



The Minden Town Board meeting was held at 5:30 p.m. on Wednesday, February 5, 2014, at 1602 Esmeralda Avenue, Minden, Nevada.

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

Staff present: Greg Hill, Jenifer Davidson, Trish Koepnick, Ryan Russell and Tim Russell.

The Pledge of Allegiance was led by John Stephans.

Condrón/Stephans moved for the approval of the agenda as published. Motion carried unanimously.

Condrón/Stephans moved for approval of the January 8, 2014 minutes. Motion carried unanimously.

Acknowledgement of Gifts: None

Acknowledgement of Service awards: Bob Kelly was presented his five year serve award proclamation by Chairman Bernard.

PUBLIC COMMENT:

Members of the public expressed concern about the use of native grass being changed to turf in the plans for Gateway Park as well as concerns about the lack of downtown parking, especially with current and possible future changes.

STAFF REPORTS

1. Public Works: Monthly report of activities by Greg Hill.

Testing on the Heybourne Booster station in January went well. We had a 9000 gpm maximum pumping capacity even without tank water; he is confident that we can meet summer demands. Carson City will be running a 30 day test run pumping water. Work is finishing up at Well 7 but we have not heard from NV Energy.

2. Engineering Report: Monthly report by Tim Russell.

Work has focused on the trailhead at Jake's. This and the Gateway project should be out to bid soon. The production well will be on line as quickly as possible; the pump cannot be ordered until the well is drilled.

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

The next water workshop is tentatively scheduled for March 26; the date for the budget workshop is tentatively March 6th. The Town has been awarded \$66,000 for the trailhead landscaping at Jake's Wetlands. Tractor Supply will be having a ribbon cutting ceremony at 7:45 a.m. February 6th.

4. Board member committee reports:

- Event Planning - Roxanne Stangle said a meeting for 4th of July and CV days planning is scheduled.
- Minden Water- Charlie Condrón encouraged input from board members concerning items for water workshop.
- Budget Planning - John Stephans said that we are looking at enterprise and general funds; he encouraged public input especially on capital improvement plans.
- New Development Applications- John Stephans gave a synopsis of the changes coming in the Mill District by Bently.
- Citizen's Advisory Committee- Steve Thaler said this will be discussed in agenda item 2.

5. Chairman Report: None.

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CONSENT AGENDA FOR POSSIBLE ACTION

Approval of January 2014 financial report including claims paid December 27, 2013 through January 23, 2014. Condrion/Stephans moved for approval of the consent agenda items as presented. Motion carried unanimously.

ADMINISTRATIVE AGENDA

1. **For possible action: Discussion and possible action to recommend to Douglas County approval, approval with conditions, continue, or denial of a request by Gary Leiss, applying on behalf of Francisco and Mirasol Sanchez, owners of Francisco's Restaurant, to abandon a portion of the Third Street right-of way between US Highway 395, on the north, and Esmeralda Avenue, on the south. This portion of the Third Street right-of-way has been used as a parking lot area adjacent to what is now Francisco's Restaurant. Appearance by Gary Leiss, applicant on behalf of Francisco and Mirasol Sanchez.**

Mr. Leiss noted that this parcel has never been parceled or shown as a parcel as it had never been surveyed. A large portion of the area belongs to NDOT. He asked some consideration for the survey work that had to be done. There is a blanket easement over the whole parking lot for utilities.

Board discussion included the \$15,000 resurfacing cost paid by the Town, the logic of the request, if it would be absorbed by the adjoining parcel and if the Town can add restrictions so it is only for parking.

Ryan Russell said the Town would be abandoning the parcel to Francisco's for use as a parking lot; if they wanted to change the use it would require the formal request for change through the Town and County process. It should be noted that the survey submitted was not prepared by the Town of Minden but by the applicant.

Tim Russell said that requiring a blanket utility easement over the parcel should restrict future building over the parcel.

Public comment: None

Following intelligent and thoughtful deliberation Condrion/Stephans moved to approve a request by Gary Leiss, applying on behalf of Francisco and Mirasol Sanchez, owners of Francisco's Restaurant, to abandon a portion of the Third Street right-of way between US Highway 395, on the north, and Esmeralda Avenue, on the south, with the condition that the property owners reimburse the Town for the street rehabilitation work completed in August 2013 on the portion to be abandoned in the amount of \$15,000 and subject to a blanket public utility easement to allow for access and maintenance of Town water and power facilities. Motion carried unanimously.

2. **For possible action: Discussion and possible action to provide direction to Town Staff regarding a proposal by the Town of Minden Citizen's Advisory Committee to reduce speed limits and post additional stops signs at multiple locations on Wildrose Drive and Deseret Drive. Appearance by Steve Thaler, Town Board Member, and Jenifer Davidson, Minden Town Manager.**

Mr. Thaler introduced the item, noting that this area is unique as the Town line is there, the speed limit changes and there are no sidewalks.

Ms. Davidson read a letter from John Hamer, who could not be present. He asked for approval of a reduction in speed to 15mph as well as additional stop signs. Safety of the residents is the main concern.

Board discussion included a history in regards to this problem, the sense that there are peak times of speeding, issues of consistence throughout Town if we change the speed limit, caution about knowing what is going to work, and pressuring the sheriff's department for enforcement.

Ryan Russell noted the agenda item relates to speed limits and stops signs; we cannot address sidewalks. He said changing speed limit requires an ordinance change. He advised care to not to give preferential treatment.

Public comment:

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Various members of the public expounded on the need to address this issue and encouraged the Board to move forward with public safety in mind.

Board discussion involved consistency with the speed limit in Minden, doing stop signs right away to see if it helps the problem, and appreciation for the turnout tonight as this is true democracy.

Following intelligent and thoughtful deliberation, Thaler/Condran moved to direct staff to draft a proposed resolution to locate stop signs where staff feels they would be best suited based on the input from the Citizen's Advisory Committee and input from staff and bring that resolution back to this Board for approval and recommendation to the Douglas County Board. Motion carried unanimously.

3. **For possible action: Discussion and possible action to approve, approve with conditions, continue or deny a request by Town Staff to seek bids for a test well located at the Town of Minden Heybourne Booster Station site. Appearance by Jenifer Davidson, Minden Town Manager. Public comment**

Discussion between Board and staff included getting to the goal of 14,200 gallons per minute, the best level to drill for low arsenic and the method that would be used for this test well; they also discussed the possibility of protest of the change of use.

The Board noted the need to proceed and get all things taken care of to go forward quickly with the production well.

Public comment:

It was noted by the public that the amount of water that can be pushed through the 24 inch is limited.

Following intelligent and thoughtful deliberation Condran/Stephans moved to approve a request by Town Staff to seek bids for a test well located at the Town of Minden Heybourne Booster Station site. Motion carried unanimously.

4. **For possible action: Discussion and possible action to approve, approve with conditions, continue, or deny the Town of Minden's proposed ten year capital improvement plan for Fiscal Year 2013/2014 through Fiscal Year 2023/2024. This item does not include further action on projects previously approved and funded. This action may include discussion and approval of all or a portion of projects on the capital projects list. Appearance by Jenifer Davidson, Town Manager.**

Ms. Davidson noted that this is a working document put together to be revised as the Board chooses; it was based on input from the Town Board and the Citizen Advisory Committee.

Board discussion included the feasibility of and need for a parking garage, the transition period with Valley Vision and Bently, County involvement on County Road; the need to revisit this plan yearly, and whether to commit to the Hwy 395 lighting. Board consensus was that they liked the flexibility of the document.

Public comment:

Public comment included thoughts on where a parking garage might be built, the value of setting money aside for capital projects, and the need to commit and finish projects.

Following intelligent and thoughtful deliberation Condran/Thaler moved to approve the Town of Minden's proposed ten year capital improvement plan for Fiscal Year 2013/2014 through Fiscal Year 2023/2024. Motion carried unanimously.

5. **For possible action: Discussion and possible action to approve, approve with conditions, continue, or deny a request by Town Staff to eliminate two Seasonal Maintenance Assistant I positions and create one additional Full Time Maintenance Technician I position effective immediately. Appearance by Jenifer Davidson, Minden Town Manager.**

Board discussion included the ability to handle the summer workload, and how this concept will allow us to keep good people on staff.

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Public comment:

The public comments included asking if this position will be open to the public, the concern that as this is a permanent cost and there is no going back, we should stay with seasonal workers, and the concept that the amount of money wasted in training workers that quit makes this a good move.

Following intelligent and thoughtful deliberation, Thaler/Stangle moved to approve a request by Town Staff to eliminate two Seasonal Maintenance Assistant I positions and create one additional Full Time Maintenance Technician I position effective immediately. Motion carried unanimously.

6. **For possible action: Discussion and possible action to approve, approve with conditions, continue, or deny Resolution #2014R-011 to augment the 2013/2014 budget. Appearance by Jenifer Davidson, Minden Town Manager**

Ms. Davidson noted that this is money that we did not spend last year and we are just putting it where it is needed.

Following intelligent and thoughtful deliberation Stephans/Thaler moved to approve Resolution #2014R-011 to augment the 2013/2014 budget. Motion carried unanimously.

FINAL PUBLIC COMMENT

The public comments included asking the Board to give consideration to the needs for parking in downtown Minden.

REQUEST FOR AGENDA ITEMS: None.

Ms. Stangle moved to adjourn the meeting at 8:54 p.m.