

**Round Hill General Improvement District  
Board of Trustees Public Hearing Minutes  
December 17, 2019**

**Tuesday**

**7:00 pm**

**1. Meeting Called to Order**

Meeting was called to order by Chairman Wes Rice.

**2. Pledge of Allegiance**

Pledge of Allegiance was led by Chairman Wes Rice.

**3. Roll Call**

Chairman Wes Rice, Trustees Hunter Harris, Darin Smith and Keith Fertala were present. Vice Chairman Chuck Fagen was absent. District Manager Andrew Hickman, Administrative Assistant Patti Page and District Counsel Justin Townsend were present. District Auditor Beth Farley of Eide Bailly was present.

**4. Public Comment**

None

**5. Approval of Agenda**

Motion to approve the agenda as presented. Fertala/Harris 4-0 approved.

**6. Presentation of the 2018 / 2019 Audit Report by Beth Farley of Eide Bailly and acceptance and adoption of the current year recommendations.**

After presentation and discussion a motion was made to accept and adopt the current year recommendations. Harris/ Fertala 4-0 approved.

**7. Discussion and possible action regarding recent and potential meter reading component upgrades.**

Manager Hickman reported that an upgrade to our meter reading equipment was needed due to 'end of support' for hardware/software for our handheld collection unit.

He explained that our distributor erred and did not realize other components would need to be upgraded as well. What we lack now is the ability to pair our "drive-by" radio collection unit to our new handheld "walk-by" collection unit.

Purchasing a new "drive-by" radio collection unit would make all of the new equipment compatible and meet the necessary requirements for the district. This new component had been quoted at \$8,900.00 plus \$840.00 for the "drive-by" software for up to 2500 endpoints (meters to be read).

Manager Hickman offered three options for the purchase:

1. Wait until next budget cycle to make purchase.
2. Use contingency funds to cover any funds not available on this line item.
3. Consider budget augmentation.

After discussions, Trustee Smith stated that this purchase was inevitable, therefore now rather than later would be the time to make the purchase.

Motion was made to purchase the new component at a cost of \$8,900.00 plus \$840.00 for the “drive-by” software using a budget augmentation. Smith/Harris 4-0 approved.

**8. Discussion and possible approval of additional funding to cover costs of temporary meter deployment (approximately \$5,500.00 from sewer Fund) regarding temporary sewer meter re-deployment to assess accuracy of flow measurement.**

Manager Hickman reported that the discrepancy still exists between the LaserFlow meter and data collected from prior deployments. This re-deployment will help prove the discrepancy and will bring us closer to resolving the ongoing issue with flow measurement.

Motion to approve additional funding to cover costs of temporary meter deployment (approximately \$5,500.00 from sewer Fund) regarding temporary sewer meter re-deployment to assess accuracy of flow measurement. Fertala/Harris 4-0 approved.

**9. Discussion and possible approval regarding continuance of agreement to provide Elks Point Country Club with water in emergency circumstances at the District’s current (updated) rates.**

This item was tabled until the January 2020 meeting.

**10. Discussion and possible action to approve an augmentation of the District’s 2019 / 2020 Budget in an amount of \$8,000 to allow for the purchase of meter reading collection components.**

After discussion of item #7, a motion was made on this item#10 to approve an augmentation of the District’s 2019 / 2020 Budget in an amount of \$8,000 to allow for the purchase of meter reading collection components. Harris/Smith 4-0 approved.

**11. Discussion and possible action to approve Resolution #316 augmenting the water fund in the amount of \$40,000 for the purchase of a chlorine generation system.**

Manager Hickman stated that the purchase of the chlorine generation system and augmentation to the budget was approved at the September board meeting. This resolution is the final step in the process.

Motion to approve Resolution #316 augmenting the water fund in the amount of \$40,000 for the purchase of a chlorine generation system. Fertala/Harris 4-0 approved.

**12. Discussion and possible action to approve an augmentation of the District’s 2019 / 2020 budget water & sewer funds in the amount of \$4,000 each for the purchase of meter reading collection components. And, to approve Resolution # 317 for said augmentation.**

After discussion of item #7 and item #10, a motion was made on this item#12 to approve an augmentation of the District’s 2019 / 2020 budget water & sewer funds in the amount of \$4,000 each for the purchase of meter reading collection components. Harris/Fertala 4-0 approved.

**13. Consent Calendar**

Motion was made to approve the consent calendar as presented. Smith/Harris 4-0 approved.

**14. Staff Reports**

Manager Hickman attended the Douglas County Lake Tahoe Sewer Authority Board Meetings, the Douglas County GID GM Meeting and The Tahoe Water Suppliers Association Board Meeting.

Staff continues to pursue the flow totals issue. This will be an ongoing process. The latest data shows a near 70% discrepancy from what the temporary meters are collecting and what the LaserFlow meter is reading for combined flows between RHGID and TDD. The LaserFlow meter at the DCLTSA lift station is where DCLTSA gets their readings. The current data (from temporary meters) shows that RHGID has

flows that are approximately 30%-40% of TDD's flows. This is well under the 80% reported when this process began.

Our next step is to work with TDD to have the line flushed and video recorded to provide proof of no rogue contribution lines and no infiltration & intrusion. As of 12/10/19, the common line from Hwy 50 to the DCLTSA lift station has been cleaned and inspected by camera. No evidence of any rogue contributors or infiltration & intrusion were discovered.

After that has been confirmed, we will be considering consultation for calibrating the LaserFlow meter. Avoiding similar issues in the future could be achieved by having RHGID's flows metered separately.

TWSA distributed their annual report on December 1<sup>st</sup>. RHGID continues to be at the forefront of water quality in the Lake Tahoe basin. This report is available at the RHGID office, or in digital form.

The Tahoe Keys Association began treatment techniques throughout the Keys and Keys Marina areas. Several methods are being employed.

Sierra Nevada Excavation has replaced valves throughout the PineWild HOA complex, along with service lines to each individual unit within each building. During this project, NV Energy also contracted Sierra Nevada Excavation to do some work with electrical lines, so it took all of the underground construction season for this project to be completed. Once we receive "as built" plans from Lumos & Associates, this project will be finalized.

Eide Bailly has completed their audit of RHGID's financials for 2018-2019. Beth Farley's presentation at this meeting is the final step prior to filing with the State Department of Taxation.

The District had 3 CD's mature in November, and 1 on Dec. 5<sup>th</sup>. New CD's were purchased from:  
JPMorgan Chase @ 1.9% for 3 years  
Wells Fargo @2.2% for 5 years  
Goldman Sachs @ 2.1% for 5 years  
BMO Harris @ 2.05% for 5 years  
CD's earned \$25,906.68 last month (November)

We have included our WF Money Market Account on our cash positions sheet. This account is built from interest earned on our investments.

Worker's Compensation Insurance renewal quote came in at \$5,684. Last year we paid \$8,018. That's a savings of \$2,334.

As stated in Eide Bailly's Audit, our total net position increased by \$996,026, and our capital assets increased \$483,788 for the 2018-2019 fiscal year.

This project is now in design phase, with process and instrumentation drawings being finalized to send to Farr West Engineering for stamped approval. After that, we will submit to NDEP for permitting. Anticipated project completion is prior to April 1 with the unit installed and calibrated.

The first significant storm of this season was handled by our newest team member and based on responses we received; he did a fantastic job. Great job, Willie!

PDQ Companies sent a representative to RHGID on Dec. 12<sup>th</sup>. They are hoping to break ground on a convenience store and car wash in the Safeway parking lot by May 1<sup>st</sup>, 2020.

As a reminder: Financial Disclosure Statements are due from all Board Members by January 15<sup>th</sup>, 2020

No Attorney's Reports.

**15. Adjournment**

Move to adjourn. Smith/Harris 4-0 approved.

Attest:



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Wes Rice  
Chairman



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Keith Fertala  
Secretary