



The Minden Town Board meeting was held at 5:30 p.m. on Wednesday, August 6, 2014, at 1602 Esmeralda Avenue, Minden, Nevada.

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

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

Vice-Chairwoman Stangle called the meeting to order at 5:30 p.m.

The Pledge of Allegiance was led by Mr. Stephans.

Condrón/ Thaler moved to approve the agenda as presented. Motion carried unanimously.

Thaler/Stephans moved to approve the minutes of the July 2, 2014 Board Meeting. Motion carried unanimously.

**ACKNOWLEDGEMENT OF GIFTS:** Ms. Davidson noted the contribution of the Buckeye Orchard picture by Marlena Hellwinkel.

**ACKNOWLEDGEMENT OF SERVICE AWARDS:** None

**PUBLIC COMMENT:**

Bob Pohlman noted the Gardnerville agenda item addressing pictures for the Community Center.

Larry Vincent gave an update on the Farmers Bank Building and the Bently Heritage district.

Bobbi Thompson, Airport Director, shared news concerning a pressurized glider arriving at the Douglas County Airport in the spring of 2015 for testing.

**BOARD MEMBER REPORTS:**

- Event Planning- Roxanne Stangle gave a report on the 4<sup>th</sup> of July.
- Minden Water- Charlie Condrón noted appreciation for tonight's nitrate report.
- Budget/New Development Applications - John Stephans noted Mr. Vincent's update on Bently
- Citizen's Advisory Committee- Steve Thaler had nothing new to report.

**CONSENT AGENDA FOR POSSIBLE ACTION:**

1. Approval of July 2014 financial report including claims paid June 20, 2014 through July 24, 2014 for fiscal years 2014 and 2015.
2. Approval of a change order to decrease the amount to be paid to Bruce MacKay Pump & Well Service by \$6,000 for a test well located at the Town of Minden Heybourne Booster Station site.
3. Approval of a claim to be paid to Carson Pump in the amount of \$6,076 for work completed on the Town of Minden test well at the Heybourne Booster Station site.
4. Approval of a request to waive street closure fees for the 8<sup>th</sup> annual Falcons Festival in the Fall, a fundraiser for Sierra Lutheran High School Athletics. Town approval would include closure of Esmeralda Avenue between Fifth Street and Fourth Street, Thursday September 25<sup>th</sup> from 3:00 p.m. until 9:00 p.m.

Condrón/Thaler moved to approve the consent agenda as presented.

**ADMINISTRATIVE AGENDA FOR POSSIBLE ACTION:**

1. Discussion shall include a report by the Superintendent of Public Works regarding operations and projects related to trash, retail and wholesale water service and other functions of the Town of Minden public works department. **For possible action:** Discussion and possible action to direct staff on relation to Staff Reports. Discussion may also include updates regarding the effectiveness of radar signs temporarily placed by Town Staff on Wildrose Drive (activities report

**Minden Town Board Meeting**

**August 6, 2014**

**Page 2 of 5**

**and traffic summary reports attached for reference). Appearance by Greg Hill, Superintendent Minden Public Works.**

Mr. Hill gave an update and 3 month comparison on the radar signs; speeds are staying consistent.

**Public comment:**

Members of the public noted that we now have data but there is no solution to the problem; they encouraged the Board to look into speed limits and stop signs.

Board comments included support of strategic stop signs and bringing recommendations to the next Board meeting.

Following intelligent and thoughtful deliberation, Thaler/Condron moved to direct staff to draft a proposed resolution to locate stop signs and possibly amend the ordinance to lower the speed limit in conjunction with working with Douglas County.

**2. For possible action: Discussion and possible action to direct staff on relation to Staff Reports. Discussion shall include an Engineering Report which may include discussion on streets, sidewalks, drainage, water issues and related items. Discussion may also include an update regarding work completed on the Trailhead project at Jake's Wetlands. Appearance by Bruce Scott, Minden Town Engineer.**

Mr. Scott introduced Jeff Sharp; he will attend the meeting next month in place of Bruce. Mr. Scott reported on the status of the trailhead at Jake's, and the work on County Road improvements.

**Public comment:** None

**3. Not for possible action: Discussion and presentation by U.S. Geological Survey (USGS) regarding USGS Scientific Investigations Report: 2013-5136, The Distribution and Modeling of Nitrate Transport in the Carson Valley Alluvial Aquifer, Douglas County, Nevada. (2013, Naranjo, Ramon C.; Welborn, Toby L.; Rosen, Michael R.).<sup>1</sup> Appearance by Ramon C. Naranjo, PhD, Research Hydrologist, USGS, Nevada Water Science Center.**

Mr. Naranjo presented a PowerPoint presentation on this top topic.

**Public comment:**

A member of the public expressed interest in the impact on Johnson Lane area septic tanks now that less water is used from wells.

Mr. Condron thanked Mr. Naranjo and noted the importance of the information presented.

**4. For possible action: Discussion and possible action to approve, approve with conditions, continue, or deny a request by Town Staff to partner with the Carson Valley Visitors Authority to design and place Banners on light poles to be determined by Town staff located on US Highway 395 and State Route 88 and to contribute an amount not to exceed \$5,000 for the project. Appearance by AJ Frels, Executive Director of the Carson Valley Visitors Authority.**

Mr. Frels gave a synopsis of the Visitors Authority functions, and presented information concerning the request for partnership on the banners as a part of the Valley Vision and Minden Prosperity plan. They would be put up by the Town, stay up all year and be maintained by both the Town and the Visitor's Authority as needed, and to be used to promote Valley wide events.

Board comments included support of the project, questions about how to place banners where the poles are limited, banner size, banner content, and the possibility of using NV Energy poles.

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<sup>1</sup> Copies of this Report are available for review in the Town Administrative Office. Also, copies will be made available for review at the time of the Board meeting. For an electronic version of this report please contact Trish Koepnick, Office Manager by email [tkoepnick@co.douglas.nv.us](mailto:tkoepnick@co.douglas.nv.us) or by phone at 775-782-5976.

## **Minden Town Board Meeting**

**August 6, 2014**

**Page 3 of 5**

Mr. Hill is checking with NV Energy, and NDOT would need to approve use of the street lights. Any permitting process would be done by the Visitor's Authority.

### **Public comment:**

Bill Henderson as Chair of Carson Valley Visitor's Authority noted that he appreciated the cooperation between the towns, and was optimistic about working with NDOT.

Following intelligent and thoughtful deliberation, Thaler/Stephans moved to approve the request to partner with the Carson Valley Visitors Authority to design and place banners on light poles to be determined by Town staff located on US Highway 395 and State Route 88 and to contribute an amount not to exceed \$5,000 for the project. 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 partner with Minden Rotary on the celebration for the thirtieth anniversary of the dedication of the Minden Park Gazebo and contribute an amount not exceed \$1,500 of Town funds for the event. Discussion may also include participation by the Minden Town Board members in the event. Appearance by AJ Frels, President of Minden Rotary Club.**

Mr. Frels said they would appreciate assistance with this celebration; the money would be used towards awards, dinner and promotion of the event.

Ms. Davidson noted that the Town had previously committed to this; tonight's request is to firm up the amount. The date has yet to be determined.

**Public comment:** None

Following intelligent and thoughtful deliberation, Condrion/Thaler approve the request by Town Staff to partner with Minden Rotary on the celebration for the thirtieth anniversary of the dedication of the Minden Park Gazebo and contribute an amount not to exceed \$1,500 of Town funds for the event.

**6. For possible action: Discussion and possible action to recommend to Douglas County approval, approval with conditions, continue or denial of a Major Design review for the development of a commercial site for Sonic Burger located at the intersection of Lucerne Street and U.S. Highway 395 in the Minden-Gardnerville Community Plan Area (APN 1320-30-802-024). Discussion may include possible approval of an additional restaurant and office buildings for development in a future phase of the project. Appearance by Pat Clark, Principal Engineer for Building Concepts Inc. and Chad Walling on behalf of RO Anderson Engineering on behalf of the Applicant Tom Ortiz with Gen Corp.**

Pat Clark presented the revised plans in response to staff concerns, and also presented the color choices.

Board comments included support of the project, questions on the other development on the site, desire to have no wall, the need for a traffic light, light issues from the drive through, and appreciation for the response to staff concerns. Mr. Goering of Douglas County Community Development said there are still a few minor issues with signage and lighting, but there will be no wall.

### **Public comment:**

Mark Cain, Sonic Drive-In franchisee, said they will start as soon as possible.

Following intelligent and thoughtful deliberation, Stephans/Condrion moved to approve a Major Design review for the development of a commercial site for Sonic Burger located at the intersection of Lucerne Street and U.S. Highway 395 in the Minden-Gardnerville Community Plan Area (APN 1320-30-802-024, with the recommendations from the engineer and the recommendation from town staff on the color coordination of the building.

**7. For possible action: Discussion and possible action to accept, accept with conditions, continue or deny an offer by Syncon Homes and Monterra 270 LLC to dedicate streets and interior landscaping located within the Monterra Subdivision to the Town of Minden for maintenance and**

**Minden Town Board Meeting**

**August 6, 2014**

**Page 4 of 5**

**authorize the release of a bond in the amount of \$20,000 from V&C Construction to secure the additional work that remained to be completed by Syncon Homes for the project. Appearance by Michelle Godde on behalf of Syncon Homes and Monterra 270 LLC**

Ms. Godde gave a brief background of the Monterra project and this request.

Board comments included the completion status of the revised punch list, hesitation to accept the improvements when they are not yet completely done, and possible acceptance subject to a complete punch list.

**Public comment:**

Members of the public noted appreciation that the work has been done, and questioned who is taking care of the blacktop sidewalk on Heybourne as well as the ADA issue.

Ms. Davidson noted the Town would address the ADA issue and the blacktop will be the responsibility of Douglas County.

Following intelligent and thoughtful deliberation, Condron/Thaler moved to accept the offer by Syncon Homes and Monterra 270 LLC to dedicate streets and interior landscaping located within the Monterra Subdivision to the Town of Minden for maintenance and authorize the release of a bond in the amount of \$20,000 from V&C Construction subject to the Developer completing the punch list to staff's approval.

Motion carried unanimously.

**8. For possible action: Discussion and possible action to provide direction to staff regarding the site improvement plans for the County Road Streetscape Improvements between Eighth Street and Tenth Street, including without limitation the possible continuation of Ninth Street from Mono to County Road. Appearance by Bruce Scott, Town Engineer.**

Ms. Davidson noted that she received notice today of the award of a grant by NDOT in the amount of \$314,000 for this project. The site plan submitted in the grant application did not include the possibility of 9<sup>th</sup> Street being put through to County Road, and we need to confer with NDOT about this before continuing this discussion.

Mr. Scott said that his initial calculations for extending 9<sup>th</sup> street would add around \$50,000 if the grant is still viable with that change.

Board discussion included concern over jeopardizing the grant, wondering what started this initiative, openness to what the residents would like, and the thought that 9<sup>th</sup> Street should go through like the other nine streets.

**Public comment:**

Various members of the public spoke strongly against opening up 9<sup>th</sup> Street. The ditch project was spoken about favorably.

Following intelligent and thoughtful deliberation, Stephans/Thaler moved to direct staff regarding the site improvement plans for the County Road Streetscape Improvements between Eighth Street and Tenth Street, without opening 9<sup>th</sup> Street from Mono to County Road. Motion carried unanimously.

**9. For possible action: Discussion and possible action to accept, accept with conditions, continue or deny a bid by V&C Construction Company for the Minden Gateway Project for an amount not to exceed \$414,479.00, and authorize the Chairman to execute an agreement for same. Appearance by Bruce Scott, Town Engineer.**

Ryan Russell noted that one of the bids had a legal issue, and all of the bids far exceeded budget. On that basis, he recommended that all bids be rejected and staff be directed to aggressively re-bid this project.

**Public comment:** None.

Following intelligent and thoughtful deliberation, Stephans/Condron moved to reject all bids and reopen the bidding process. Motion carried unanimously.

**Minden Town Board Meeting**

**August 6, 2014**

**Page 5 of 5**

**10. For possible action: Discussion and possible action to accept, accept with conditions, continue or deny a bid by Kustom Koatings for the 2014 Town of Minden Street Sealing Project for an amount not to exceed \$78,648.38, and authorize the Chairman to execute an agreement for the same. Appearance by Bruce Scott, Town Engineer.**

Mr. Scott recommended the approval of the low bid.

Board discussion included the areas to be sealed, including any new paving from the previous year's work, and the possibility of sealing additional areas without exceeding the amount of \$100,000. This could include sealing the trail at Jake's Wetlands.

Public comment: None

Following intelligent and thoughtful deliberation, Condron/Thaler moved to accept a bid by Kustom Koatings, Inc. for the Town of Minden 2014 Street Sealing Project in an amount not to exceed \$100,000. Motion carried unanimously.

**11. For possible action: Discussion and possible action to accept, accept with conditions, continue or deny a bid by Coons Construction, LLC for the 2014 Buckeye Well Project for an amount not to exceed \$344,017.00, and authorize the Chairman to execute an agreement for same. Appearance by Bruce Scott, Town Engineer.**

Mr. Scott recommended approval of the low bid.

Board discussion included the bid costs versus the engineering estimate

**Public comment:** None

Following intelligent and thoughtful deliberation, Thaler/Condron moved to approve a bid by Coons Construction, LLC for the 2014 Buckeye Well Project for an amount not to exceed \$344,017.00, and authorize the Chairman to execute an agreement for same.

**FINAL PUBLIC COMMENT:**

Members of the public asked for dust control management at the Gateway site. Mr. Scott assured that we will manage and monitor this.

**REQUEST FOR AGENDA ITEMS:**

Mr. Thaler requested that the Main Street car event be addressed to look at reviving it to what it was in the past.

Mr. Condron asked to look at a policy of monitoring wells within a certain distance of our wells, as well as revisit the Town water conservation plan. He spoke in favor of having a special meeting to approve the Gateway bid if needed.

**ADJOURNMENT:**

Mr. Condron moved to adjourn the meeting at 8:47 p.m.