



The Minden Town Board meeting was held at 5:30 p.m. on Wednesday, August 3, 2011, at 1602 Esmeralda Avenue, Minden, Nevada. **Board members present:** Matt Bernard, Charlie Condron, Roxanne Stangle, John Stephans, and Steve Thaler. **Staff present:** Greg Hill, George Keele, Trish Koepnick, and Bruce Scott

Meeting was called to order at 5:30 by Chairman Stephans.

The Pledge of Allegiance was led by Chairman Stephans.

Condron/Bernard moved to approve the agenda as published. Motion carried unanimously.

Bernard/Condron moved to approve the minutes of the July 6, 2011, Board Meeting with the correction on page 1 to state that right now we have surface water rights at the equivalent of 340 acre feet. Motion carried unanimously with Thaler abstaining.

ACKNOWLEDGEMENT OF GIFTS: None

ACKNOWLEDGEMENT OF SERVICE AWARDS: The Board thanked Andy Concannon for his 25 years of service to the Town and presented him with a plaque and service award.

PUBLIC COMMENT: NONE

CONSENT CALENDAR FOR POSSIBLE ACTION

1. Approve July 2011 claims
2. Staff reports

Public Works: Monthly report of activities by Greg Hill. In addition to his written report, Mr. Hill reported:

a. Cost for the upgrade of Well 3 came to a grand total of \$193,667. The budget was 350,000 based on engineer's estimate, for a savings of \$156,333.

b. Well #1 is due to go back in service tomorrow.

c. Major thunderstorm in Town last Friday caused a lot of water to fall in a short period of time with debris backing up in drain inlets. CVI suffered the most water damage; they discharge into our storm drain system from their basement and their pumps could not keep up with the high volume. Our storm drain system collects through the parking lot of CVI and discharges into the wetlands. We have done very little maintenance over the years and the main discharge has become overgrown. Mr. Hill plans to clean this out under routine maintenance with the estimated cost between \$6,000-\$10,000 to be done by an outside contractor. 1500 feet of ditch needs to be cleaned very carefully because of the wetlands. At the same time we will also take care of the storm drains in the parking lot of the CVI. Mr. Hill will assess other drainage problems in Westwood and Mackland with the goal being to put all as regular maintenance. Mr. Bernard asked Mr. Hill to check out the drainage at Mono at 10th Street as he was told this was quite clogged.

d. The Buckeye Maintenance Facility is 30 days ahead of schedule and Mr. Hill anticipates moving in the first week of October. Mr. Hill will be moving ahead with ordering the furnishings.

e. Carson City is contracting out operation of landfill, and there may be rate adjustments involved.

f. The seeding is complete in Jake's Wetlands.

g. There are two positions that we are seeking to fill; one full time maintenance technician and one seasonal maintenance employee. Mr. Condron offered to participate in the selection of candidates.

Mr. Scott yielded the Engineering Report to Public comment by Steve Mokrohisky, new County Manager.

Mr. Mokrohisky introduced himself and said that he believes the role of the Town is a critical component of what creates a sense of identity in Douglas County. He would like to make sure that we start off on a positive note in our working relationship. We have some very critical issues ahead of us; we have partnered on the water and he thanked the Town for the participation in the budget process and the property tax matter. He also offered any support the County can provide going forward, especially in this transition period with management.

Engineering Report: Discussion may include streets, sidewalks, drainage, water issues and related items.

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a. On the agenda tonight are bid awards for the Lucerne waterline materials and the Booster Station construction; in September we will ask to award the construction of the Lucerne Street waterline, which is the last major piece of our original capital budget. We are hopeful that the well at the new facility can be proposed when we reassess the budget after the projects are done.

b. Today we had a meeting with Churchill County, Lyon County, Carson City and Douglas County to discuss the water filings we will be making in the next two weeks. This will be moving water into our wells, primarily moving Carson City but also Douglas County water rights; this is the first step to implement the water rights portion of the agreements. Churchill County supports the regional water system but they are bit concerned about the effects on the river.

c. We have two grant applications in with NDOT. We anticipate being notified in the fall concerning County Road improvements. Also, the grant for the improvements at the intersection of Highway 88/395 has been approved for \$220,000 subject to a \$100,000 match. This is on NDOT right of way, not private property, but we hope to partner with the owners of the Gateway Center. Bruce would like to look at the possibility of using the County pledge money and also generate a match from other sources, as well as assess the existing plan and get a decent cost estimate. If the Board is agreeable, he would like to proceed informally in this way, bringing it back to the next meeting. Original estimates, time frames, and strings attached were discussed, with the Board excited to see this happen.

d. Mr. Scott reviewed the Seeman Ranch tentative parcel map dividing it into two pieces, with no specific development planned at this time. He has told the County that we will ask for annexation of the property.

e. There was a lot of coordination this month between staff and the Board, and Mr. Scott is glad to be a part of keeping things positive at this time, moving forward in a good direction. He feels that we are on the right track concerning the drainage issues at the CVI, especially in regards to the wetlands, and the Inn representatives are pleased that the Town is acting to take care of this problem.

Attorney Report: Monthly report by George Keele.

a. Mr. Keele reported that Mike McCormick apologized for any confusion respecting procedure and protocol concerning the last meeting when Mr. Keele was out of town.

b. The litigation attorneys have reported that there is an appeal of a case that does not directly involve the Town of Minden but we will file an opinion in support of that appeal. It concerns the relation of ground water and surface water; it appears that those who have sought to control the groundwater in Nevada may now be turning strategy to focus more on our groundwater than their surface water.

c. Also, he and Tim Russell have worked to address the obligations of security bonds posted with the County and the steps that the Town can take to insure completions, maintenance and warranties.

Board member comments:

Mr. Bernard said that we had a Christmas Festival Kickoff meeting with many interested parties. Ms. Stangle has created a form for the Board members to use to keep the staff apprised of Board activities as well as when they will be out of town.

Mr. Stephans reminded the Board of the Minden Film Festival on September 16th and 17th.

Stangle/Thaler moved to approve the consent calendar.

ADMINISTRATIVE AGENDA

1. For possible action: Discussion to approve, approve with conditions, continue, or deny a request for resident-only parking designation at 1596 Mono Avenue. This is a second hearing. Appearance by applicant Debbie and/or Dean Gleason.

Dean and Debbie Gleason addressed the reasons behind their request for the no parking designation at their residence. In the alley behind the house there are poles and meter boxes because of an easement and there is no parking available. They also have no room for a garage and no driveway. They are simply asking to be able to park in front of the house, and believe they meet the criteria under the statute. They are the only permanent residents in the vicinity as they are surrounded by businesses. The main problem occurs when there are events in the area.

Mr. Hill verified that under the current ordinance they qualify for this approval. The Board has approved other considerations due to circumstances, and it is enforceable through the ordinance and signage; Sheriff's Department would cite the offender, not tow the car.

Mr. Thaler noted his fear of opening Pandora's box; there may be many more requests for this kind of

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approval.

Mr. Bernard was told that they would need only one space, and there is no time frame under the present ordinance. The main problem occurs when there are events in the area.

Ms. Stangle expressed concern that, if approved, applicants will pay \$75.00 yet it will cost the Town about \$250.00.

Public comment:

Bev Giannopoulos questioned the possibility of putting in a gate in the back, as a typical lot is 50 feet wide.

Robert McMillan asked if these are accurate photos. He does not think it is fair for the Town to take responsibility for the painting, and it is difficult to enforce. He felt there is room for a gate and they could have a garage; some properties have garages on a zero lot line. He encourages denial on the basis that they still have a couple of options.

Robb Hellwinkel said from experience by the test green curb on Esmeralda that it was effective in the beginning but after a while people parked there anyway. Robb is in support of what they want to do but does not see any enforcement happening.

Sandy Deyo said if the Town puts up signage, he does not think there will be enforcement. Also, he expressed concern about the Town possibly being sued if there is no enforcement.

Mr. Keele said that whether the plaintiff wins is the question. He believes that we must apply the ordinance as it presently reads; there is no alternative but to grant request. He suggested taking a look at this ordinance and considers some revisions to it.

Mr. Thaler said that this is a byproduct of activities in a Town with limited parking; if the Board approves it the issue may be enforcement and cars may still park there illegally.

Mr. Stevens clarified the actual cost to the Gleasons is \$75.00 and it is implied in the ordinance that the applicant will pay for the upkeep.

Further public comment:

Marlena Hellwinkel suggested using sandwich board barricades during an event; Mr. Keele said that we cannot because it is not grounded in the ordinance.

Condron/Thaler moved to approve a request for resident-only parking designation at 1596 Mono Avenue. Motion carried unanimously.

2. For possible action: Discussion to approve, approve with conditions or deny a request to create a no-parking zone on Mahogany Drive just east and west of Douglas High School driveway. Appearance by Public Works Superintendent Greg Hill.

This issue was requested by resident John Wheeling concerning a line of site issue. Mr. Hill said the parking is at a premium with a relatively small parking lot at the Swim Center. Due to the fact that this is a public facility, there is an agreement with the high school for them to use the parking lot. After some investigation, Mr. Hill's recommendation is to paint the curb red for one spot.

Mr. Condron said that he is in full support of this but he might also encourage the plan to move the entrance to the parking lot 110 feet as was suggested during the roundabout planning.

Mr. Stephans remarked that the private property issue is not a Town problem.

Mr. Thaler said that the south side of Mahogany is also an issue, because of crosswalk site issues, and he would like to see that problem addressed in the future.

Public comment:

Cindy Neissess spoke as a parent of two high school students. There are a lot of fender benders in this area. She believes that we need to allow for two spaces painted red; in the morning students are parking on the street so they do not have to pay for a parking pass. In her experience, the main problem is on the high school side.

Sandy Deyo said this is a safety issue. We have to remember the Swim Center and DHS have agreed for shared parking, and he is concerned about the crossing of the street by those patrons. He would like to see a red line from the intersection at the roundabout to the other side of the driveway, and a loading zone on the Swim Center side. Many people are concentrating on the roundabout and not thinking about kids crossing.

Mr. Thaler moved to approve the request for a no parking zone at a minimum of 50 feet on the east side of Mahogany. Motion died for lack of a second.

Bernard/Stangle moved to continue this item to take a more comprehensive look at this issue, including

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considering the east and west side, giving the staff direction to have better views and a bigger picture of the whole area, re-noticing this item appropriately with more comprehensive language. Motion carried unanimously.

3. For possible action: Discussion to approve, approve with conditions or deny an interlocal contract between the Town of Minden and East Fork Fire and Paramedic Districts for the Lease of Real Property located at 1604 Highway 395 North, Minden, Nevada that includes the premises described as the lower floor of the Station #1 Annex, consisting of approximately 1920 square feet. The Premises do not include the fitness room or the second floor of the structure. Monthly consideration of \$0-\$879.92 may be discussed and acted upon as a part of this item.

Greg Hill introduced the item and asked that questions be directed to Mr. Bernard and Mr. Keele, who have been involved in the negotiations. Todd Carlini and Steve Eisele from East Fork Fire were also present.

Mr. Bernard said that this is an interlocal agreement between East Fork Fire and Paramedic District and the Town of Minden.

Steve Eisele, Deputy Fire Chief, thanked all of the participants in this agreement. All parties have worked together as far as the space and use of the building and are at a point of being in agreement, with all studies and issues of hazardous materials resolved. The only thing to finalize is the dollar value to attach.

Mr. Keele said the dollar value can be inserted. He referred to the latest draft that refers to the responsibility of the siren which is defined as being in the Building, with the Premises being the actual 1920 square feet. Staff can be authorized to insert the correct prepositions.

Mr. Bernard thanked all parties involved and said that we are trying to memorialize a use that is already there. He is happy to have this in Minden and supports some monetary contribution to maintain the building. Mr. Carlini came up with this amount based on rates from a North Valley situation and came up with a formula with certain expenses subtracted.

Mr. Eisele said the dollar amount is based on square footage and the usage, which is mostly vehicle storage.

Mr. Thaler asked if charging them will be a hardship to East Fork. Mr. Eisele said that if they were charged more, they would have to look at other options; they have done the math and are comfortable with this figure. There are now two different insurances: East Fork keeps comprehensive general public liability insurance with not less than 2 million each occurrence, and Minden is an addition insured on this policy. Minden insures all real property improvements; they insure their own equipment. Mr. Carlini said that the final number on the lease estimate was revised when the Town took over its portion of the insurance.

Mr. Hill noted that the Town accepted the responsibility for the siren 2 years ago, but now it is firmed up. He believed it would be prudent to charge somewhere in the mid range.

Mr. Keele said that either party can cancel with 60 day notice, and it is a very short term compared to the former document.

No public comment.

Condron/Bernard motioned to approve an interlocal contract between the Town of Minden and East Fork Fire and Paramedic District for the Lease of Real Property located at 1604 Highway 395 North, Minden, Nevada, that includes the Premises described as the lower floor of the Station #1 Annex, consisting of approximately 1920 square feet. The Premises do not include the fitness room or the second floor of the structure. Monthly consideration of \$500.00 will be required for the rental of this property. Motion carried with Stangle and Stephans in favor and Thaler opposing.

4. For possible action: Discussion to approve, approve with conditions or deny a Memorandum of Agreement between the Town of Minden and Douglas County Nevada, for the Lease of Real Property located at 1604 Highway 395 North, Minden, Nevada that includes a 1,580 square foot, more or less, room that is currently being used as a County gym. Monthly consideration of \$0-\$1.00 plus exchange of services may be discussed and acted upon as a part of this item.

Mr. Hill said this agreement is a little different in that we receive a value from the County in other services in ways that we do not receive from East Fork. The gym can be used by all County employees, which includes the Town employees.

Mr. Bernard said that this agreement is a byproduct of the negotiations with East Fork, who had been the stewards of the gym when it was moved over from the Sheriff's Department. It is prudent of East Fork not to be the responsible party. The District Attorney's office suggested memorializing the use; the Town needed to be protected by putting safety measures in place with the use of a swipe card so only the County can use the gym. They do a lot for us and this is an opportunity to build a good relationship. He suggested not exchanging anything monetarily as long as they are good stewards.

No Board comment.

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Public comment:

Bev Giannopoulos asked who maintains the liability insurance on the gym. The County will maintain general liability coverage; it is also covered for replacement from all causes under our one general policy that gives us \$10 million umbrella coverage.

Thaler/Bernard motioned to approve the Memorandum of Agreement between the Town of Minden and Douglas County Nevada for the use of real property located at 1604 Highway 395 North, Minden, Nevada, that includes a 1580 square foot, more or less, room that is currently being used as the County gym, with monthly consideration of no monthly rent in exchange for County services. Motion carried unanimously.

5. For possible action: Discussion to approve, approve with conditions or deny bid in the amount of \$980,256 by Western Nevada Supply to sell to Town of Minden PVC pipe materials associated with the Lucerne Waterline Project. Presentation By Town Engineer.

Mr. Scott said that this is the bid for the materials for the Lucerne waterline; at the next meeting we plan to present bids for the construction of the waterline as well as easements involved. We bid this with alternatives for ductile and PVC, with two options for PVC. If the contractor uses fused PVC, the contractor pays to fuse the pipe. We are asking for the flexibility of using the PVC, and we will use the PVC that is the best value for Minden. There is a portion that is subject to reimbursement that is part of the North Minden Booster pump station element. We had one bidder with three plan holders; this is a reasonable bid given the volatility of material cost increase.

Mr. Scott noted that we will save sales tax and the Town will pay upfront with a 2% discount. He asked about the payback process for the reimbursement. Mr. Scott recommended that once we enter into this agreement, that we would move forward to pass through a portion of the materials cost to Douglas County. We need to start the process of pass-through billing as soon as we can; the breakdown will be handled by RCI and the Town staff will handle the pass through, with a monthly update on the status. Mr. Bernard was told that all easements will be on the agenda next month; we will not be paying for them but we will be making improvements to the parking lots and alleys that edge their property. Mr. Bernard expressed concern about the budget issue; do we have the money to pay for this?

Mr. Scott gave a summary of the water system project and the current financial situation. With savings from the former projects and with what is on the agenda tonight for approval as well as the installation to be awarded next meeting, we will be at \$10,520,000.00. In order to put in the new well, we will need to get back to the money set aside from the Douglas County 24-inch line reimbursement. We also have connection fees and water right sales since we started this project.

Mr. Thaler said that we have been waiting to get to this point to find what we are willing to live with in reserves.

Mr. Stephans said that revenue from wholesale water can go back into the reserves of our retail account, which are the Minden residents. In effect, this will be a loan, with the wholesale customers needing to pay that loan back.

Mr. Condron suggests that this be considered a loan with an appropriate interest rate for the wholesale water customers, as we are going out of our way to create this water system.

Mr. Thaler believes that we will have Town projects after we get this infrastructure done, and it is a win-win situation because our wholesalers will be able to improve the infrastructure.

Mr. Scott said Carson City will probably be asking for our water in 2013. Right now the County is hung up with easements and right of ways that will take the line to Carson City, but we are ready to serve Indian Hills.

Mr. Bernard said that he would be troubled if Carson keeps pushing the date out. Mr. Scott said that it is not an "if" but a "when"; they have a water quality mandate and they must continue what they are doing.

Public comment:

Bob Pohlman asked the Board to look a little further in the future, when Carson City will be asking for additional 2000 acre feet, and that would involve another line from Johnson Lane.

Mr. Scott clarified that all we are doing is designing for Phase Two, the 24-inch waterline is the bottleneck. We are designing in order to facilitate being able to deliver the extra water in our system and it will not be our responsibility to build that.

Bernard/Condron moved to award the materials associated with the Lucerne Waterline to Western Nevada Supply in the amount of \$980,256 and allow staff to select the restraint mechanism for the PVC pipe once more information is obtained and authorize the chairman to execute the agreement for same. Motion carried unanimously.

6. For possible action: Discussion and possible action in the alternative: a) to re-bid the Buckeye

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Booster Station project at a later date; or, b) to approve, approve with conditions, or deny bid by KG Walters Construction Company Inc. in the amount of \$1,258,200 to construct the Buckeye Booster station per the Town of Minden's plans and specifications.

Two bids were received on the project; several contractors are busy right now and/or having a hard time getting good tradesmen for the work. One option is to re-bid the project; this would not change figures dramatically and there might be a possibility of less qualified contractors. Mr. Scott recommended the approval of the bid to KG Walters.

No Board comment.

No public comment.

Condron/Thaler moved to spend the last of our \$10 million by awarding the Buckeye Booster Station project to KG Walters Construction Company in the amount of \$1,258,000. Motion carried unanimously.

7. Not for possible action: Discussion on changes to the C.V.I.C. Hall rental policy as suggested by Staff and Town Board. Appearance by Trish Koepnick.

Tonight we have presented the policy with changes as well as listing the Board's suggestions, planning to bring back for final approval in September.

Mr. Condron said he appreciates the work done by staff to try to make a workable document, knowing that this is a document that may need yearly revisions.

Staff was asked to bring the document back for approval with the changes incorporated.

8. For possible action: Discussion to approve, approve with conditions, continue or deny the authorization to eliminate one Maintenance Technician I Position and add one Maintenance Technician II Position with a favorable fiscal impact for the Town's current budget.

Due to a resignation, we have a position open; however, it is only budgeted for a Maintenance Tech I. This position had been a Maintenance Tech II for several years, but because of a demotion the position was filled and budgeted for as a Maintenance Tech I. We would like to hire someone with a water distribution license. At this point there will be savings from the previous position, but there is the capacity for the employee to earn more as a higher grade.

Mr. Bernard asked if this position is for the water system. Mr. Hill said that all of the employees are cross-trained. We are moving towards the goal of devoting two employees solely to water, but this employee would provide coverage for the other tasks, hoping that one of the three Tech II employees with water licenses will stand out and we can designate that person as a full time water operator.

No public comment.

Condron/Stangle moved to approve the change from a Maintenance Technician I Position to a Maintenance Technician II Position for the upcoming hire. Motion carried unanimously.

9. For possible action. Discussion to approve, approve with conditions, continue or deny a request to augment Fund 639 Wholesale Water Fund for the purchase and installation of equipment to upgrade the Town's water system telemetry: Estimated cost \$115,000.00.

Mr. Hill said that he is not sure why the funding for this is not in the budget. On top of that fact, we have a more updated quote after meeting with Sierra Controls; the updated figure for the telemetry is actually \$165,000. The telemetry is a vital factor in the monitoring and controlling of our water system, and necessary for the size of the system and the delivery for which we will be responsible.

The technology that we have is close to the size of system we have now; the new system would operate with immediate real time data transfer. Mr. Hill reviewed the details of the bid and the phased options. We have had a long term relationship with Sierra Controls and they have an established reputation.

Mr. Thaler believed that we should take our time and go out to bid on this, and that as a capital expense which is not budgeted for, unless it is an emergency, it needs to wait until next July. Mr. Hill said we can move the existing equipment out to the new facility—this has been on the radar—we can live without it, but need it by 2013.

Mr. Scott said that this is a combination of professional services and custom design; it comes under the exception of mandatory bidding because of its critical technical nature.

Mr. Condron would like to pursue the possibility of purchasing rather than moving the old system and then replacing it.

Mr. Thaler felt that we need to establish what a good reserve figure is; we will know in the next 6 months and we will have a better understanding of what is left.

Mr. Scott understood the concern, but said the more capital improvements we make, the more we reduce the exposure that the reserves are intended to be set aside for.

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Mr. Stephans said the problem is that the reserves are set by the fees paid by the people in Minden and if something goes wrong, we need to make sure that we take care of our Minden residents first.

Mr. Bernard questioned using the money saved on Well 3 and felt strongly about having more than one bid.

Mr. Scott said that Sierra Controls has worked with the system for 30 years, and this is of a nature that very few can do in-house. It would cost us a lot of money to tell them what to bid on.

Public comment:

Bob Pohlman asked if there is a need for compatibility with other water systems. Mr. Scott said that each entity has its own control system and we are not intended to be fully integrated but to talk to each other. Mr. Hill said we have been meeting with Douglas County, Carson City, and Indian Hills on how to integrate the systems and we all have our own different requirements.

Robert McMillan asked the Board to consider what the cost is for maintenance of this system and who does it, and if there is a labor savings in installing this system. Mr. Hill said that there is a one year warranty; if there is a failure we need immediate response and a service contract is \$250 per site per year, with a 10% break on labor fees. Changes are done by computer as a software change.

Bev Giannopoulos was told that the additional cost for moving the equipment would be a minimum of \$2,000; it would be hard to find anyone who would want the old equipment.

Condron/Stangle motioned to defer this item with updated budget figures in the hands of the Board and noticed with the correct dollar figure. Motion carried unanimously.

10. For possible action: Discussion and possible action on the process of filling, on a permanent or interim basis, the position of the Minden Town Manager.

Ms. Stangle said that she thinks that as a new Board she would like to see the Board work together for a couple of months and determine what they want in a manager, as she fills competent in the Town staff in the meantime.

Mr. Thaler said a void needs to be filled and believes the Town needs a manager. He recommends that Town Board members be part of the process to search for the person that would best represent the Town.

Mr. Bernard concurs with Thaler and the right manager is critical. Communication is critical; a manager is the focal point for information especially in respect to the open meeting law. How long until that position is filled? Mr. Thaler said a minimum of three months. He agreed that we want a manager but we need to discuss what we need and want.

Charlie agreed that we are putting a burden on the staff without a manager. He agrees that we need to do a better job describing the manager's role, as certain things were not defined. We need to get together on the same page and have someone who will be here for a while. He agrees with the broad job description but the Board needs to decide what they think is vitally important.

Mr. Stephans felt we should each give input on the job description, and find out what is critical to each Board member, with input from legal counsel or human resources.

Mr. Thaler said that it is a broad job description; we do not want to be too specific and if it is broad it can be opened up to a whole lot of candidates. He now has a lot better understanding of what he wants in a manager and that can be applied in the interview process.

Charlie likes that idea that we get a supporting document showing what the Board wants; it can blend with the job description to understand what they want the manager to be.

Mr. Bernard said that we can throw out a big net, and not change the job description. Somehow internally we need to get our thoughts together and determine the attributes we are looking for in a manager. We could have a workshop to do this. We are still a small enough town that we can set this standard.

Mr. Keele said that we can have a workshop to focus on qualifications and qualities and come to a consensus on what the Board is looking for.

Public Comment:

Bev Giannopoulos would like to see someone who plans on staying and doesn't just see the job as a stepping stone, and someone whom the Board feels comfortable enough with to give the authority to do the job. She would like to see the Board judge the sincerity of the person, which they will feel when they interview.

Sandy Deyo said that it seems like there is a concern about what the most essential qualities are that we will look for in the selection process. He suggested going through the list of essential functions and qualities and rate by priority; the big thing is for the Board to have a consensus of what they want in a Town manager.

Mr. Thaler said he believes that we should get the process going and advertise for this, and in the next

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couple of weeks plan a workshop with public input and come to a consensus on what we are looking for.

Mr. Keele said at the beginning of the meeting he was very impressed with the County manager and he seems like a good prototype for the Town manager.

Mr. Stephans would like to set up a workshop and in the interim we can post the job for a period of time. We will plan for an evening weeknight, and we would also like input from the staff.

Public comment:

Bob Pohlman suggested someone like Steve Lewis be invited to moderate the workshop.

Bev Giannopoulos asked if the position would be permanent or interim; if the person was interim it gives a bit of leeway, and also some people would not want to make a move in the middle of winter.

Thaler/Condron moved to start the process of filling on a permanent basis the Minden Town manager. Motion carried unanimously. The Board will defer to the Douglas County Human Resources manager to establish the process. We will also set up a workshop.

ADJOURNMENT

Stangle/Thaler moved to adjourn the meeting at 10:27 pm. Motion carried unanimously.