

**Round Hill General Improvement District
Board of Trustees Meeting Minutes
April 17, 2018**

Tuesday

4:30 pm

1. Meeting Called to Order

Meeting was called to order by Vice Chairman Wes Rice.

2. Pledge of Allegiance

Pledge of Allegiance was led by Vice Chairman Wes Rice.

3. Roll Call

Vice Chairman Wes Rice, Trustees Keith Fertala and Chuck Fagen were present. Trustee Darin Smith was absent. The District Manager John Fassmann and District Counsel Pat Fagan were present. District residents Bruce Steger, Carl Ruschmeyer, Hunter Harris and Janet Murphy were present. Matt Van Dyne and Larissa Chamousis of Farr West Engineering were present.

4. Public Comment

Resident Bruce Steger asked a question regarding a newly posted sign across the street from his house. Vice Chairman Rice stated that the placement of the sign was a County Code. Bruce would need to contact Douglas County to have the issue resolved.

During public comment regarding SB 462, resident Janet Murphy spoke up and advised the board that SB 462 was written quite the opposite of the board's interpretation. Manager Fassmann read the Bill out loud and concurred with what Janet had mentioned. SB 462 applies to District's with annual revenues of "more than" 1 million. Attached is a copy of the SB 462.

5. Approval of Agenda

Motion to approve the agenda as presented. Fagen/Fertala 3-0 approved.

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

Matt Van Dyne reported that he and Manager John Fassmann disagreed with any County adjustments but were instructed by the Board to work with Douglas County to resolve the issues and move the project forward. On May 17th John and Matt Brecke met with Eric the Douglas County Engineer. They went over the 51 item list of plan adjustments. Some items were deleted however, the engineer stated that Castle Rock would still need to comply with the remainder of the adjustments and needed to obtain an SIP permit.

Manager Fassmann reported that Eric stated that District Manager Reed sat in the meetings and was in agreement with the SIP if the project was over 1000 linear feet. He felt that some progress was achieved, still disagreed however, wants to move the project forward.

District Counsel Pat Fagan also disagreed with the opinion of Douglas County and suggested the District challenge the Douglas County request. Pat also wanted to speak with Greg himself to clarify Greg's position of whether or not he agreed with Douglas County. The engineer may have assumed Greg's position on the issue. Castle Rock is private property and their requests are invalid. In allowing Pat to

gather further information, a Special meeting was scheduled for May 8, 2018 at 4:30 pm at the District office.

As the project was supposed to begin May 7, 2018 Matt Brecke spoke with Rapid Construction and they agreed that due to the weather, a June start date would work for them.

7. Discussion and possible action to award a contract for the Castle Rock water main replacement project to the lowest responsible bidder as recommended by Farr West Engineering.

After item # 6 was discussed, Manager Fassmann requested that this item be tabled. A special meeting was set for May 8, 2018 to bring the item back for discussion and possible approval.

8. Discussion and possible action to appoint a new Round Hill General Improvement District Board of Trustee's member to fill the vacancy created by the resignation of Chairman Steve Seibel.

Manager Fassmann reported that a questionnaire and request for resumes were sent to the three applicants and two were received. His letter did state that an applicant could be present and provide their answers to the board at the meeting. Carl Ruschmeyer, Hunter Harris and Janet Murphy came forward and presented their achievements and qualifications.

After discussion, Trustee Fertala stated that he felt all three candidates were excellent however, he expressed that Carl and Janet have an abundance of experience and knowledge in their fields but bringing in a fresh resident to the district would be a benefit.

Chairman Rice stated that he would recuse himself as Janet Murphy was also running against him for the County Commissioners open seat but because only three board members were in attendance, he was required to cast a vote.

Motion was made to appoint Hunter Harris as the new Round Hill General Improvement District Board of Trustee member to fill the vacancy created by the resignation of Chairman Steve Seibel. Fagen/Fertala 3-0 approved.

9. Discussion and possible action to elect RHGID Board of Trustees' officer positions for the remainder of the year 2018.

Motion to elect Vice Chairman Wes Rice as Chairman, Trustee Chuck Fagen as the Vice Chairman, Trustee Keith Fertala will continue as Secretary / Treasurer and Darin Smith and Hunter Harris will continue to participate as Trustee's. Rice/Fertala 4-0 approved.

10. Discussion and possible action to approve 2nd Draft Tentative Budget.

After discussion, motion was made to approve the 2nd draft tentative budget. Fertala/Fagen 4-0 approved.

11. Discussion and possible action to accept the 2017 Water Quality Report and 2018 Newsletter.

The board agreed to the articles Manager Fassmann suggested for the 2018 spring newsletter and results of the 2017 consumer confidence report. Motion to accept the 2017 Water Quality Report and 2018 Newsletter. Fagen/Harris 4-0 approved.

12. Consent Calendar

Motion to approve the consent calendar as presented. Fertala/Fagen 4-0 approved.

13. Staff Reports

Manager Fassmann reported that he received a letter from Richard Gunderson of PDQ 199 NV, LLC. requesting a 'Will Serve' letter located at 199 U.S. Hwy 50 (old Shell station). He responded to the letter

listing the District Service Connection Fees while acknowledging the District has the capacity to serve this property after improvements are completed in accordance with District specifications and inspection. RHGID will not allow the proposed building to be located on top of the storm drain within the District's easement. PDQ engineers are currently drafting the storm drain relocation. Staff is awaiting a response.

- Staff received a notice from Hach Company, a manufacture of analytical instruments that test the quality of water; stating that our Water Treatment Plant Turbidimeters model 1720e will no longer be produced or supported for maintenance and or repair after 2018. RHGID currently has four Hach 1720e turbidimeters that will no longer be supported and will need replacing. Staff has developed a two year replacement plan to purchase and upgrade all four Hach water treatment plant turbidimeters within the next two years.

Manager Fassmann conducted a meeting with Lumos and Associates regarding potential future engineering needs for the District. They discussed their engineering overview process for Capital Improvement Projects, as well as the storm drain relocation project at 199 U.S. Hwy. 50. If PDQ decides not use their own engineering firm for the storm drain relocation project and defer to the District engineer to design the relocation, Lumos and Associates can submit a proposal for the engineering design.

District Counsel submitted a letter to Douglas County Community Development requesting a meeting between District staff along with counsel and Douglas County staff to discuss the requested County adjustments required for the Castle Rock Project in regards to obtaining the County SIP Permit. The District maintains its position that the County is overstepping its authority for a project that should be the authority of the Round Hill General Improvement District.

Manager Fassmann continues contact with R.O. Anderson regarding the district sewer flow meter located at Douglas County Lake Tahoe Sewer Authority (DCLTSA) main pump station. District staff working with DCLTSA have reviewed internal meter data and adjusted some of the measuring configurations which now appear to be operating correctly. Manager Fassmann relayed information to DCLTSA reiterating their need to correlate internal data to correspond with their SCADA system reads. DCLTSA has now responded stating that the RHGID sewer meter is currently 'hanging up' and under registering. RHGID staff is looking into gathering quotes for possible sewer meter replacement.

Manager John Fassmann continues meeting with USFS representative Brian Hansen in regards to the Water Treatment Plant Permit Renewal. John is gathering information requested by USFS pertaining to the official square footage within RHGID proposed security fencing, as well as the proposed alignment of a maintenance road location for future tank maintenance. The proposed area expands RHGID's permit footprint which will become a permanent part of an addition to the renewal permit. The Water Treatment Plant Permit should be finalized in the Spring/Summer season 2018 after the USFS review and approval.

RHGID received an update from the Supreme Court of the State of Nevada regarding communications on private devices or servers that are not categorically exempt from the Nevada Public Records Act. The Court has taken the position that a liberal interpretation should be followed to include; all public books and public records of a governmental entity be open to public inspection. A Governmental entity includes elected or appointed officers, and public records are not limited to records maintained in government offices, but include all records concerning the provision of a public service.

Manager Fassmann spoke with Jerry Frederick of the International Union of Operating Engineers, Stationary Local 39 to discuss CPI adjustment for 2018 for all hourly employees. According to contract the annual CPI adjustment recorded by the Bureau of Labor Statistics, All Urban Consumers (CPI-U), U.S. City Average, All items will be 2.1% effective July 1, 2018.

Field Operations:

District Manager along with Field Crew attended to recent items:

1. Office Generator transfer switch failure. Cashman Equipment will be replacing the faulty transfer switch relay.
2. Conducting monthly NDEP compliance monitoring,
3. Daily building / vehicle / district operation maintenance and safety.
4. 280 Paiute Drive permit request: To trench under District Roadway for installation of South West Gas Service connection. Approved.
5. Constructed steel Sander Hoist for safer storage and maintenance and repair.

No Attorney's Reports.

14. Adjournment

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

Attest:



Wes Rice
Chairman



Keith Fertala
Secretary