

ROUND HILL GENERAL IMPROVEMENT DISTRICT

**BOARD OF TRUSTEES
REGULAR MEETING MINUTES
LOCATION: VIDEO / TELECONFERENCE
April 20, 2021**

Tuesday

4:30 pm

Round Hill GID is actively monitoring and managing the COVID-19 level of risk in our community by closing our office to the public to minimize contact among individuals and to slow the spread of COVID-19. The RHGID Board of Trustees will be conducting its monthly meeting remotely to reduce social gatherings and interpersonal contact. In adherence to the Governor's Declaration of Emergency and Directive 006 on public meetings, there will be no physical location designated for this meeting.

The public will be able to participate in the Zoom Meeting with Meeting ID: 634 389 0648 using Passcode: 6zWUu0 or by teleconference at (669) 900-9128 with Meeting ID: 634 389 0648 and use Passcode: 350262.

Public comment will be accepted up to 24 hours prior to the Board meeting through either mailing in comments to the RHGID office, or by emailing comments to info@rhgid.org.

1. Meeting Called to Order

Meeting was called to order by Chairman Keith Fertala.

2. Pledge of Allegiance

Pledge of Allegiance was led by Trustee Hunter Harris.

3. Roll Call

Via Zoom - Chairman Keith Fertala, Vice Chairman Chuck Fagen and Trustees Hunter Harris and Gregg Rossi were present. Trustee Darin Smith was absent. District Manager Andrew Hickman, Administrative Assistant Patti Page, District Counsel Justin Townsend were present.

4. Public Comment

None.

5. Approval of Agenda

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

6. Discussion and possible action to approve the 2020 / 2021 Tentative budget as amended.

Manager Hickman presented the Board with changes from the March meeting and updates from the Department of Taxation. Motion to approve the Tentative budget as amended.
Harris/Rossi 4-0 approved.

7. Discussion and possible action on a request from PineWild Condominium HOA to waive a late fee in the amount of \$1,920.05 from October 2020.

Manager Hickman reported that there were 2 other instances in 2019 of late payments that were waived. He requested the Board of Trustees deny the request as traditionally, and regarding all other accounts, late fees are waived as a “one time courtesy”.

After discussion, motion was made to deny the request from PineWild Condominium HOA to waive a late fee in the amount of \$1,920.05 from October 2020. Fagen/Rossi 4-0 approved.

8. Discussion and possible action to approve an employee health benefits plan for the period of 8-1-2021 to 7-30-2022.

Manager Hickman stated that again this year, all health care plans were only being offered on a year to year basis.

After reviewing all options provided, the consensus among employees was to choose option #8; Anthem PPO Silver 4500/0/4600 as it was the closest plan to last years and again, provided a savings to the District.

Motion to approve the Anthem PPO Silver 4500/0/4600 health benefits plan for the period of August 1, 2021 to July 30, 2022. Rossi/Fagen 4-0 approved.

9. Discussion and possible action to authorize the District Manager to transfer funds from matured CD's in the amount of \$293,000 from Wells Fargo to the Local Government Investment Pool (LGIP).

As the financial trend continues this year and after consulting with our Wells Fargo advisor and doing some of our own research, the best available rate for current CD's is 0.1% for 1 year.

Manager Hickman stated that he felt the District would be in a better position if we once again, transfer these funds to the LGIP, where the rate was 0.27% as of February 1. The funds in the LGIP remain liquid.

Motion to approve the transfer of funds from matured CD's in the amount of \$293,000 from Wells Fargo to the Local Government Investment Pool (LGIP). Rossi/Fagen 4-0 approved.

10. Consent Calendar

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

11. Staff Reports

Manager Hickman listened in to the Douglas County Board of County Commissioners – BOCC to vote on “opening up” Douglas County on April 15th.

The District Sewer Meter Project Pre-construction meeting was scheduled for April 22nd with the District Manager, Farr West Engineering and Sierra Nevada Excavation (contractor).

District Counsel Justin Townsend stated that the easement had been approved and would soon be delivered to Manager Hickman at the district office. Work is scheduled to begin May 3, 2021.

On April 1st and 2nd, Summit plumbing employed fiberglass and resin repairs (cast in place piping) to eradicate 3 different infiltration points between the Sierra Sunset residence and our sewer lift station at PineWild. These repairs were successful and lowered our flows to the sewer lift station (only in that area; not the whole district) from an average of 25k gallons or more per day to roughly 15k gallons per day. On March 24th and again on March 28th, the Programmable Logic Controller (PLC) at the PineWild

sewer lift station lost communications with our SCADA system. The first event was solved by replacing a blown fuse. The second event revealed that the PLC controller itself had met a sudden demise. We found a replacement in New Jersey and had the part overnighted. We replaced the part and found that our SCADA programmers need to program a specific IP address into the unit. This resulted in 2 nights with one operator monitoring our sewer pumps to ensure proper operation.

Water Operator Adam Day was approached by one of our residents and was asked to come by his residence after work hours to evaluate a tree issue at the property owner's residence. Adam asked me if this was okay. I stated that any work done within the district is a conflict of interest. The homeowner called the office and I explained to him why Adam couldn't do any work for him. He expressed his disagreement and ended the call. Adam saw this same resident while dropping off a water sample at KGID and the homeowner again (in front of KGID office staff) expressed his disagreement with my decision loud enough to make KGID personnel uncomfortable and stated he was going to surprise the District Manager at the next Board meeting and ask for the Policy in writing. This is an unedited "copy and paste" of Personnel Policy 2.11:

"2.11 Outside Employment. Employees will not engage in any other employment, activity, or enterprise that is incompatible or in conflict with their duties, functions and responsibilities at the District. For purposes of guidance, no employee will accept outside employment with duties that would interfere or prohibit the employees leaving for emergency, special assignment, or overtime requirements in conjunction with duties at the District.

To avoid conflicts between employees and outside vendors, contractors, professional service organizations, etc., employees will not engage in any work outside the District which the utility will ultimately provide service to, own or inspect."

There were no residents in attendance at this meeting.

12. Adjournment

Move to adjourn. Rossi/Fagen 4-0 approved.

Attest:



Keith Fertala
Chairman



Hunter Harris
Secretary