



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

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

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

Mr. Bernard called the meeting to order at 5:30 p.m. The Pledge of Allegiance was led by Mr. Thaler.

Condron Thaler moved to approve the agenda. Motion carried unanimously.

Stephans/Condron moved to approve the minutes of the October 1, 2014 Board Meeting. Motion carried unanimously.

ACKNOWLEDGEMENT OF GIFTS: None

ACKNOWLEDGEMENT OF SERVICE AWARDS: None

PUBLIC COMMENT:

A member of the public spoke of his concern about security concerns for administrative staff, and presented some ideas for consideration including a concave mirror and one way glass, as well as security cameras.

Bently Enterprises representatives shared pictures of the changes at Cowboy Corner and gave an update on the status of the Mill District project, as well as the Farmers Bank. The hope is to move in by mid-December.

BOARD MEMBER REPORTS:

Ms. Stangle reported on Town participation in Safe Street and the plans in progress for the Christmas Kickoff weekend. Mr. Thaler reminded everybody of the County commission meeting being held tomorrow concerning the speed limits and stop signs. Mr. Condron had nothing new to report on Minden water and Mr. Stephans also had nothing new on development.

CONSENT AGENDA FOR POSSIBLE ACTION:

1. Approval of the October 2014 financial report including claims paid September 19, 2014 through October 23, 2014 for fiscal years 2015.

2. Approval of the 19th Annual Parade of Lights from Heritage Park to Minden Park on December 6, 2014, and a waiver of the associated street closure fees by the Town of Minden. This event includes closure of the following streets from 3:00 pm to 10:00 pm: Esmeralda from US Highway 395 to Seventh Street; closure of Seventh, Sixth, Fifth and Fourth Streets between US Highway 395 and County Road; and closure of Mono Avenue between Third and Seventh Street.

3. Approval of the Town of Minden 2014 Christmas Celebration, Friday December 5, 2014, and Saturday, December 6, 2014. Approval of this request includes closure of the following streets Friday, December 5th from 12:00 pm to Saturday, December 6th until 10:00 pm: Esmeralda Avenue between Fourth Street and Sixth Street; Fifth Street between Esmeralda Avenue and Mono Avenue.

Condron/Thaler moved to approve the Consent agenda. Motion carried unanimously.

ADMINISTRATIVE AGENDA:

1. **For possible action: Discussion and possible action to approve, approve with conditions, continue or a deny a request by Blue Sky Events and the Family Support Council of Douglas County for the Town of Minden to sponsor the Amateur Barbeque Cook-Off (also known as Chillin' and Grillin') at the same time as the Minden Arts and Crafts Festival and Inliner Car Show, June 5-7, 2015. Approval of this request would include waiving fees associated with street closure and use of the**

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CVIC Hall Kitchen and providing Town staff support of the event. Town approval would also include closure of Esmeralda between US Highway 395 and Sixth Street; Fifth Street from Mono Ave to the alley between Esmeralda Ave and US Hwy 395; Forth Street from Mono Ave to the alley between Esmeralda Ave and US Hwy 395; and Mono Avenue between 5th Street and Sixth Street from 6:00 am through 9:00 pm Saturday, June 6, 2015. Appearance by Kerry Hawk with Blue Sky Events.

Ms. Stangle excused herself from this item as she is part of Minden Fest.

Kerry Hawk noted that they are working with Ms. Stangle with her event, and things are in order for a joint event. Sharla Hales thanked the Board for the cooperation and said it has been a pleasure working with Ms. Stangle. They are hoping for 600 people to attend the event and are already advertising.

Board comments included hoping that this would become a signature event in Minden, and kudos for everybody working together to make this happen.

Public comment: None.

Thaler/Condrion moved to approve the request by Blue Sky Events and the Family Support Council of Douglas County for the Town of Minden to sponsor the Amateur Barbeque Cook-Off (also known as Chillin' and Grillin') at the same time as the Minden Arts and Crafts Festival and Inliner Car Show, June 5-7, 2015. Approval of this request would include waiving fees associated with street closure and use of the CVIC Hall Kitchen and providing Town staff support of the event. Town approval would also include closure of Esmeralda between US Highway 395 and Sixth Street; Fifth Street from Mono Ave to the alley between Esmeralda Ave and US Hwy 395; Forth Street from Mono Ave to the alley between Esmeralda Ave and US Hwy 395; and Mono Avenue between 5th Street and Sixth Street from 6:00 am through 9:00 pm Saturday, June 6, 2015. Motion carried unanimously with Stangle abstaining.

2. For possible action: Discussion and possible action to approve, approve with conditions, continue or a deny a request by Denise Collins, location scout for Kadota Productions to close Esmeralda Avenue from US Highway 395 to Sixth Street, Mono Avenue from Fifth Street to Sixth Street, and Fifth and Sixth Street from Mono to Esmeralda Avenue for no more than a single block of five consecutive hours total beginning no earlier than 6:30 am and ending no later than 6:30 pm on November 6th, 7th, 8th or 9th to film images to be used in advertising materials for the company. Appearance by Denise Collins, Location Scout and Manager, Scout Tahoe.

Denise Collins gave background information for this request, noting that it would be a photo shoot for a sporting goods company.

Public comment:

A member of the public inquired if anything would be covered or changed on the street, and was told that nothing would be altered.

Condrion/Stangle moved to approve the request by Denise Collins, location scout for Kadota Productions, to close Esmeralda Avenue from US Highway 395 to Sixth Street, Mono Avenue from Fifth Street to Sixth Street, and Fifth and Sixth Street from Mono to Esmeralda Avenue for no more than a single block of five consecutive hours total beginning no earlier than 6:30 am and ending no later than 6:30 pm on November 6th, 7th, 8th or 9th to film images to be used in advertising materials for the company. Motion carried unanimously.

3. Not for possible action: Presentation by Town Staff with assistance from Andrea Seifert, Public Water System Compliance Supervisor, Nevada Department of Environmental Protection Bureau of Safe Drinking Water (NDEP) and Aaron Hughes, Training Specialist, Nevada Rural Water Association (NRWA) on Minden water chemistry and quality. Appearance by Jenifer Davidson, Town Manager, Greg Hill, Superintendent of Public Works, Andrea Seifert, NDEP, and Aaron Hughes NRWA.

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Ms. Davidson introduced the item. She gave a brief overview of the Town water system, with additional input from Mr. Scott. A PowerPoint presentation that included the town's system of water connections, loopings, and blending of water as well as the sampling required. There is no treatment currently required as the Town meets all state standards for safe drinking water. Iron bacteria is a naturally occurring nuisance bacteria that can cause foul odor and corrosion, but is not harmful to the consumer. It is random in nature and it is not known why it is in some homes and not others.

Jenifer Carr gave a presentation on Minden's compliance with safe drinking water regulation. Aaron Hughes with NRWA noted there are several things that consumers can do inside their homes to lessen the chance of iron bacteria problems.

Board discussion included how Minden compared to other systems in total coliform, and appreciation for the presentations.

Public comment:

Several members of the public commented on the issue. Comments included the possibility of looping of the water system, educating the public concerning this iron bacteria, what can be done to alleviate the possible effects of iron bacteria, frustration with home owner ability to get acceptable responses, including if the correct building codes are being followed, and hope for a collaborative resolution.

4. For possible action: Discussion and possible action regarding a presentation by Town Staff on the projected possible water right needs of the Minden Water System based on existing and future development and the possible expansion of the Town's service area over time. Appearance by Jenifer Davidson, Town Manager and Bruce Scott, Town Engineer.

Condrion presented the item and said the bottom line is about how much water we can share with others.

Public comment:

A member of the public requested clarification on the 1200 acre feet of water in the original agreement with the County; they are Town water rights and are included in the 9400 acre feet that the Town holds.

Board decided that no action is needed and this can be used as a guide.

5. For possible action: Discussion and possible action to approve, approve with conditions, or deny a request by Town staff to place a Tank Level Monitor RTU with Ubiquiti Radio Communication on the Douglas County Water Tank located on Johnson Lane for an amount not to exceed \$11,000 and to authorize the Chairman to Execute an interlocal agreement, in a form and substance acceptable to Town Counsel, with Douglas County for the Town to install and maintain the same. Appearance by Greg Hill, Minden Superintendent of Public Works and Bruce Scott, Town Engineer.

Mr. Scott said that staff is recommending approval, as this will give us the ability to have active participation and better fulfill our obligations in the interlocal agreement as a water wholesaler.

Board discussion included the limits of the Town's obligation to provide this type of infrastructure and where the Minden system ends, that Douglas County has not been asked to help pay for this as it is a tool to use to better manage our system, and the thought that Douglas County should be the steward of their tank, as we have spent enough money for others. Board also voiced opinions about the need to do this to be a better wholesaler; as well as noting that the wholesale customers will be paying for it. Mr. Russell noted that this will not give us more liability.

Public comment:

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Members of the public asked the Board to remember that the upgrade will be paid for with water rates as determined in the cycle, as well as the opinion that if the County owns the tank it is their responsibility.

Stephans/Condrion moved to place a Tank Level Monitor RTU with Ubiquiti Radio Communication on the Douglas County Water Tank located on Johnson Lane for an amount not to exceed \$11,000 and to authorize the Chairman to Execute an interlocal agreement, in a form and substance acceptable to Town Counsel, with Douglas County for the Town to install and maintain the same. Motion carried with Mr. Bernard opposing.

6. For possible action: Discussion and possible action to modify the process to vet applicants and to recommend up to three names to the Douglas County Board of Commissioners for consideration of final appointment to the Minden Town Board upon departure of Steve Thaler during his current term. Appearance by Ryan Russell, Town Attorney.

Mr. Russell gave an update on the process, including the changes that occurred after the last meeting and the need to decide the process at this meeting.

Board discussion included the possibility of interviewing all nine candidates or narrowing the field of candidates at the current meeting after open deliberation, presenting one name to the County commission supported by all five board members, and the process to be followed when the candidates are interviewed.

Public comment:

Various members of the public commented on the process including the need to get genuine answers, encouragement to narrow the field this evening, and the need to find a person who will work with the Board and can think on their feet.

The Board opted to nominate each member's top candidates (up to five) at this meeting, with the three candidates with the most votes being brought back for the interview process.

Each Board member gave their list of candidates; the highest numbers of votes were received by Sheila Kendrick, Robert Pumphrey, and Bill Souigny.

Condrion/Stangle moved to interview Sheila Kendrick, Robert Pumphrey, and Bill Souigny at a special meeting 5:00 p.m. on November 12, limiting each candidate to a grand total of 25 minutes with them speaking and subsequently answering questions from the Board. Motion carried with Thaler voting no.

7. For possible action: Discussion and possible action to direct staff on relation to Staff Reports. Discussion shall include a Manager's Report on the activities, progress on or status of assigned tasks and projects, or general information regarding operations and projects related to trash, retail and wholesale water service and other functions of the Town of Minden. Appearance by Jenifer Davidson, Town Manager.

Ms. Davidson gave a reminder about the Wildrose issue at the County commission meeting the next day.

Mr. Hill gave updates on the drilling of the Heybourne well and the Gateway Park. He also gave an update on the status of the bee removal from the trees being cut down at Minden Park, and offered to make benches out of the wood from the trees.

Public comment: None.

8. 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, the Buckeye Well Project, the Minden-Gardnerville Sanitation District project on County Road and the Gateway Center Improvements. Appearance by Bruce Scott, Town Engineer.

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Mr. Scott referred to his written report and said there is nothing new to add.

Public comment: None.

9. For possible action: Discussion and possible action to approve, approve with conditions, or modify the 2014 evaluation of the Minden Town Manager. Appearance by Ryan Russell, Legal Counsel for the Town of Minden.

Mr. Russell reviewed the process for the manager's evaluation, noting he had received evaluations from each Board member. The process would include a possible merit, but would be separated from a renewal of contract. He presented the Board with the scores in each category, and gave the total score as two categories, expectations and goals.

Each Board member commented on the job that Ms. Davidson has done including appreciation for her hard work, exceeding Board expectations, and raising the bar of expectations.

Public comment:

A member of the public noted that Ms. Davidson's employees reflect her positive leadership, and expressed concern on the disconnect of the Board on the scores.

Thaler/Condron moved to approve a 5% merit increase for Ms. Davidson based on her evaluation exceeding expectations, with direction for Ms. Davidson to bring proposed priorities and expectations for the coming year to the next meeting. Motion carried unanimously.

PUBLIC COMMENT:

A member of the public noted the need to take a hard look at how much water has been transferred versus how much we are pumping to our wholesale customers.

A member of the public also suggested the possibility of recognizing the contributions of Mr. Don Bently for his major contributions to our community.

REQUEST FOR AGENDA ITEMS: None

ADJOURNMENT: Ms. Stangle moved to adjourn the meeting at 9:10 pm.