

**Round Hill General Improvement District  
Board of Trustees Minutes  
December 17, 2024**

Tuesday

4:30 pm

**1. Meeting Called to Order**

Meeting was called to order by Vice Chairman Darin Smith @ 4:30 pm.

**2. Pledge of Allegiance**

Pledge of Allegiance was led by Chairman Keith Fertala.

**3. Roll Call**

Chairman Keith Fertala, Vice Chairman Darin Smith, and Secretary Treasurer Hunter Harris, Trustees Gregg Rossi and Josh Buck were present. General Manager Brandon Garden, Admin. Assistant Patti Page and District Counsel Kyle Winter were present. Suzanne Olsen of Casey Neilon Accounting and Andrew Ward from Sierra Controls were present.

**4. Public Comment**

None

**5. Approval of Agenda**

Motion to approve the agenda as presented. Buck/Fertala 5-0 approved.

**6. Discussion and possible action to receive Audit Report and Accept the FY 2024 Financial Statements by Suzanne Olsen of Casey Neilon.**

Suzanne presented the Audit and stated that the absence of an accountant on staff caused the audit to take a lot more time than expected. She suggested that the District could perhaps hire an accountant to come in on a quarterly basis to review and advise staff regarding accounting practices to help with the auditing moving forward.

There were no substantial findings and both Casey Neilon and the District's staff worked well together.

Motion to accept the FY 2024 Financial Statements as presented. Fertala/Rossi 5-0 approved.

**7. Discussion and possible action to accept the SCADA Master Plan from Sierra Controls.**

Andrew Ward gave a presentation of the proposed master plan. After discussions, motion was made to accept the SCADA Master Plan from Sierra Controls as presented. Buck/Harris 5-0 approved.

**8. Discussion and possible action to enter into an employment contract with General Manager, Brandon Garden.**

At the November meeting, the board suggested a couple changes be made to the contract as written. District Counsel and General Manager worked together to include the suggested modifications.

After discussion, motion was made to enter into an employment contract with the General Manager, Brandon Garden as presented. Harris/Buck 5-0 approved.

**9. Consent Calendar**

Motion to approve the consent calendar as presented. Rossi/Fertala 5-0 approved.

**10. Staff Reports**

The fourth quarter meeting of the Tahoe Water Suppliers Association was held on December 4<sup>th</sup>. There was discussion on the removal of the AT&T lead line in the lake. This line has been removed and there were no turbidity events noticed by any of the association members.

The Tahoe Water for Fire Suppression Partnership met on December 11, 2024, to review project proposals, rank and rate proposals. My participation in this meeting was due to applying for grant funding for multiple projects in our district. The Kent Way water main and fire hydrant installation project scored well but I do not think it scored enough points for funding. The largest limiting factor for these federal grants is the lack of having any areas in our district that are “disadvantaged communities”. Projects receiving 50/50 match funding will be announced next year.

Yearly reminder that financial disclosures must be submitted by all trustees to the Secretary of State office. I continue working on the SRF loan application to identify the concrete tank at the office as a critical replacement. Conversations and emails with Sierra Controls related to the SCADA Master Plan. Water right renewals are in process. Moreton Capital has purchased 3 treasuries on behalf of the district.

A letter sent to the trustees in October contained a public information request. Per Nevada state law, the district had 30 working days to provide the information. The requested information was sent via certified mail to the requesting party within the required time limit. The requested information was returned to the district because it was not picked up by the requesting party. We will keep the information in our files for future reference.

Personnel evaluations are underway. Evaluation outcomes will be presented to employees during the first week of January.

DCLTSA is coordinating with their integrator to complete the installation of hardware for the Sewer Meter to communicate with their system.

Our newest employee Roland Howe participated in water operator training in Ely, NV. This training was provided free of charge. Expenses incurred by the district were for travel and lodging. William Pinella, Jake Teschner, and I attended compliance review training. This was free training and provided attendees with the needed Continuing Education Units for certification renewals.

We have received positive comments related to the seasonal lighting installed around the Round Hill sign.

No attorneys report.

**11. Final Public Comment**

None

**12. Adjournment**

Move to adjourn 5:30 pm. Fertala/Harris 5-0 approved.

Attest:



Keith Fertala  
Chairman



Hunter Harris  
Secretary