



The Minden Town Board meeting was held on Wednesday, December 2, 2009, at 1602 Esmeralda Avenue in Minden, Nevada beginning at 6:00

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

Staff present: Greg Hill, Trish Koepnick, Bruce Scott

I. Meeting called to order by Chairman Sheets

1. Pledge of allegiance was led by Steve Thaler.
2. Chichester/Stephans moved approval of agenda. Motion carried unanimously.
3. Stephans/Thaler moved approval of minutes of November 4, 2009. Motion carried unanimously.
4. Approval of vouchers.
5. Public comment:
 - a. Robert Pohlman reported that in the Winhaven Gardens they saved 3 million gallons of water by using low flow heads on eight irrigation connections (close to 10 acre feet).
 - b. Bev Giannopoulos said that the East Fork Fire office looks great; thanks to the Minden crew for all the decorating and hard work for Christmas.
 - c. Roberta Mendonca introduced G21 (Growth Options for the 21st Century) and requested a letter of support for federal policy to provide a tax credit to expand freight rail infrastructure. This would have many public benefits; one train can replace about 300 trucks.

II. Staff Reports

1. Public Works: Monthly report of activities by Greg Hill
 - a. Repaving is slated for spring of 2011 from 1st street in Minden to Carson City. The 395 work will be an overlay but we can do some trench cuts to do conduit. NDOT would like Minden's thoughts on wish list for work to be done in conjunction with this project. We have 31 street lights in Minden from Sunset Park to 395 & 88. This might be an opportunity to do conduits, get rid of overhead drops and possibly continue the new street lighting from Gardnerville as well as the walking path from CVI to the downtown area. Gardnerville actually owns and maintains the street lights, it was part of a grant but Gardnerville wanted it that way. NV Energy is trying to get out of street light business. There are no hard costs yet. We own 94 street lights already. If we convert to LED, the cost is \$500-\$600.00 per fixture and it would probably cost \$25,000-\$30,000 to convert. The savings is generally 60-75% with LED. Mr. Chichester would like to get a conceptual design for Highway 395 to evaluate where the crossings might go, and also look at getting grant money.
 - b. We will be refinishing the CVIC floor starting on December 18 with sanding and a water base finish. We have an option to put a message on the floor in entrance such as Carson Valley Improvement Club.
 - c. We have arsenic charts for the last three years. The average for the three latest quarters is 9.2 ppb.
 - d. We are all set for the parade and Christmas. We will start the tent set up tomorrow.
2. Engineering Report: Monthly report by Bruce Scott

a. There have been a number of ongoing water meetings; the town is on track to get support financially. Mr. Sheets said that his meeting redefined where they had been and covered where we are going. Mr. Chichester's meeting was all about money and who is paying for what. A substantial amount was committed to by Douglas County which alleviated many of his concerns about not using up the town's reserves. The plan is to get agreement in place for the bonding to move forward. Minden will have three separate agreements with Carson City, Indian Hills and Douglas County.

b. Brenda Stein noted that the Mahogany Court project will soon be going forward.

3. Attorney Report: Monthly report by George Keele.

a. George distributed paperwork concerning the tribe's appeal and in respect to the WES bankruptcy. The WES Construction matter was resolved and the assets that have been pulled out of the bankruptcy include the \$212,000.00 town portion. The other matter being handled by Janet Chubb is McQueary Construction, which looks favorable as well.

4. Board member reports:

- Board member comments

a. Steve Thaler: Eight people will be interviewed on December 7 for the town manager position. We hope to narrow down to four finalists and bring back to the January board meeting for final interviews. Background preliminaries will be done before the final interviews. Mr. Chichester said that background checks can include a home visit, financials, much more than general employment. It is a position of public trust and he recommended at least a financial background check.

John Greenhut, a candidate for the position, said that he is looking forward to the process.

b. John Stephans gave a summary of charges and events set for the Christmas events coming up this weekend. The board members have their schedules and the office will be open both Friday and Saturday evenings from 4:00 until 8:00.

Roxanne Stangle said that there will be bags available for sale from Lira's that will be filled with food for the food closet. The food drive would like to give the Town recognition if a board member could be on hand at the CVI on December 11 at 3:45.

III. Discussion and possible action: Approve, approve with conditions, or deny request by Gary Leiss of Copper Peak LLC for reimbursement of connection fees for the commercial building that was originally approved for 1652 Hwy 395 APN 1320-30-802-024 with the understanding that at such a time as a project moves forward on this parcel a new plan review and approval, as well as new water permit fees, would be required. The board may consider full, partial, or no reimbursement for the connection fees.

Mr. Scott introduced the item. Mr. Leiss has made a request for reimbursement of the Copper Peak project water connection fees. He has provided proof of revocation of the building permit. Bruce is not aware of this type of action being considered before; the board would be setting a policy by their action.

Mr. Hill said that the project started in the spring of 2008, there were to be three connections and one was connected. Nothing was accepted because it was not completed, water was never charged. The hydrants do not have water to them.

Gary Leiss spoke representing the project.. His intent is not to walk away from the project but to come back and finish it. The lot is paid for in full but he needs cash to keep everything moving. No building permit fees were refunded.

Mr. Chichester said that in the 28 years he has been on the board we have never refunded connection fees; we have refunded water rights. If we do for one, we do for all. We have spent the money for infrastructure. Mr. Stephans said that the connection fees are an asset to value of the property.

No public comment.

Mr. Keele said that no motion is necessary if we stay the same. In the water ordinance there is no mechanism set up to give a refund.

Matter died for the lack of a motion.

IV. Discussion and possible action: Approve, approve with conditions, or deny request for approval of an interlocal agreement between the Town of Minden and Carson Water Subconservancy District. CWSD would provide moneys to assist in the engineering design to meet Minden's needs related to the North Valley pipeline project.

Mr. Scott noted that this agreement is follow a up to the November 23 workshop regarding the offer by Mr. James to bring to the Carson Water Subconservancy board a request for funding to assist in the engineering design of infrastructure for the Town of Minden as part of the regional water development system. The \$100,000 grant will be used specifically for the design of the Minden infrastructure. The draft needs some very minor changes and Mr. Scott recommended that the concept go forward.

Chichester/Thaler moved to approve with the chairman's signature the interlocal agreement with the Carson Water Subconservancy District for design upgrades for the town water system to provide water to North Douglas County.

Public comment: Ed James of the Carson Water Subconservancy District appreciates what George has done in regards to this agreement. His finance committee meeting is December 11 and the agreement will be going for his board's approval on December 16.

Motion carried unanimously.

V. Discussion and possible action: Review and recommendation of the ordinance 2009-1300, the Second Amendment to the Development Agreement between Monterra 270, LLC and Douglas County to amend the timing of the dedication of land for Muller Parkway and Heybourne Road, the phasing plan/development schedule for the Monterra planned development, construction of public improvements for Muller Parkway and Heybourne Road, and providing for the other properly related matters.

Mr. Scott noted that we discussed this informally last meeting. This revised agreement between County and Monterra Phase 2 keeps the elements that the Minden board voted for with the 1st amendment; the key benefit of this agreement is the early dedication of right of ways for Heybourne Road and Muller parkway to the County. Concerns about drainage are reasonable, but the pipe that is now stubbed and is not functioning would become functional with the development of the two lane road.

Public comment:

Sandy Deyo said that there are a number of things along Heybourne that have not been completed and they should be finished before giving further extensions. Lots of trees have died in an area that is supposed to be a park.

Chichester/Stephans motioned to recommend the ordinance 2009-1300, Second Amendment to the Development Agreement between Monterra 270, LLC and Douglas County to amend the timing of the dedication of land for Muller Parkway and Heybourne Road, and also for staff to express town's concerns about the promised park at the entrance. Motion carried unanimously.

Mr. Sheets noted that the cover over the irrigation structure still needs to be improved to make easier to open and close.

VI. Discussion and possible action on request for board input regarding the conceptual design of the Town Corporate Yard and direction on proceeding with the project.

Mr. Hill noted the preliminary architecture design based on the original needs for the facility had a projected budget of 2.4 million dollars. We are now looking at what to do with a smaller budget and need to decide what aspects of the yard we want to develop.

Mr. Hill displayed the conceptual design. There would be an administrative office, a vehicle maintenance building, a 3 sided equipment vehicle storage. There would be a future well site there, and we also hope to have a water fill station to eliminate hydrant meters. Phasing could be done by using temp offices and in next phase build administrative offices. We could also downsize women's locker room. Mr. Hill suggested paying \$22,000 to go to schematic design and go forward with the project manager and do the cost analysis. We could build out in several years based on economy and the growth of the town. Mr. Scott mentioned that we will have the existing facility that is saleable to provide additional funding. The entire property is in flood plain; we will need to build up an estimated one foot to 18 inches. The best option is to invest another \$50,000 and we would have the design. Mr. Chichester agreed that it would be wise to move forward and get the design done. Mr. Thaler said that getting to the next phase will get you to the point of a better cost idea. After the schematic design, Q&D can analyze and give a hard cost, which is part of the project management.

Chichester/Stephans moved that we approve a not to exceed amount of \$22,000 to move forward with schematic design for our architect Ganthner and Melby, LLC to proceed with the town corporate yard project. Mr. Hill said that we could change and downsize some of our requirements listed here. Mr. Chichester said to go ahead with what we have.

Motion carried unanimously.

VII. Discussion and possible action: Approve, approve with conditions or deny Resolution number 2009R-096 augmenting the Town of Minden Budget for Fiscal Year 2009-2010.

Mr. Chichester said that every year after audit is complete we can change our projected numbers into actual numbers, and that is what this represents. We will be setting up a capital reserves fund as opposed to capital projects fund for dollars not tied to particular projects. Projects that were budgeted for last year will be put back into reserves to be reallocated this year.

Chichester/Thaler moved approval to make necessary budget corrections. Motion carried unanimously.

Public comment

. Bev Giannopoulos questioned the project as opposed to reserve on her copy; Ross said that the wording was corrected as of today.

VIII. Discussion and possible action

Elect Minden Town Board Chairman for 2010

Elect Minden Town Board Vice Chairman 2010

Chichester/Stephans moved to nominate Bob Hadfield as Town Board chairman for 2010. Motion carried unanimously.

Thaler/Chichester moved to nominate John Stephans as Town Board Vice Chairman for 2010. Motion carried unanimously.

Mr. Sheets reminded the board to be at Lampe Park at 4:00 for staging for the Parade of Lights.

Chichester/Thaler moved to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 7:45 p.m.