



The Minden Town Board meeting was held starting at 5:30 p.m. on Wednesday, October 2, 2013, at 1602 Esmeralda Avenue, Minden, Nevada.

Board members present: Matt Bernard, Charlie Condron, Roxanne Stangle, John Stephans and Steve Thaler.

Staff present: Andy Concannon, Jenifer Davidson, Trish Koepnick, Ryan Russell and Bruce Scott.

The meeting was called to order at 5:30 p.m. by Chairman Condron.

The Pledge of Allegiance was led by Steve Thaler.

Stangle//Bernard moved for the approval of the agenda as published. Motion carried unanimously.

Thaler/Stangle moved for approval of the September 4, 2013 minutes as published. Motion carried unanimously.

Acknowledgement of Gifts: None

Acknowledgement of Service Award: None

#### **PUBLIC COMMENT:**

Bob Pohlman said that Winhaven HOA appreciates what the Town did getting rid of the dust on Heybourne Road by using calcium chloride, and noted that the Winhaven side of Heybourne had been weeded. He suggested that we try to have presentations in the future concerning the aquifer itself, as well as the septic problem in the Johnson Lane area where there are 1880 houses that will eventually be connected to Minden water.

Sandy Deyo asked if there was anything that the Town could do to address the mess of signage at the north entrance to Minden.

#### **STAFF REPORTS:**

1. Public Works: Monthly report by Andy Concannon, filling in for Greg Hill. Everything is ready to go for the work at Well 7 if the bid is approved. The status of COD Casino is about the same; the water meter was installed for irrigation. They have not approached the Town concerning the lights and sidewalk improvements. The backflow survey will begin again soon. Heybourne booster still has a lot of unfinished work, but the Town is ready when they want to test the pumping. The Well 8 pump has quit; it is completely ruined and needs to be replaced. We are using the backup pump and will be installing the sand separator. Cost will be over \$20,000. Mr. Condron said that he would like to visit both booster stations before having a water workshop. Mr. Scott said that we won't be pumping at the Booster station regularly until Carson is on line, but we will be running water through it beforehand.

2. Engineering Report: Monthly report by Bruce Scott. Mr. Scott presented two Town pictures given as a gift to the Town from the Bergevin estate. He shared the work being done with all participating water operators concerning a triggered monitor plan to deal with positive samples; this is necessary to meet EPA requirements. They are near to drilling full depth of the test well at Well 7. During the month Mr. Scott met with a property owner on 3<sup>rd</sup> St. concerning issues with the COD project. He told her he would be happy to discuss any issues that the County might have and he believes her concerns are being addressed. Mr. Bernard again expressed concerns about having Well 7 online by March 2014 ahead of any spring/summer demand. Redundancy and the need for backup is critical.

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3. Attorney Report: Monthly report by Ryan Russell.

Mr. Russell noted that the formal evaluation of Ms. Scott has been moved to November; evaluations from the Board need to be received by Mr. Russell by October 18. Mr. Russell is working on the parking lot issue at Francisco's. NDOT requested a meeting to discuss the Gateway Park on Oct. 8 1:30 at his office; hopefully it will be a good productive discussion.

4. Manager's Report: Monthly report by Jenifer Davidson.

Ms. Scott thanked staff for filling in during her absence, and appreciated the opportunity to take a vacation. She suggested that we host couple of town hall meetings and invite everyone in the vicinity to give input on the trailhead at Jakes concerning the variance. She would like to get this input and bring back to the Board by December. She noted that the Trail project by the County received funding. Bently is considering a new alternative energy source for the Farmers Bank Building, as they have time constraints. They would still like the Town to consider the previous concept for future use.

5. Board member committee reports: Discussion may include a report on Board Member activities including committee assignments or general information of interest to the Board.

- Policy and Procedure Review- Steve Thaler said there is another policy on the agenda tonight and he would like to charge ahead with next one. He was invited and has attended a Good Governance group meeting. There seems to be a lot of confusion about what is going on with water, and the future of it in the valley This group wants to put together a round table of the key purveyors in the County to discuss what the different entities are doing and what they foresee in the future. They will be asking Minden to host this at the CVIC on October 19 if it is available.

- Event Planning- Roxanne Stangle said they are working on ideas for a two night Halloween event. Monday would be for the children with a Halloween parade of pets and old fashioned games. Tuesday night would aim at adults with a Minden resident who does ghost investigations giving a talk as well as a tour of the CVIC.

- Citizen's Advisory Committee- Roxanne Stangle said that people on the committee really care about the community. They are also looking into some things that they hope to bring to the Board in November.

- Capital Improvement Plan- Matt Bernard attended the Citizens Advisory Committee last month concerning the Capital Improvement Plan for Minden. We have lots of projects and a small budget. He felt that it is best to prioritize as if money wasn't an issue, with the goal of attaining grants. If you put something like the street lighting project at the top of the list, as well as funding to some extent in the budgets, when grants come along the commitment is shown. He hopes to get back to the citizens group next month and schedule priorities.

- New Development Applications- John Stephans said he, Jenifer and Tim Russell reviewed several projects, including the High School project, the old blacksmith shop, as well as the bed and breakfast outside the Town but possibly on our water system.

- Minden Water- Charlie Condron said we are trying to brainstorm ideas for a water workshop in mid January. He asked the Board to give input for the workshop to Jenifer.

6. Chairman Report: Charlie Condron appreciated the extra work all are doing on their committees.

### CONSENT AGENDA FOR POSSIBLE ACTION

1. Approval of September 2013 financial report including claims paid August 23, 2013 through September 19, 2013.

Bernard/Stangle moved to approve Consent item 1. Motion carried unanimously.

### ADMINISTRATIVE AGENDA:

1. **Discussion only:** A presentation by Douglas County School District concerning improvements planned for Douglas High School as Phase 1 of the Overall Master Plan for the campus. Appearance by Mark Johnson of H&K Architects.

Mark Johnson as well as Scott McCullough presented the project. The High School Master plan process identified needs, and the first includes major renovations to the interior including building a two story building for science, technology, engineering and math (STEM) with revisions to the front entrance. There would also be modifications to the commons, replacement of the bleachers in the large gym, expansion of the small gym, and traffic flow improvements for the parking lot. Construction is scheduled to start in spring 2014 to complete by the fall of 2015 with the target goals to bring the freshmen back to the high school and function as a closed campus. This project will be bonded but they are presently uncertain as to the percentage.

The Board expressed support of this project and were excited that Douglas High will be modernized.

Public Comment: None

2. **For possible action:** Presentation, discussion and possible action to 1) accept the Valley Vision Plan; and if 2.1 is approved, to 2) direct staff to develop a joint resolution between the Towns of Minden and Gardnerville and Douglas County to confirm the principles of the plan and to commit to the identification of funds for its implementation over time. Appearance by Eric Roverud of Design Workshops.

Mr. Roverud introduced himself, and gave an overview of the item as well as a PowerPoint presentation. The goal of the Valley Vision is to collectively define and talk about the future of the valley; how to retain community character while offering economic opportunity for future generations. The next step is to see what the momentum is in relation to the issues identified. The concepts identified were: 1. Trails and open space and visual resource protection. 2. New employment and economic opportunity. 3. Tourism Destinations and Connections 4. Transportation and Linkages. Each area had suggested implementation and goals identified in the plan.

Lisa Granahan, Douglas County Economic Vitality Manager, thanked the Town for participating in this process. She expressed excitement about all the construction activity in the valley, noting the investment by the private sector and the opportunities for the future. She encouraged the Board to capture this momentum and embrace the concept by accepting the plan and committing to identify funds to implement.

Board discussion included the importance of this kind of planning and how exciting this plan is, especially with the involvement of the private factor. Mr. Roverud said that representatives of Bently were included in the process, and they were very excited about the potential of the towns working together going forward. He suggested that a meeting with NDOT would be appropriate to get some answers on the shared involvement of public and private sectors.

**Public comment:**

Susan Carbiener, Director of Operations for Bently Enterprises, said they will be moving Bently headquarters to the Farmers Bank Building in spring 2014, and they fully support the Valley Vision Plan. It is a long term vision of Christopher Bently to bring the V&T back.

Bob McMillan said there must be a regional plan not financed by the citizens of Minden, and it would seem to need bond financing.

Bob Pohlman said that the County needs to make commitments to build the Muller Parkway and removing power lines off the main road. He expressed concerns about the roundabout that is approved to be built at Buckeye in relation to the V&T.

Debra Lang participated in this process and believed that the community can come together in supporting and implementing this.

Bernard/Stephans moved to approve to accept the Valley Vision Plan and to direct staff to develop a joint resolution between the Towns of Minden and Gardnerville and Douglas County to confirm the principles

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of the plan and to commit to the identification of funds for its implementation over time. Motion carried unanimously.

3. **For possible action:** Discussion and possible action to approve, approve with conditions, continue, or deny the request to review, set fees for, and approve the revised Town of Minden Street Closure Policy, effective November 1, 2013. Appearance by Jenifer Davidson, Town Manager.

Rosanne said that she would not be voting on this issue.

Ms. Davidson said that she overlooked the parades when she itemized the events for consideration. She has met with County staff concerning County requirements for street closure.

Board discussion included how to come up with a reasonable price, how to set a fee that would still draw people to downtown, the possibility of not listing out specific groups as someone might be forgotten, having consent items rather than setting specific rates, possibility of prices being determined by the number of streets closed, and the intensity of town involvement determining the rate. They discussed bringing back a new draft with a redlined version to see the changes, and possibly showing a sliding scale of charges.

Public comment:

Alan Reed appreciated the support of the Board for his events and encouraged the Board not to raise prices now as businesses are facing economic challenges.

Thaler/Bernard moved to continue this to a future date. Motion carried with Stangle abstaining.

4. **For possible action:** Discussion and possible action to approve, approve with conditions, continue or deny a request to 1) accept a bid to contract with A&A Construction in the amount of \$50,504.00 related to water and sewer infrastructure work necessary to bring Well 7 into production to the Town of Minden system and utilize it as an active well, and if 4.1 is approved to 2) authorize the Chairman to execute Agreement for the same on behalf of the Town. Appearance by Bruce Scott, Town Engineer, Resource Concepts Inc.

Mr. Scott said that the project had 3 bidders with A&A the low bid; he recommended approval.

No public comment.

Bernard/Stephans moved to approve to accept a bid to contract with A&A Construction in the amount of \$50,504.00 related to water and sewer infrastructure work necessary to bring Well 7 into production to the Town of Minden system and utilize it as an active well, and to authorize the Chairman to execute Agreement for the same on behalf of the Town. Motion carried unanimously.

5. **Discussion only:** A presentation by Carson Water Subconservancy District (CWSD) regarding the 1) "Comprehensive Regional Water System Plan for the Carson River Watershed;" and 2) "Bureau of Reclamation Plan of Study." Presentation and appearance by Edwin James, General Manager, CWSD.

Mr. James gave a presentation to the Board of a study that started three years ago looking at a regional water system for the entire Carson River and its users. It looks at the big picture, which does not entail an authority over the water; he sees other entities that wish they had the foresight of Minden. This helps plan for the right amount of growth for the water available.

Board discussion included storage, reservoirs, and surface water rights.

Public comment: None

Mr. Condron thanked him for the presentation and the work that was done on the study.

REQUEST FOR AGENDA ITEMS: None

ADJOURNMENT: Mr. Bernard motioned to adjourn the meeting at 8:26.