

**Round Hill General Improvement District
Board of Trustees Meeting Minutes
September 18, 2018**

Tuesday

5:00 pm

1. Meeting Called to Order

Meeting was called to order by Chairman Wes Rice.

2. Pledge of Allegiance

Pledge of Allegiance was led by Chairman Wes Rice.

3. Roll Call

Chairman Wes Rice, Vice Chairman Chuck Fagen, Trustees Hunter Harris and Darin Smith were present. Trustee Keith Fertala was present via phone conference. The Acting District Manager Andrew Hickman was present. Sitting in as District Counsel was Ryan Russell. Matt Brecke of Farr West Engineering was present. Residents Cindy Gulick and Michael Carney were also present.

4. Public Comment

Chairman Rice thanked staff for having the District's entrance sign repaired and lit.

Acting District Manager Andrew Hickman stated that he had ordered a few shirts with RHGID logo on them for office staff and asked if the Board would like to have District Logo shirts for campaigning and meetings. The board agreed to get one shirt each.

5. Approval of Agenda

Motion to approve the agenda as presented. Fagen/Smith 5-0 approved.

6. Presentation and update on the Castle Rock Water Line Project by Matt Brecke of Farr West Engineering.

Acting Manager Hickman and Matt Brecke reported that construction continues on the Castle Rock Project with all water mains installed, and nearly all services installed to the new meter pits. Services will be transferred to the new system once the new water main completes pressure and bacterial testing. Bac T tests passed on both September 14th and 17th, 2018. Thirteen (13) units on Gold Hill were connected on September 18, 2018 and ten (10) units on Silver were connected on September 19, 2018.

Once the water system work is completed, the existing road way will be pulverized and repaved. This is scheduled for October 8th through the 12th. Notices will be posted on all residents' doors.

Change Order #2 has been processed for the additional efforts to locate Castle Rock's existing water and sewer facilities. Change Order #2 increased the Contract with Rapid by \$52,687.33 and added sixteen (16) working days to the schedule.

Rapid Construction recently submitted additional claims for damage to existing utilities, additional offsets and additional excavations for service tie ins. These claims are currently under review.

Vice Chairman Fagen asked if the patch across McFaul Way was temporary or permanent. Acting Manager Hickman stated that it was temporary and would be repaired properly in the end.

7. Discussion and possible action to authorize the Acting District Manager to accept an amendment due to Farr West's required additional technical support and engineering during the permitting process and an extended construction period.

Manager Hickman provided an Amendment from Farr West Engineering to cover costs associated with Farr West's required additional technical support and engineering during the permitting process and an extended construction period.

Additional costs have accrued due to necessary administrative duties related to AIS certification required for funding from the SRF, inspection and construction management activities for the extended time frame, and for added surveying and design changes.

Trustee Smith mentioned that the actual costs were estimated at \$750,000 and this item would increase the project to \$780,000.

After discussion a motion authorizing the Acting District Manager to accept an amendment due to Farr West's required additional technical support and engineering during the permitting process and an extended construction period. Fagen/Harris 5-0 approved.

8. Discussion and possible action to authorize the Acting District Manager to enter into a contract with Cashman Equipment to proceed with repairs to the Auxiliary generator at the water treatment plant in the amount of \$18,533.20.

The Round Hill Board approved a preliminary repair estimate at the January meeting at a cost of \$3,548.27. As the project was never completed, that estimate has since increased significantly. The repairs needed are more expensive and require the unit to be transported to the Cashman Equipment shop in Reno to complete the work.

A second proposal dated 3/5/2018 includes removal of the unit but does not include a temporary rental unit to be used during such repairs. That cost was quoted at \$8,214.78.

The final quote delineating all costs to have the unit removed, repaired and replaced (including a unit to be used in the interim) was received on 9/7/2018. Total cost for repairs would be \$14,944.01.

The generators at the Pine Wild Sewer Lift Station and at the RHGID Office are also in need of repairs. Those quotes were for \$3,003.50 and \$585.69, respectively.

The total to have all generators repaired is \$18,533.20. Our service contract for this budget period is \$1,478.00. This would be \$20,011.20 in total for generator maintenance and repair.

Motion to authorize the Acting District Manager to enter into a contract with Cashman Equipment to proceed with repairs to the Auxiliary generator at the water treatment plant in the amount of \$18,533.20. Smith/Fagen 5-0 approved.

8. Consent Calendar

Motion was made to approve the consent calendar as presented. Fertala/Fagen 5-0 approved.

9. Staff Reports

RHGID renewed the annual membership with Tahoe Water Suppliers Association. Upon initial analysis, the cost of dues created some "sticker shock" for me. This year's dues were \$7,398.00. After some research into services provided and benefits of membership, it is in the best interest of RHGID to continue to be a member of TWSA.

RHGID has hired Matt Lounsbury as a Water Operator II. Matt comes to us from DC Utilities, where he held the same position for nearly 5 years. Matt holds NV water operator certifications of Treatment Level 3 and Distribution Level 3. Matt is being thoroughly trained, and is catching on with ease. Acting District Manager Andrew Hickman has tentatively scheduled Matt to enter the on-call rotation on October 5th.

The PineWild (PWHOA) construction Phase I (Units 1-47 and the clubhouse) is nearly complete. All new service lines have been connected to individual units and new irrigation services have been installed with backflow devices. All that remains is to remove and replace in-line valves. Sierra Nevada Excavating is waiting for PWHOA to grant permission to shut down water to the entire development for this to be done. PWHOA will advise when their peak occupancy rate subsides, so that the disruption of water service impact will be minimal.

Acting District Manager Andrew Hickman was unable to attend the last DCLTSA Board meeting, as he had a meeting with NDEP regarding the Castle Rock project. Chairman Rice was present for the meeting and may provide additional insight. Paula East-Janicki had informed Andrew that RO Anderson had compiled data from their flow meter placement and says that the readings coincide with current data. This has been a point of contention all along, as it difficult to believe that districts much larger than us have lower flows than RHGID. The general response from RO Anderson is that the reason for this would be groundwater infiltration. Andrew's response to that would be that groundwater is present throughout the area and would affect all parties involved. Obviously, this issue is ongoing, and he will keep the Board informed as events progress.

Acting District Manager Andrew Hickman spoke with Karen (Brian Hansen is on assignment until January) at the USFS regarding RHGID's special use permit. Karen informed me that there are no issues with our permit and/or our land use, but it has been "back burnered" until 2020, because they were informed by our former manager that 2020 would be the year we would be doing new construction on a redundant contact tank. He has requested that Karen draft a letter to verify that RHGID is able to operate with the permission of the USFS until such a time as we obtain the actual permit. This letter should be forthcoming.

CorrPro has completed their annual servicing of our sacrificial anode control equipment for each of our cathodically protected steel tanks.

Summit Plumbing has completed the annual, and much needed, cleaning of our intake appurtenances and our wet well at the sewer lift station.

NDEP Bureau of Safe Drinking Water met with RHGID staff on August 22nd and completed their annual Sanitary Survey. No "significant" or "other" deficiencies were noted. NDEP did recommend that we raise the grade level of one hydrant in the district, find a "traffic rated" cover for the Elks Point CC inertie backflow device vault, and construct fencing to prevent trespass to water storage facilities after a graffiti incident at our newest upper tank.

No Attorney's Reports.

12. Adjournment

Move to adjourn. Fagen/Fertala 5-0 approved.

Attest:



Wes Rice
Chairman



Keith Fertala
Secretary