

**Round Hill General Improvement District  
Board of Trustees Meeting  
April 17, 2012**

**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#6)**

Chairman Glen Smith, Vice Chairman Steve Teshara, Trustees Wesley Rice, Chuck Fagen and Steve Seibel were present. The District Manager and District Counsel were present.

**4. Public Comment. (Side A/c#8)**

None.

**5. Approval of Agenda. (Side A/c#10)**

Motion to approve the agenda as presented. Rice/Fagen 5-0 approved.

**6. Discussion and possible approval of the draft 2011 Water Quality Report. (Side A/c#15)**

After discussion and some requested modifications to the draft a motion to approve the 2011 Water Quality Report. Teshara/ Seibel 5-0 approved.

**7. Discussion and possible action on the evaluation of the District Manager, Greg Reed. (Side A/c#250)**

Chairman Smith reported that he delivered evaluation forms to each Trustee. Each of the Trustees' reported their findings from the evaluation form. The general consensus of the board was that Manager Reed's performance was above average on every aspect.

Trustee Fagen stated that future goals need to include learning to work with Construction Contractors with the understanding that in the future when a project is not completed on time, the District would receive the contracted penalty fees.

Trustee Rice requested that during the months of construction, that Manager Reed refrain from taking his vacation however, family is more important and understood why he was not in town during the construction project.

Members unanimously concurred that since a wage freeze was imposed on District employees and Board Members for the next two years, the same freeze would apply to the District Manager. No action was taken on this item.

**8. Consent Calendar. (Side B/c#237)**

Motion to approve the minutes with modifications. Rice/Seibel 5-0 approved.

Motion to approve the remainder of the consent calendar as presented. Teshara/Fagen 5-0 approved.

**9. Staff Reports. (Side B/c#394)**

George T. Hall (GTH) had two representatives at the District for the entire week of February 13 – 17 and one representative during the week of February 21 – 24 to correct SCADA deficiencies. The technicians did a

great job and the system is now communicating via the radios. Recently, we have had two communications failures. GTH is working on troubleshooting and repairing those problems. As of this writing, the issues identified above seem to have been corrected.

District staff continues to work with Douglas County and other local governmental agencies within Douglas County to create a standardized set of construction project details. In conjunction with the development of standard details, the group is also developing an encroachment permit process that will leave the permit procurement process with Douglas County; with a payment disbursement to the applicable governmental entity (GID).

District staff worked with Alling & Jillson, attorneys for the Sierra Sunset property to relocate an easement over our sewer main on their property. The Sierra Sunset property has been divided into three parcels and one parcel has been sold. During the process of dividing the property, it was determined that the District and Sierra Sunset never recorded a new easement after the sewer line was relocated in 1996. The process with the sale of the parcel and the work with Alling and Jillson relocated the legal description of the easement to coincide with the actual current location of the District's sewer line. District legal counsel reviewed the easement language prior to acceptance by the District.

District staff attended the annual Nevada Rural Water Associations' conference in Reno. The annual conference is an opportunity for earning training contact hours required for Operators' license renewals.

District staff has been working with Nevada State Bank (NSB) to change our banking services over from Wells Fargo. To date, the NSB contract has been signed, the account has been opened and the process is underway to convert the District's lock box services to NSB. New checks have arrived and return mailing envelopes with the new lock box information have been ordered.

District staff met with representatives of A to Z Insurance to discuss the development of budget insurance rates for the coming fiscal year. A to Z recommends carrying a three to three and a half percent increase across all insurance lines for the 2012 / 2013 fiscal year. We have included these increases in the draft 2012 / 2013 budget.

District staff attended the Storm Water Load Reduction Plan kick off meeting. Attendees at the meeting consisted of TMDL regulators and other interested stakeholders. RHGID expressed concerns that the date of the 10% reduction compliance threshold is 2016 and the baseline load will not be determined until 2014, thereby leaving very little time to implement necessary improvements to ensure compliance. Based on this meeting, it appears that NDEP will be signing Memoranda of Understanding with three entities; Douglas County, Washoe County and NDOT. Therefore, RHGID will fall under Douglas County's agreement and will not have to sign an agreement on its own.

District staff attended a meeting with area regulators on behalf of TWSA to discuss the development of a commercial crayfish harvesting permit process. The crayfish in Lake Tahoe is an invasive species. As such, the regulatory agencies are supportive of any opportunity to control / eradicate the population. TWSA desired to be involved in the process to ensure that no fishing operations were conducted near water intakes. TWSA's desires will be included in the process by creating exclusion zones where crayfish trapping will not be allowed.

District staff responded to a letter from several McFaul Court residents that desire to have the light at the end of the cul-de-sac removed. Discussions with NV Energy ensued and the light in question was replaced with a new dark sky compliant fixture. A report from a resident on McFaul Court indicates that the new lighting is less problematic than the old light; however, he would still like to see it removed. At least one resident on McFaul Court is not in favor of removing the light. Representatives from NV Energy will be at the May Board meeting to discuss NV Energy policies and procedures regarding street lights. Immediately following that presentation, per the request stated in the aforementioned letter, a discussion of possibly turning the light off will be heard.

District staff commenced work on the draft 2011 Water Quality Report and 2012 spring Newsletter. Once approved by the Board, the draft will be presented to Highmark Designs for formatting and delivered to the printers. Staff intends to deliver the finished product before the May Board meeting.

District staff submitted a scope of work and schedule for our \$12,532 share of the 2012 U.S.F.S. Fire Protection Partnership 50 / 50 matching grant for water system improvements that will enhance fire-fighting capabilities. RHGID will use the money to continue the work on the new 500,000 gallon water storage tank located at the District's office site.

District staff submitted the 2012 / 2013 draft budget to Kohn-Colodny to have the budget formatted as required for submission to the State Treasurer's office. Potential approval of that draft budget will be on the May 2012 agenda.

The Nevada DEP had initiated new chlorine monitoring requirements. District staff will be attending upcoming training sessions to become familiar with and ensure our compliance with the new requirements.

The 2012 – 2015 labor contract approved by the Board at its March 2012 meeting has been signed and submitted to the union for their signatures. The new contract will take effect on July 1, 2012.

Midkiff and Associates followed up with the TRPA on how to proceed with the transfer of the old sewer lift station from RHGID to the Pinewild Homeowners' Association. Midkiff's letter outlining the preferred procedures has been forwarded to Pinewild for consideration. District staff will continue to pursue the transfer of the building in exchange for access and utility easements.

**10. Discussion and possible action on a motion to move to a closed meeting pursuant to NRS 288.220 (1) and NRS 241.020 (1) to conduct negotiations and informal discussions with the District Manager, Greg Reed. (Side C/c#21)**


Motion to move to a closed meeting pursuant to NRS 288.220 (1) to conduct negotiations and informal discussions with the District Manager, Greg Reed. Teshara/Seibel 4-0 approved.

**11. Discussion and possible action to modify the contract of the District Manager, Greg Reed. (Side C/c#21)**

**12. Adjournment. (Side C/c#21)**

Move to adjourn. Teshara/Seibel 5-0 approved.

Attest:

  
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Glen Smith  
Chairman

  
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Steve Teshara  
Vice Chairman