

**Round Hill General Improvement District
Board of Trustees Meeting
August 16, 2011**

Tuesday

6:00pm

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

Meeting was called to order by Chairman Glen Smith.

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

Pledge of Allegiance was led by Chairman Glen Smith.

3. Roll Call. (Side A/c#5)

Chairman Glen Smith and Trustees Chuck Fagen & Steve Seibel were present. Vice Chairman Steve Teshara and Trustee Wesley Rice were absent. The District Manager and Administrative Assistant were present. Jen Mahe of Allison MacKenzie participated as District Counsel for Pat Fagan. Residents Dan and Alice Wilkinson were present.

4. Public Comment. (Side A/c#5)

None.

5. Approval of Agenda. (Side A/c#7)

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

6. Discussion and possible action to authorize the District Manager to negotiate and enter into change order agreements with Paso Robles Tank in a total amount not to exceed 10% of the cost of the project. (Side A/c#10)

Motion to approve the District Manager to negotiate and enter into change order agreements with Paso Robles Tank. The total of all change orders shall not exceed 10% of the project cost. Fagen/Seibel 3-0 approved.

7. Discussion and possible action to authorize the District Manager to purchase three new pumps to replace the office booster pumps. Side A/c#127)

The office booster pumps were included as part of the Tank construction project. Manager Reed obtained four quotes for replacement pumps and motors. American Turbine was the lowest bidder at \$20,805.

The District will purchase the pumps and the contractor will complete the installation. Motion to authorize the District manager to purchase three new pumps and motors from American Turbine to replace the office booster pumps and motors. Seibel/Fagen 3-0 approved.

8. Discussion and possible approval of abandonment and easement draft language to submit to the Pinewild HOA for their review and approval. (Side A/c#198)

District Counsel Jen Mahe, has drafted abandonment and easement language for the transfer at Pinewild of the old sewer lift station. The abandonment agreement relinquishes the District's responsibility in the old lift station and the easement language gives the District documented legal access to our existing facilities within Pinewild boundaries.

Motion to approve submission of abandonment and easement draft language to the Pinewild HOA for their review and approval. Fagen/Seibel 3-0 approved.

9. Consent Calendar. (Side A /c#256)

Motion to approve the Minutes of July 19, 2011 as amended. Seibel/Fagen 3-0 approved.

Motion to approve the balance of the consent calendar as presented. Seibel/Fagen 3-0 approved.

10. Staff Reports. (Side A/c#364)

District staff has prepared a first draw request for the SRF loan. The loan was scheduled to close on August 19. Prior to closing, the District was required to request a first draw. The first draw was approved prior to submission. The first draw will consist of a request to reimburse the District for all eligible expenses to date, approximately \$69,000. (The loan closed as scheduled).

District staff met with representatives of A to Z Insurance to discuss the District's potential liability due to the location of a sewer manhole at Round Hill Pines Resort. A claim has been filed against the District and the District's insurance carrier is reviewing the District's potential culpability. If the District is found liable, we will engineer a solution at the manhole that will prevent future incidents of this nature.

District staff met with representatives from Farr West Engineering to discuss final recommendations on billing practices associated with the recent approved rate adjustments. Farr West has presented District staff with a draft analysis of commercial rate and connection fee comparisons. Once complete, the analysis will be presented to the Board as requested.

District staff coordinated the development and delivery to the State of the annual indebtedness report, debt management report and five-year Capital Improvement Plan.

District staff coordinated the annual audit and prepared the Management's Discussion and Analysis portion of the audit. The audit has gone well to date. District staff is not aware of any major discrepancies. Some minor recommendations are likely to come out of the audit, some of which have already been implemented by District staff.

District staff met with representatives of George T. Hall to discuss trouble shooting and possible modifications to the SCADA system to alleviate communications problems. They are currently attempting to solve programming problems with the SCADA system.

No attorney's report.

Chairman Smith reported that he had no new information regarding the Fire Safe Chapter receiving funding but will be inquiring about next years funding. Nevada Tahoe Conservation District has received contracts from Douglas County to help manage a TMDL co-operative. Mahmood Azaad retired from Douglas County and has been hired by the (NTCD) Nevada Tahoe Conservation District to help manage the TMDL study on the Nevada side.


11. Correspondence. (Side B/c#164)

No discussion.

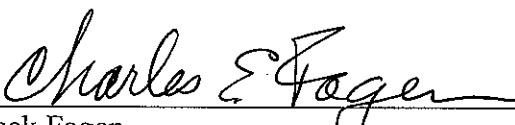
12. Adjournment. (Side B/c#245)

Motion to adjourn. Fagen/Seibel 3-0 approved.

Attest:



Glen Smith
Chairman



Chuck Fagen
Trustee