a separate breakdown showing donations we received for the Canine Extravaganza.

Chairman Pierini said she knew there was mention of eliminating weekend help and noticed that the hours are low have we gone forward with that. General Manager John Lufrano said no not yet he still has weekend coverage on Sundays to just make sure things are working correctly and we are working towards full SCADA which will eliminate weekend coverage and the 10% differential pay.

Chairman Pierini commented that she was happy to hear the Canine event was so successful and a job well done to all that participated.

General Manager John Lufrano noted that since October 3, 2011 we have had no overtime or call outs due to water or sewer.

c. District Accountant Report (Exhibit C)

Trustee Baer stated that on the cash flow balance sheet there is \$250,000 for pipeline contingency isn't the pipeline finished. Engineer Russell stated that the balance is for the jointly funded projects with Minden, Carson City and Douglas County that are ongoing. Trustee Baer would like to see the format of the report changed.

Vice Chair Patrick asked if we could include the entire yearly budget in their packet for them to have in front of them at the meetings. General Manager John Lufrano said not a problem. He also commented that the auditors have been in but they were not ready to bring anything to the Board so Mr. Steele will be asking the state for an extension and should have something for the next Board meeting.

Public Comment:

Micah Miller from Minden and Boy Scouts troop asked What is parliamentary procedure and why is it used in meetings like this? Chairman Pierini stated that there is a book she encourages him to read called Roberts Rules of Order, she then asked District Counsel to elaborate a little. Attorney Scott Brook added that parliamentary procedures are commonly accepted rules of conduct for public meetings. You can't have a lot of people in the same room without rules and without people being courteous.

d. Engineer Report

District Engineer Tim Russell announced that we are on Minden water and are finishing up little odds and inns with the project but should be done in the next month. We came in substantially less than the funds available for the project from USDA so he has approached USDA to see if we can use those funds for other necessary water projects that need to be done. He has requested to use those funds for upgrades to SCADA and new radio systems that the District will have to do in the next few years anyway to be compliant with FTC regulations. USDA has indicated there are plenty of available funds through other grants if needed for those improvements. They are working on requesting proposals for the equipment portion for the dewatering and headwork's equipment, they were advertised today.

Vice Chairman Patrick stated that we are getting a rebate from NE Energy and asked when we should see that. Tim Russell said we have to submit the paperwork but we are in good shape for that.

Trustee Humble asked because of the water tie in we have \$60,000 is that coming back to us. Tim Russell explained that part of the funding from USDA as part of the water project we had a 50/50 split the way USDA operates is you have to spend your own money first then any loan funds and grant funds last if you don't use the grant funds they are put back into the USDA pool. He also stated that the NV Energy rebate should go to the enterprise sewer fund.

e. Attorney Report

Attorney Scott Brook stated that there are no new legal matters and he is working with General Manager John Lufrano on pending matters.

Public Comment:

Boy scout troop 140 announced their names, rank and where they are from. Resident Ron Carroll asked now that the pipeline is complete what is going to happen to our water rates. Chairman Pierini directed him to get in contact with John Lufrano at a later date.

Recess: 7:09 P.M.

Reconvene: 7:15 P.M.

7. Discussion and possible action to approve a contract for removal of the Valley Vista Water tank:

General Manager John Lufrano advised that he has gone out and received three estimates to remove the tank. Out of the three the one you have was the lowest at \$8,800 the next was \$14,500 and the last was \$21,000 so at this time he is asking that the Board approve the lowest so we can move forward with removing the tank. Trustee Humble asked why we cannot do this ourselves as we have four full time men. They assisted in putting it up. General Manager John Lufrano advised that this work is out of the scope of the skill set for the employees and he is not going to put our staff on the top of the tank to do this with cutting torches.

Public Comment:

Resident Gloria Lee stated that she remembers a while ago that the Board did not want to remove the tank and thought that Syncon was going to. She said it is bad times and why spend the \$8,800 on what is a cosmetic problem.

Secretary/Treasurer Eisele motioned to approve the contract with Resource Development Company for removal of the Valley Vista water tank in the amount of \$8,800. Trustee Baer seconded. Motion carried unanimously.

8. Discussion only regarding the recent graffiti problem at James Lee Skate Park:

General Manager John Lufrano explained he has two schools of thought. One close the skate park immediately after graffiti or second remove it immediately so it gives no pride to who did it. I chose the second and cleaned it the next morning the problem was on day one we used the Vacuum truck and the 3000 psi nozzle which has worked in the past but this must be different paint because it did not work. On day two we rented a sand blaster which worked and is fast.

Secretary/ Treasurer Eisele asked what the sand blasting does to the concrete and if there is a sealer we can put on to help remove graffiti in the future. General Manager John Lufrano explained that the sand blasting did not chew up the concrete at all and there is a product out there that is applied to concrete that has an anti graffiti component that allows us to literally wipe it off. The sealer is very expensive for a five gallon pail it is \$430 and we need about thirty to forty gallons.

Trustee Humble stated that the worst thing in the world would be to close the park and take the pictures to the police and they should tell you who did it. General Manager John Lufrano stated that we sent the Sherriff's office the pictures and the breakdown of cost to remove it. In my opinion removing the graffiti by sand blasting is the best at this time.

Vice Chairman Patrick requested that this item be brought back to the Board with a cost for the concrete sealant at the next meeting on December 14, 2011.

General Manager John Lufrano will get some pricing for the sealant and for the graffiti removal and put in on the agenda for the next Board meeting on December 14, 2011.

Public Comment:

Resident Gloria Lee thinks that we should find the kids and make them take responsibility for it. She also suggested giving them an area to graffiti on so they don't do it on the skate park. Penni Eisele believes that giving the local artist an invitation to graffiti may shut them down.

- 9. Discussion only regarding installation of a six foot high privacy fence from the block wall North to the end of the property lines on James Lee Park Road, 260 linear feet:**
This Item was removed from the Agenda.

- 10. Discussion and possible action to award a contract for the concrete work at South Sunridge Islands:**
General Manager John Lufrano stated that the Islands on South Sunridge Drive between HWY 395 and L'adagio are the Districts responsibility to maintain. Irrigation was removed several years ago. The homeowners association has contacted him to see if we are going to be cleaning them up. My initial thought was to do something that would keep the maintenance and man hours down but when I got the bids for the concrete work I was shocked. General Manager John Lufrano said that Mr. Wellman may eventually develop that land and do something with it then.

Trustee Humble said we are not responsible to the home owner's association and this area is easy for our crew to maintain. Give the bids to the home owner's association or to Mr. Wellman and give them permission to clean it up themselves.

Trustee Baer suggested we take the bushes out and put some rock or decomposed granite in there and leave it.

Chairman Pierini suggested we put in a few man hours to clean it up as it looks horrible.

Public Comment:

Resident Gloria Lee feels unsettled at all the different opinions and thinks it is appropriate to wait until next meeting to decide.

Trustee Humble motions to not do anything but clean up the islands and to not discuss this any further and give John Lufrano permission to allow the home owner's association or Mr. Wellman to improve the islands if they would like to. Trustee Baer seconded. Motion fails 3-2, 3 nays by Chairman Pierini, Vice Chairman Patrick and Secretary/ Treasurer Eisele; 2 ayes by Trustee Humble and Trustee Baer.

Vice Chairman Patrick requested this item be placed on the agenda for the next Board meeting with another solution from General Manager John Lufrano.

11. Discussion and possible action to approve Draft Minutes for the October 19, 2011 Board Meeting.

Public Comment:

Resident Gloria Lee asked what happened with the Golf Course and the effluent water. General Manager John Lufrano advised that this item will be brought back at the December 14, 2011 Board meeting.

Vice Chairman Patrick motions to approve the Draft Minutes for the October 19, 2011 Board Meeting. Trustee Baer seconded. Motion carried unanimously.

12. Chairman and Trustees Reports, Correspondence:

Trustee Baer asked if we get to go back and plug wells with this wellhead protection plan. Has the canyon well been abandoned. General Manager John Lufrano no it is not used but it has not been abandoned. Trustee Humble said if she recalls the nitrate well did not have enough psi to pump water to the fields. Trustee Baer asked if we asked you to come up with \$250,000 for the streets could you do it. Trustee Humble asked that this be ajenized for the next Board Meeting. Chairman asked for everyone's support in the canned food drive which is in the District office. Chairman Pierini announced the next Board Meeting will be on Wednesday December 14, 2011.

13. Adjournment

Vice Chairman Patrick motioned to adjourn the meeting. Secretary/ Treasurer Eisele seconded. Motion carried unanimously.

Meeting adjourned at 8:16 P.M.

FINAL APPROVED MINUTES AS PRESENTED

**Vice Chairman
Brian Patrick**

