

**Round Hill General Improvement District  
Board of Trustees Meeting  
August 20, 2013**

**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, District Counsel and Administrative Assistant were present.

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

None

**5. Approval of Agenda. (Side A/c#25)**

Motion to approve the agenda. Teshara/Rice 5-0 approved.

**6. Discussion and possible action on a request from a Round Hill resident regarding disconnection notification procedures. (Side A/c#28)**

Manager Reed explained the District's procedure for disconnection notification and District Counsel stated that the process was completely legal with regard to NRS 318 statutes.

After discussions, Manager Reed stated that District staff would return to the residence four days after a notice was posted. If the notice is still on the door, it would be removed and a certified letter will be mailed to the homeowner. No action was taken on this item.

**7. Discussion and possible action on the installation of a manual transfer switch for auxiliary power at the Pinewild sewer lift station. (Side A/c#208)**

After discussions, a motion was made to approve the installation of a manual transfer switch for auxiliary power at the Pinewild sewer lift station at a cost not to exceed \$6,838.00. Rice/Fagen 5-0 approved.

**8. Discussion and possible action to approve a draft newsletter to be delivered to RHGID homeowners regarding the possible implementation of an ad valorem tax within the District for the 2014 / 2015 budget year. (Side A/c#318)**

Motion to approve a draft newsletter to be delivered with the August 23, 2013 billing to RHGID homeowners regarding the possible implementation of an ad valorem tax within the District for the 2014 / 2015 budget year as amended. Seibel/Rice 5-0 approved.

**9. Consent Calendar. (Side A/c#550)**

Motion to approve the consent calendar as amended. Teshara/Fagen 5-0 approved.

**10. Staff Reports. (Side B/c#1)**

Manager Reed reported that area Managers met to discuss Douglas County's and area District's right with regard to rights of way. Area Managers would like to meet with Counsel to discuss the differences in opinions and to create a common legal approach moving forward with the County.

RHGID's Worker's Compensation Experience Mod for December 2013 was established as 0.89. The industry standard is 1.00. A number less than 1.00 indicates that we are doing better than the industry standard. Last years' Experience Mod was 0.93. The Experience Mod is used to calculate the Worker's Compensation insurance rates. RHGID employees continue to work in a safe and effective manner.

The paving project continues to progress. A & K has been cooperative with accepting additional work from the District and from District residents. During the surface preparation, there were no areas of wet soils identified, and therefore, no need for over-excavation. Therefore, some additional swale work was completed on Elks Point Rd. Initially, there were problems achieving the required compaction on the first 2" lift of asphalt. A&K then changed asphalt vendors and mix design and were able to achieve the desired compaction. However, the search for a solution delayed the completion of the paving from the week of August 5<sup>th</sup> to the week of August 12<sup>th</sup>. RHGID purchased new water valve boxes, survey monuments and sewer manhole covers to replace damaged items that were removed by the contractor in preparation for paving.

Manager Reed met with representatives from Farr West Engineering to discuss the newly updated sewer GIS mapping. All of the camera and video work conducted by Summit Plumbing in 2012 and 2013 has been incorporated into the District's GIS.

District staff accompanied NDEP staff on the annual sanitary survey. We are currently conducting research to formulate a response to NDEP on their findings of that survey.

Representatives of the Round Hill Mall met with Manager Reed to discuss installation of water meters on their two satellite buildings. They are developing a scope of work and budget to implement the meter installations.

The warranty inspection on the new tank has been completed. Overall, the tank coatings were in good condition. There were several localized corrosion spots inside the tank that needed to be corrected. There were also several areas on the top of the tank where the top coat had peeled away from the bottom coat that also needed to be corrected.

RHGID signed a contract with Farr West Engineering to provide engineering design services for the replacement of the upper concrete tank. Previously, the Board approved initiating a contract with Farr West pending approval by the Forest Service of the eligibility of the project for grant funding. RHGID has received approval from the Forest Service for this project for an anticipated \$10,652 in grant funding.

Manager Reed attended small claims court on August 20<sup>th</sup> in hopes of securing a judgment to collect past due revenues from the accounts at 487 A, B and C McFaul Way. The homeowner of this property did not show up in court therefore, a judgement was granted to RHGID in the amount of \$6,376.01.

The annual audit began on August 20<sup>th</sup>. RHGID has received the GASB unfunded liability calculation from Bickmore to incorporate into the audit. Changing insurance providers away from PEBP will not relieve the District from the requirements to provide insurance to retirees.

The 2007 Chevrolet pickup was traded in for a new 2013 Toyota Tacoma to be used as the on-call vehicle.

R.O. Anderson continues to pursue the application of water rights with the state and continues to pursue a change order with K.G. Walters to install the sewer meter at DCSID's Elks Point lift station.

The request to close the SRF loan for the 500,000 gallon office water storage tank was submitted to NDEP.

District counsel provided the attached legal research exploring the District's authority to gate District roads and create a gated community.

**11. Discussion and possible action on a motion to move to a closed meeting pursuant to NRS 241.015(2)(b)(2) to receive information from District Counsel regarding potential or existing litigation and to deliberate toward a decision on the matter, or both. (Side B/c#310)**

Motion to move to closed session. Teshara/Seibel 5-0 approved.

**12. Discussion and possible action to authorize the District Manager to proceed toward a resolution of potential litigation with Paso Robles Tank. (Side B/c#460)**

Manager Reed reported that the check issued to Paso Robles Tank in the amount of \$29,000 as "Full and Final Payment of Disputed Amounts Retained" was cashed by Paso Robles Tank. The Board considered this issue closed. Seibel/Fagen 5-0 approved.

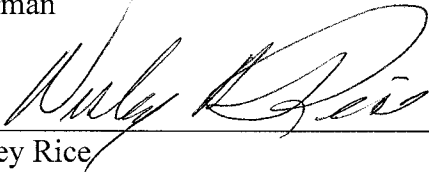
**13. Adjournment. (Side B/c#508)**

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

Attest:



Glen Smith  
Chairman



Wesley Rice  
Secretary