

**Round Hill General Improvement District
Board of Trustees Meeting Minutes
October 16, 2018**

Tuesday

4:30 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, Keith Fertala and Darin Smith were present. The Acting District Manager Andrew Hickman and District Counsel Pat Fagan were present. Residents Bruce Steger, Matthew Grisafe and Carl Ruschmeyer were present.

4. Public Comment

None.

5. Approval of Agenda

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

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

Manager Hickman reported that Construction of the water portion of the project reached substantial completion as of September 20th with all residential services transferred over to the new system.

The project closeout has begun and will continue for the next few months which includes creating record drawings, obtaining lien releases, permit closeout, project filing and preparation for the audit with the NDEP SRF.

He stated that reconstruction of the roads throughout Castle Rock began Monday, October 8, 2018. One hour into grinding the existing roadway, the pulverizing equipment had a failure that had shut down the reconstruction efforts for the week. The latest update is that grinding resumed on Monday, October 15, 2018, with paving scheduled to be completed by October 19, 2018.

With this delay, the pavement work would not be completed prior to the Lake Tahoe Basin grading season deadline of October 15th. Matt of Farr West Engineering filed a Grading Season Exception with the TRPA in an effort to allow the project to extend. Manager Hickman reported that the exception was granted within 4 hours of filing.

7. Presentation and update on the Douglas County Lake Tahoe Sewer Authority flow meter issue by Andrew Hickman and Wes Rice.

Manager Hickman reported that he and Chairman Rice met with Rob Anderson of R.O. Anderson Engineering, where he provided us with data compiled from temporary meters that were installed throughout the DCLTSA collections system to correlate with sewer flow data for each of the districts that send their wastewater to DCLTSA. Those districts (other than DCLTSA's own system) are RHGID, KGID and Tahoe Douglas Sewer Improvement District (TDD). The data that was presented is thus far showing that we may end up having nearly twice as much flow to DCLTSA as to what has been estimated in the past. The next step is monitoring each district for a 30 day period at a minimum to collect more accurate data. Manager Hickman has already contacted Summit Plumbing to begin camera work to

identify any problem areas within our system, and to remove root intrusions at the same time. More information will follow in the coming months.

8. Discussion and possible action to authorize the Acting District Manager to purchase a confined space entry safety pack in the amount of \$2,900.

Manager Hickman reported that the District had budgeted \$5,000 for backwash tank rehabilitation. Purchasing this pack will allow us to service the tank and complete other confined space entry jobs without hiring outside help moving forward.

The purchase price on sale is \$2,899.99 from \$5,014.99
Purchasing the items separately would cost \$5,500

Trustee Smith asked what other projects or jobs the District would perform by having this equipment and what additional training would be needed? Manager Hickman stated that he was certified in confined space, however the other operators would need to do a two day class to get certified.

Manager Hickman stated that our Operators would also be able to use this equipment to clean the backwash tank, PRV vaults and our Wet Well on an annual basis in-house, thereby saving the District a substantial amount of money.

Motion to authorize the Acting District Manager to purchase a confined space entry safety pack in the amount of \$2,900. Smith/Fagen 5-0 approved.

9. Discussion and possible action to commence contract negotiations to enter into a contract with Andrew Hickman as District Manager for the remainder of the 2018 / 2019 fiscal year beginning November 1, 2018 through June 30, 2019.

Andrew presented the Board with a spreadsheet drawing out the amount of money the District would save if he were appointed the District Manager rather than Acting District Manager which includes an additional 25% of his wage as an incentive.

After discussion, a motion was made to select a committee to enter into negotiations with Andrew regarding his pay scale. Chairman Rice and Trustee Harris volunteered to sit on the committee. Fagen/Fertala 5-0 approved.

10. Consent Calendar

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

11. Staff Reports

Manager Hickman reported that in response to NDEP's annual Sanitary Survey recommendations, he has begun researching vault lids and is checking into fencing around the District's upper tanks.

Manager Hickman also attended the regional managers' meeting for September. He had a chance to network with the managers of the different districts throughout Douglas County. All congratulated and welcomed him and each offered their support, should I need anything.

In a Sept. 13 voice vote regarding Infrastructure Funding, The U.S. House of Representatives passed a broad water resources development bill reauthorizing the Water Infrastructure Finance and Innovation Act (WIFIA) program and incorporating updates to portions of the Safe Drinking Water Act. The bill is now in the Senate's court. This legislation, S. 3021, contains a number of provisions that AWWA and other water organizations have sought. Reauthorization of the State Revolving Loan Fund (SRF) program and WIFIA were key wins for AWWA and the water sector overall. The WIFIA reauthorization is for two years, but water resource bills are typically enacted in two-year cycles. The SRF reauthorization is for three years; authorization for the drinking water SRF had expired in 2003.

Recruiting has begun in order to hire an Operator In Training (OIT) to bring RHGID's staffing to its standard and budgeted levels. The deadline for applications for an OIT will be on October 19th. Operator Josh Bisset recently passed his exam for Water Distribution Level 2 with a score of 78%. Congratulations to Josh on his hard work and valuable accomplishment!

Manager Hickman stated that, with this being the last meeting of the RHGID Board of Trustees before the upcoming election, he and Patti would like to wish all of the candidates GOOD LUCK!

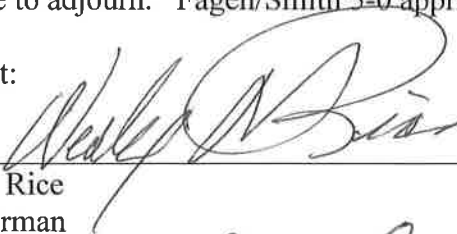
Chairman Rice reported that the next DCLTSA meeting would be held Wednesday October 17, 2018. He also stated that there is going to be a Meet & Greet for him at Casey's Restaurant in the Round Hill Mall on Saturday, October 20, 2018 from 8:00 am to 11:00 am. He invited all to attend.

No Attorney's Reports.

12. Adjournment

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

Attest:



Wes Rice
Chairman



Keith Fertala
Secretary