

**Round Hill General Improvement District
Board of Trustees Meeting
August 18, 2015**

Tuesday

6:00 pm

1. Meeting Called to Order (T-Mark 1)

Meeting was called to order by Chairman Glen Smith.

2. Pledge of Allegiance (T-Mark 2)

Pledge of Allegiance was led by Chairman Glen Smith.

3. Roll Call (T-Mark 3)

Chairman Glen Smith, Vice Chairman Steve Seibel, Trustees Wes Rice and Chuck Fagen were present. Trustee Keith Fertala was absent. The District Manager and District Counselor Justin Townsend were present. Residents Darin Smith, Keith and Dana Novotny and Dick Hoadley were present.

4. Public Comment (T-Mark 4)

Manager Reed requested suggestions and comments regarding the Round Hill Meet & Greet B-B-Q.

Trustees noticed a few things we can do better next year such as chairs and name tags for attendees. Resident Richard Hoadley noticed that Pinewild and Castle Rock Association residents were not individually invited as they are invoiced as a whole through a single billing by the District. Patti assured him that the invitation process would be different next year to include all.

Manager Reed reported that for our first event, it went well and thanked our board members for participating with B-B-Q the meats.

5. Approval of Agenda (T-Mark 5)

Manager Reed requested that item #6 be moved awaiting the arrival of Mr. Novotny. Motion to approve the agenda as amended. Rice/Fagen 4-0 approved.

6. Discussion and possible action on a request from Round Hill resident Keith Novotny to modify the District's tariffs relating to vacation rentals. (T-Mark 7) (Taken after Item #7)

Manager Reed reported that he sent a water and sewer bill to Round Hill resident Keith Novotny on June 23rd informing him that the District considered his 310 Paiute Drive home a vacation rental and he would be charged the appropriate vacation rental rates. RHGID then received a letter from Mr. Novotny requesting that the District consider changes to its tariffs.

RHGID currently has five Douglas County permitted vacation rentals in the District. In accordance with District tariffs, vacation rentals are charged as commercial properties. Douglas County is the vacation rental permitting agency. D.C. informs the District when a new account is added and the District adjusts its rates accordingly. D.C. Code Enforcement and D.C. District Attorney both ensure that homeowners within the County are complying with the vacation rental county code, Title 5.40.

Between January and March 2015, RHGID has evidence that the property was being used as a vacation rental, but without a permit RHGID did not bill as a vacation rental. On February 23rd, manager Reed sent another letter to Mr. Novotny that the District was concerned that his property was being used as a vacation rental without a permit and the District would bill the property as a vacation rental if it was determined by Douglas County to be such. Based on a June 12th letter from the D.C. District Attorney to Mr. Novotny, RHGID back charged and billed the property as a vacation rental beginning in March 2015.

Mr. Novotny requested that the District change its tariffs and only bill a home as a vacation rental when the property is actually rented out. Switching back and forth and reading a resident's meter two or three times a week or month and re-calculating whether the property is residential or a vacation rental is cumbersome and problematic for the District.

After discussions, Chairman Smith requested that staff provide a spreadsheet of surrounding area District's policies and rates on vacation rentals at a future meeting. No action was taken at this time.

7. Discussion and possible action on a letter from resident William Laughlin. (T-Mark 6)

RHGID received the attached letter from Round Hill resident William Laughlin on August 7, 2015.

Manager Reed and District Operators had the following input on the front end loader:

- The Loader was purchased in 1998 for \$106,722 and depreciated over 15 years.
- It is paid for, is fully depreciated and is a District asset.
- In the event of substantial snowfall, the loader is the most efficient means of ensuring safe travel conditions throughout the entire District.
- In the event of substantial multiple snowfall events, the loader is the only means the District has that can clear snowbanks back and keep the roads at maximum width for travel.
- The loader is equipped with a side gate that allows heavy snow to be moved without putting that snow across resident's driveways.
- The loader can also be used in the summer as a front end loader.

Residents in attendance and the entire board stated that since the loader is paid in full and has been fully depreciated and since there will be large storm events in the future, it would be in the best interest of District to keep the loader.

Motion to authorize Manager Reed to respond to Mr. Laughlin's letter. Rice/Seibel 4-0 approved.

8. Discussion and possible action to authorize the District Manager to select an engineer to create: (T-Mark 8)

1. A Preliminary Engineering Report on the need for a second contact chamber.
2. Design drawings for:
 - a) a second contact chamber
 - b) a restroom facility at the treatment plant
 - c) a building enclosure for the auxiliary generator at the water treatment plant.

Motion to authorize the District Manager to select an engineer to create:

1. A Preliminary Engineering Report on the need for a second contact chamber.
2. Design drawings for:
 - a) a second contact chamber
 - b) a restroom facility at the treatment plant
 - c) a building enclosure for the auxiliary generator at the water treatment plant.

Seibel/Fagen 4-0 approved.

9. Discussion and possible action authorize the District Manager to select Farr West Engineering to conduct engineering services for installation of soft starters on the pumps at the Ute Way Booster Station with 50 /50 funding between the District and STPUD Grant through the U.S. Forest Service. (T-Mark 9)

Manager Reed reported that as part of STPUD Grant requirements, the District needed engineering services for installation of soft starters on the pumps at the Ute Way Booster station.

After discussions a motion to authorize the District Manager to select Farr West Engineering to conduct engineering services for installation of soft starters on the pumps at the Ute Way Booster Station with 50 /50 funding between the District and STPUD Grant through the U.S. Forest Service. Rice/Seibel 4-0 approved.

10. Discussion and possible action on the compensation of the District Manager. (T-Mark 10)

Manager Reed reported that a contract was tabled at the March 2015 meeting, pending the results of negotiations between the District and our union employees. At the July meeting, the Board approved a 4% salary increase for all RHGID union employees.

Motion to approve a 4% salary increase for the District Manager retro-active to July 1, 2015. Seibel/Fagen 4-0 approved.

11. Consent Calendar (T-Mark 11)

Motion to approve the consent calendar as presented. Seibel/Rice 4-0 approved.

12. Staff Reports (T-Mark 12)

District staff continues to work with Pinewild to obtain a building permit for the roof modifications at the old sewer lift station. Pinewild has decided on a contractor, and is awaiting their permit from Douglas County.

Operator John Fassmann has returned to work in a full duty capacity with no restrictions.

Manager Reed attended multiple meetings with, and for, the TWSA herbicide subcommittee. The Tahoe Keys Property Owners Association has released their draft integrated weeds management plan. www.keysweedsmanagement.org. Public comments will be taken until September 15th. The subcommittee has delivered comments to the draft plan and we will be responding to the public comments portion of the plan as well. TWSA is still opposed to the introduction of herbicides in Lake Tahoe and we will be entertaining the idea of launching a campaign to keep herbicides out of the lake. The campaign will be similar in nature to the “drink Tahoe Tap” campaign, but should be more comprehensive, complete with web page and a grass roots public outreach. Former Round Hill Board Trustee Steve Teshara is assisting.

Manager Reed met with representatives of the USFS to discuss procedures for moving forward with the permit renewal at our water treatment facility at Round Hill Pines. In order to move forward, the Forest Service needs additional engineering information from the District. It appears that the Forest Service will approve all requested modifications if they receive the necessary documentation (redundant contact tank, fencing, restroom facilities). In addition, we may need to enclose the auxiliary generator in the building.

District water operators removed the pumps at the Pinewild sewer lift station and determined that the impellers at the station need to be replaced. New impellers have been ordered. Upon receipt, the new impellers will be installed to replace the old.

District staff met with representatives of the Bureau of Safe Drinking Water for our annual sanitary survey. The process went well and we are awaiting their formal written response.

District staff filed a small claims action against a Round Hill resident for failing to pay their water and sewer bills. The customer was more than three months past due and the customer has been habitually late. RHGID has taken this customer to small claims court in the past and has had multiple liens against their property. RHGID won judgment against this individual in the last small claims case. Court is scheduled for September 8th.

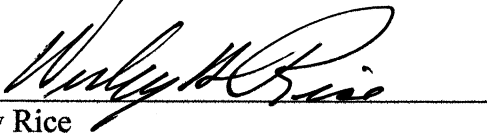
13. Adjournment (T-Mark 13)

Move to adjourn. Fagen/Seibel 4-0 approved.

Attest:



Glen Smith
Chairman



Wesley Rice
Secretary