

**Round Hill General Improvement District
Board of Trustees Meeting
December 16, 2008**

Tuesday

6:00pm

1. Meeting Called to Order. (Side A/c#01)

Meeting was called to order by Chairman Joe Francoeur.

2. Pledge of Allegiance. (Side A/c#03)

Pledge of Allegiance was led by Chairman Francoeur.

3. Roll Call. (Side A/c#07)

Chairman Joe Francoeur, Vice Chairman Glen Smith, Trustees Wes Rice and Chuck Fagen were present. The District Manager, District Counsel, Secretary, and Engineer were present. Trustee Teshara was absent. Residents Brad Dorton and Michael Carney were also present.

4. Public Comment. (Side A/c#10)

Trustee Fagen asked if the plow operators could push the snow directly in front of the plow itself making a smaller wind row in driveways. Manager Reed explained that the plow blade must be tilted off to the edge of the road or the truck wouldn't be able to push the snow buildup. When the operators use the loader with the gate, they drop the gate to help prevent a berm.

Resident Brad Dorton and Trustee Rice stated that the roads looked great and that the crew had done a great job of plowing through the snow storm.

Trustee Rice reported that there have been several home and vehicle burglaries in the area. He wanted to make everyone aware of this matter and have District personnel post the information in the December newsletter.

5. Approval of Agenda. (Side A/c#91)

Motion to approve the agenda as modified to combine items 7 and 8. Smith/Rice 4-0 approved.

6. Discussion and possible action on the November 4, 2008 election results. (Side A/c#95)

Manager Reed reported that District staff continued to follow up with Douglas County and had drafted and delivered a letter to the Secretary of State, attended the Commissioner's meeting and held a Special Board Meeting. The Commissioners did agree to the re-election process for the District and the County Clerk Treasurer agreed to waive its labor costs associated with the new election.

The sample ballot was received, reviewed and returned as correct to the Douglas County Treasurer. Douglas County Commissioners approved the new election taking place on January 13, 2009 with canvassing of those votes to take place at the Commissioners' meeting on January 15, 2009. This will allow the elected candidates to take the oath of office prior to the District Trustees' meeting on January 20, 2009.

7. Discussion and possible action to abate specific sewer fees for Selective Properties located at 188 Hwy 50. (Side A/c#189)

After approval of item #8 of the minutes a motion was made to approve the abatement of sewer charges for the property located at 188 Hwy 50 in the amount of \$898.64. Smith/Rice 4-0 approved.

8. Discussion and possible approval of sewer charge abatement policy. (Side A/c#155)

Motion to approve the new sewer charge abatement policy and check list into the District's "Trustees Policies Manual". Rice/Smith 4-0 approved.

9. Discussion and possible action to authorize the District manager to enter into an Agreement with VALIC/AIG for the creation of a District 457 (b) Plan for District employees. (Side A/c#212)

After discussion regarding the AIG/VALIC agreement the Board tabled this item for a future Board meeting until District Counsel can further review the agreement.

10. Discussion and possible action to transfer all funds in excess of \$350,000 from the Wells Fargo checking account to Colonial Bank's CDARS program. (Side A/c#301)

Motion to approve transfer of all funds in excess of \$350,000 from the Wells Fargo Checking Account to Colonial Bank's CDARS program. Smith/Fagen 4-0 approved.

11. Discussion and possible action to transfer the Colonial Bank Certificate of Deposit in the amount of \$531,059.16 to Colonial Bank's CDARS program. (Side A/c#401)

Motion to approve transfer of the final CD held at Colonial Bank in the amount of \$531,059.16 to Colonial Bank's CDARS program. Rice/Fagen 4-0 approved.

12. Discussion and possible approval of District-wide policy on plowing private roads in the Round Hill District. (Side A/c#415)

Manager Reed reported that staff had spent a substantial amount of time researching any past information on a policy for the plowing of private roads in the District. There are no written agreements that can be found regarding this matter.

Resident Brad Dorton and past president of the Castle Rock HOA, stated that he and other residents in Castlerock felt they should have the same privileges as the rest of the District regarding snow removal. These residents would have no problem signing hold harmless agreements with the District office.

Motion to approve the attached policy on snow plowing of private roads in the Round Hill District and incorporate into the District's "Trustees Policies Manual". Rice/Smith 4-0 approved.

13. Consent Calendar. (Side A/c#619)

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

14. Staff Reports. (Side A/c#433)

Manager Reed reported that the PUC had adopted and implemented temporary rules related to sewer lateral marking and location. However, the PUC Board went before the legislative counsel and the rules are no longer in affect. District Counsel, Pat Fagan, reported that he had entered an appearance at the Legislative Commission hearing on this matter and the Commission stated that the PUC should withdraw their regulation. Mr. Fagan will continue to monitor the matter and keep the Board up to date.

Gordy Rogers of Young Electric Sign Company contacted Mr. Reed regarding the Round Hill entrance sign. The sign was grandfathered in and is on U.S. Forest Service land. The final approved design has been submitted to the contractor for construction. Manager Reed continues to work with the contractor who will need to obtain approval from TRPA and submit a permit application.

Mr. Reed has also continued to work with Eric Sandel of SA Engineering on the new SCADA system. Eric has started a matrix to be used to determine the eventual preferred vendor and the Request for Proposals for the project.

Manager Reed reported that he had contacted Mukesh Patel, the owner of the property located at 444

Kent Way, regarding the transfer of land between his abutting property and the District's land. Mr. Patel is interested in the property transfer if the District will consider replacing the chain link fence with a wrought iron fence. District staff will pursue estimates for approximately 450 feet of new fencing and bring those estimates back to the Board at a future meeting.

Reed reported that the crew had been mapping all water service locations to record each water service valve in the system. Once complete, the crew will start mapping the main water line valves. The water tanks have been scheduled for cleaning by a dive service and will be complete by the end of December.

Manager Reed has also been working on two new job classifications for District employees and employee evaluations. Three evaluations will be done in January 2008 and the 4th employee will complete his probationary period and be evaluated in March 2009.

District staff has attended the quarterly TWSA meeting, the NTCDD storm water maintenance best practices, a one-day water rights training session in Winnemucca and the Micro-Paver training in Phoenix. Manager Reed filed the Proof of Beneficial Use for the Trend West water rights Permit.

Vice Chairman Smith reported that the Fire Safe Council has completed their work for the season and that there are funds remaining for next year in the amount of \$57,000.


15. Correspondence. (Side B/c#406)

Chairman Francoeur responded to a letter received by the District from Adele Basham with the State of Nevada Environmental Division regarding RHGID's application form for the new Zone I and Zone II tanks; rehabilitation of the clearwell and additional storage tank at the water treatment plant. Ms. Basham's letter stated that RHGID had approximately \$3 million dollars in unrestricted cash in savings. Chairman Francoeur stated that this amount was not correct. He requested that Manager Reed break down the beginning and ending balances for each of the District's funds and report back to Ms. Basham. He stated that the funds being held by the District were specifically for existing infrastructure and not designated for water tank replacement.


16. Adjournment. (Side B/c#498)

Move to adjourn made by Trustee Fagen.

Attest:



Joe Francoeur
Chairman



Glen Smith
Vice Chairman