



The Minden Town Board meeting was held on Wednesday, November 4, 2009, at 1602 Esmeralda Avenue in Minden, Nevada beginning at 6:00 p.m.

Board members present: Ross Chichester, Bob Hadfield, Dave Sheets, John Stephans, and Steve Thaler.

Staff present: Greg Hill, George Keele, Trish Koepnick, and Bruce Scott.

### **I. Meeting called to order by Chairman Sheets**

1. Pledge of allegiance led by Ross Chichester.
2. Chichester/Hadfield moved to approve the agenda as published. Motion carried unanimously.
3. Hadfield/Thaler moved to approve the minutes of October 7, 2009. Motion carried with Mr. Sheets abstaining.
4. Approval of vouchers
5. Public comment:
  - a. Bob Pohlman requested to do public comment after Mr. Scott's report about Monterra Phase 2.

### **II Staff Reports**

1. Public Works: Monthly report of activities by Greg Hill
  - a. Oct. 14 flow test to the North Valley water system had flow rates of 4800 gpm at airport meter; we were at 53% capacity during the test. We are very pleased with the way it performed; we can put as much as required into their tank. Bob suggested taking a water sample at the end of the line next time, and would like to see what the effect of build-out would be if usage continues at the current usage ratio, should development ever return. Mr. Scott's office will work on that. The county has used roughly 1100 acre feet so far and their peak was around 1200 acre feet last year, which is our obligation per the agreement until they start plugging water into our system. Data was presented as follows: (next page...)

**Town of Minden Pump Test October 14th, 2009**

<b>Well Capacities</b>	<b>Flow Rate During Test</b>	<b>P e r c e n t Capacity</b>	<b>Reserve Capacity</b>
Well #1 – 1500 gpm	1500 gpm	100%	0 gpm
Well #2 – 2000 gpm	941 gpm	47%	1060 gpm
Well #3 – 1300 gpm	1200 gpm	92%	100 gpm
Well #4 – 1800 gpm	1208 gpm	66%	612 gpm
Well #5 – 1800 gpm	0	0%	1800 gpm
Well #8 – 1200 gpm	237 gpm	11%	1068 gpm
<b>Total Capacity – 9600 gpm</b>	<b>5086 gpm</b>	<b>53%</b>	<b>4514 gpm</b>

b. We did upgrade work at Well 5 and will be converting to Sierra Controls when getting new Scada. Mr. Hill was given direction by Mr. Chichester to use the extra money budgeted for the new pumps to buy new VFDs for Well 3 and Well 4.

c. We have been monitoring arsenic since March 2008 and are now giving reports to the state monthly instead of quarterly. The more we pump the lower the arsenic level is; we are staying between 8-10 ppb.

d. We purchased LED lights for the gazebo, Minden Park flagpole and Marsha Park. We are expecting a 60% reduction in energy usage. We will start putting up the Christmas decorations on November 6.

e. We will revisit the inter-tie with Gardnerville on December's agenda. The original agreement was for emergency only. The meter reads forward and reverses and is read manually. Mr. Scott will work with Mr. Hill on this agenda item to give the board a suggested rate and information on hard costs.

f. There is an NDOT project in the works that might give us an opportunity to put conduits in Highway 395, and also the possibility of more energy efficient lighting. Mr. Hadfield said that NV Energy is targeting the valley; we might want to retrofit or at least have new energy efficient standards apply to new construction.

g. The architect for the new corporate yard has been authorized to proceed not to exceed \$7000 and the project manager contract is on hold depending on water agreements. Determination on money for the corporate yard may be within the next two weeks.

2. Engineering Report: Monthly report by Bruce Scott

a. We have been working with many entities on northern pipeline, and it is at a point that merits a workshop to devote time to the project, to fully engage the board and to make some decisions.

b. The first reading of an ordinance that will update the Monterra 270 LLC agreement will be held November 5. Phase 2 was given more time; this proposed agreement affirms that early in Phase 2 there will be a two-lane connector paved to county standards, a two-lane completion of the paving on Heybourne Road up to Muller Parkway and of Muller Parkway west of Heybourne to the existing Muller Parkway where it ends now. It would ultimately be like the existing Muller parkway. The benefit is that the County will acquire right of ways for Heybourne Road and Monterra adjacent to the subdivision that they do not have now. Schedule goes out to 2026 and will most likely be driven by the economy. Bruce recommends support of this agreement because acquiring the rights of way allows for development of the road apart from developer.

There are drainage issues relating to this that have been discussed previously with Mr. Pohlman. Presently, the pole line ditch does not come through Monterra but is rerouted around the subdivision. It is in a pipe across Heybourne and in an open ditch across Park Property. Phase 1 has drainage that meets the requirements. Monterra Phase 2 is currently a vacant area. At the pole line ditch there is a 24 inch drain pipe which presently goes under a portion of Heybourne road in the unpaved portion and is buried at that point. It will ultimately become part of a drop inlet when Monterra Phase 2 is built but there is no need for it currently because there is no pole line ditch at that location that needs to be drained. One of Mr. Pohlman's concerns is that in the future when there is a paved two lane road through the development, runoff needs to be addressed as part of the conditions for roadside ditch improvements. Bruce suggests having this agreement on December agenda.

Reopening public comment:

Bob Pohlman had two points:

a. By having a rural road to be completed by 2014 (to be converted to an urban road starting in 2018), there will be an open ditch on the west side of the road. The bottom of the ditch is almost flat and is at some risk of overflow; Mr. Pohlman has been told this will be Winhaven's problem.

b. The agreement reads that once they build a rural road, there will be no bonding of road improvements.

Mr. Scott said that there are a lot of "what if's"; it is all economy driven and hard to predict what will happen. Our ability to do anything is limited because it is a county agreement based on their attempt to acquire rights of way. He recommends that nothing has changed in terms of what the board had already approved; critical points of approval are in place and in this new agreement. He believes that things have actually improved for Winhaven because of Monterra.

3. Attorney Report:

a. Mr. Keele noted that Lisa Granahan will be here for the Minden Gateway item.

b. Most matters that Mr. Keele has been working on are on hold pending decisions.

c. The counsel for the water litigation has prepared an excellent brief which has been filed with Judge Gibbons.

4. Board member reports:

- Chairman's report: Dave Sheets

We are assisting the Chamber of Commerce with the use of Roy Clason's calliope fire engine. Greg said that he will be getting reader boards for the Chamber and two crew members will be working as the required flaggers. Roxanne said that because of changes with NDOT the parade was becoming cost prohibitive and commended Greg for his assistance. Mr. Chichester said that NDOT was challenged by private companies for the business.

- Board member comments

- Mr. Thaler said that CVAC will have an exceptional artist on November 14<sup>th</sup> at the Art Bar and encouraged attendance.

- Mr. Hadfield noted that he will not be at the December meeting.

- Mr. Stephans reported on the Christmas committee's latest meeting. We have had difficulties with the tent that Greg is now dealing with. DHS will have jazz band and/or the Madrigals for a total cost of \$250.00; we will also have the CVMS choir for a cost of \$150.00. He requested all board members to be at the parade; Trish will assign times to board members for letters to Santa. We will be suggesting to people around the park and down to the courthouse to decorate their houses and turn the lights on after the park is lit. Roxanne said the this year will be bigger and better than ever, and gave sincere thanks to Greg and his crew for the tent set up, as it was a major undertaking..

### **III. Discussion and possible action: Presentation by Phil Shapiro on Senior Living Community Concept, "The Verandah."**

Mr. Shapiro with Senior Traditions in Reno said the original concept that was presented to the board has been re-thought. They will be asking for formal action in December. This is part of the Minden Medical Center campus that would integrate a senior living community as well as retail. It is aimed at seniors in typically 70-80 years age group. It is a unique project; the design goal for the facade is a lot of architectural detail. There

will be 116 residential apartments. Seniors are interested in more space and function; the average unit will have 900 square feet. The project is about dignity and quality of life to support aging, and that is one reason they will be applying for a height variance.

Mr. Hadfield totally agreed with height and thinks it will be a benefit to the clientele.

Mr. Shapiro said the units may have balconies or common area balconies. All units will be for rent; there will be a membership program. He will have more on the price range in December, and the goal is to open the facility in 2012. Mr. Sheets thanked Mr. Shapiro and invited him back any time for an update.

Public comment:

Bev Giannopoulos was told there will be both independent care and assisted living care. She really appreciates the social aspects of the design and suggested more storage and a sun room to help the senior's moods.

**IV. Discussion and possible action: Update on Regional activities in the Carson River Watershed by Edwin James and Genie Azad.**

Mr. James presented the update. He said that the Carson River Coalition was developed after the flood in 1997 to protect the floodplains, and this presentation is available at [cwsd.org](http://cwsd.org).

We need to preserve the flood plain so we don't lose it and have to re-create it like Reno. His office is working with experts to evaluate local flooding and do flood plain modeling.

Carson Clearwater Revival Program is a pilot program that looks at sediment and the impacts on the river. They are also working on stormwater runoff education. Fuel reduction activities funded by the stimulus program include working on controlling noxious weeds and river restoration programs.

They are working on a comprehensive study looking at water shed and water needs on a regional basis. The USGS upper Carson River basin study looks at impacts of growth on flows to Lahontan. In spite of all the changes from growth etc. the study showed that they could not measure changes in the water system from additional pumping, probably because a lot of irrigation was taken out.

Drier summers and wetter early spring is the trend. Our storage is the snow pack; reduction in the snow pack due to climate changes means earlier runoff and a need for upstream storage and better management of our water resources to balance our needs. This includes tying our resources together in a regional water system.

Water conservation pilot programs do not aim at changing our lifestyle but avoiding waste and meeting needs of the community. This is done by using water more wisely at big parks, residential and HOA uses, and updates in county and city codes.

Mr. Scott questioned if there will be a study of efficiencies below Lahontan in terms of water use. Mr. James said that in the regional water plan study one thing they are looking

at is a leasing program that can move water around, supplement the dry years and protect water rights.

Public comment:

- a Bob Pohlman suggested giving rebates as an incentive for changing out sprinkler heads to a lower flow as they do in some other communities.

**V. Discussion and possible action: Approve, approve with conditions, or deny request to proceed with applicant interviews for town manager.**

Mr. Thaler gave an update on the status of hiring a manager. November 2 was the cut off for applications. There appears to be a good pool to draw from. We will have one set of copies in the office for the board's perusal; we need to protect the integrity of applicants and get to the next step in a timely fashion. Mr. Chichester would like to go through applications by November 13<sup>th</sup> with the beginning of December the target date for the first set of interviews. We could make a list of top candidates and send to HR; they will set up interviews.

The number of interviewing candidates is up to the board. A committee consisting of one person from HR, Mr. Thaler, Mr. Chichester, one Minden resident as designated by the chairman, and possibly someone such as Jim Park or Andy Burnham will interview the top candidates and bring back the top three in January for the whole board.

Mr. Thaler asked the board to start formulating questions and answers you want to be used in conjunction with those supplied by HR.

Mr. Hadfield noted that we need to make plans for an office upstairs and begin dialogue with the existing tenant.

Final interviews would be at January board meeting. Mr. Chichester suggested that the background package and fingerprinting be done in a timely matter especially for any candidates coming from out of town. There would be no travel reimbursement for the interview or relocation package offered. Date will be determined with HR for the first date of interviews. Target date for beginning of employment would be February or March, 2010.

Public comment:

- Bev Giannopolus questioned the starting date; this can be negotiated by the board.

**VI. Discussion and possible action on Minden Gateway Center weed abatement and cleanup project to include current Conservation District efforts as well as possible spring of 2010 cleanup of the same site.**

Mr. Keele gave history and update on this project. The legal issues have been resolved. Carson Valley Conservation District was available through stimulus funds and has started removing weeds with the Town's cooperation in hauling off the debris. Area will be

seeded with drought and fire resistant seed with no pre-emergent; the DG will not be seeded. We might renew our request to use additional stimulus funds next spring to continue weed abatement. At the December meeting we could ratify specific expenditure.

Lisa Granahan said that Mahmood Azad was on the conservation district board and that was his connection; he knows more of the details about the work effort than she does. She will convey to Mr. Azad that the board would be looking for funds again next year and that the District Attorney was comfortable with the hold harmless agreement.

Mr. Stephans expressed a problem with the whole process, it took too long and it is not really addressing the problem that the weeds will be back next year. Mr. Keele went over the history of why it took so long and the different layers of approval. He believes that the board has been vindicated with their decision, and he will remove his charges if necessary.

Mr. Thaler suggested focusing on the future. The weeds are being removed now and we need to think about next year as far as managing the situation.

### **Staff reports continued**

Chairman's report:

Mr. Sheets reminded the board of the workshop set for November 23 at 8:00a.m. The objective is to reassess where we are going and bring everybody up to date, and to let the public know what we are trying to do.

There has been revised scheduling in public works department to allow business to be conducted until 5:00 on work days. He also expects better communication between the crew and the office to ensure that everyone knows what is expected of them and the job gets done, as well as the respect and personal side of dealing with each other.

There is a question on renting the CVIC Hall on Thanksgiving, and whether we should continue our policy of renting the Hall on that day. Mr. Stephans said that we should not rent the hall because it is a time for the family and the town did not need the revenue that badly. Mr. Hadfield believes that the hall is a resource for the community and should be available, and if the employee can not handle it they should not have applied for the job. We have trash pickup on holidays also.

Mr. Thaler agreed with Mr. Hadfield.

Mr. Chichester agreed it is a family day but also sees the other side. He believes that the opening and closing could be covered by other staff if necessary.

The policy will be left as is.

**Chichester/Thaler moved to adjourn the meeting at 9:14 p.m. Motion carried unanimously.**