

**Round Hill General Improvement District  
Board of Trustees Meeting  
February 16, 2010**

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#4)**

Pledge of Allegiance was led by Chairman Smith.

**3. Roll Call. (Side A/c#7)**

Chairman Glen Smith, Vice Chairman Steve Teshara, Trustees Chuck Fagen, Steve Seibel and Wes Rice were present. The District Manager, Administrative Assistant and District Counsel were present. Robert Anderson and Jeremy Hutchings of R.O. Anderson were present.

**4. Public Comment. (Side A/c#9)**

None.

**5. Approval of Agenda. (Side A/c#16)**

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

**6. Discussion and possible action to accept the Comprehensive Road Maintenance Plan presented by R.O. Anderson. (Side A/c#20)**

Trustee Seibel stated that he is a partner in an LLC and Robert Anderson of R.O. Anderson is also a partner. Trustee Seibel will abstain from voting on issues regarding R.O. Anderson. He added that he had experience with R.O. Anderson and nothing but positive experiences with them.

Chairman Smith stated that while Trustee Seibel abstains from voting, he would like to entertain his comments on issues regarding R.O. Anderson.

Robert Anderson gave a presentation of his comprehensive road maintenance plan before the Board. The plan detailed the condition of the District's roads, described a methodology to evaluate the road system and provided a priority of road maintenance activities within the District.

The Board was pleased with the prioritization of the paving and maintenance. They were however, reassured that time period spans could be changed if requested.

One of the concerns with paving in the District is that Southwest Gas will be replacing PVC gas mains within the District. The Board and Manager Reed would like to make sure that the gas mains are complete before any paving occurs. Rob Anderson suggested charging a premium for street cutting to ensure that repairs are made completely and correctly.

Vice Chairman Teshara requested some sort of funding stream so the District could build up funds and perhaps speed up the progress of the project as costs will certainly increase over time.

Motion to accept the pavement management plan as prepared by R.O. Anderson.  
Teshara/Fagen 4-0 approved with Trustee Seibel abstaining.

**7. Discussion and possible action on entering into an Engineering contract with R.O. Anderson to develop plans and specifications for the 2010 phase of paving rehabilitation as presented in the Comprehensive Road Maintenance Plan. (Side A/c# 546)**

Manager Reed stated that the plan previously approved was subject to changes and modifications are necessary. The first priority selected will be Elks Point Road and a portion of McFaul Way. R.O. Anderson provided a proposal to develop the plans and specifications, coordination and construction oversight services. The proposal has been reviewed and the scope of work is consistent with recommendations from District staff and the District's Counsel.

As Elks Point and McFaul are the most traveled streets in the District, Board members are concerned with the coordination with Nevada DOT and Douglas County. R.O. Anderson stated that that is a significant part of their coordination and traffic planning and have already been in contact with NDOT.

District Counsel Fagan stated that there was no binding arbitration provision in the contract. He recommended that modifications to the contract be made on section 6.09. Add a subsection B to read that the losing party in arbitration pays all legal fees.

Motion to approve that the District enter into an Engineering contract with R.O. Anderson to develop plans and specifications for the 2010 phase of paving rehabilitation as presented in the Comprehensive Road Maintenance Plan specifically those portions of Elks Point Road and McFaul Way that are delineated on the map subject to available budget and subject to final agreement on the changes suggested by District Counsel at a price not to exceed \$60,000. Teshara/Rice 4-0 approved with Trustee Seibel abstaining.

**8. Discussion and possible action to enter into an Engineering contract with R.O. Anderson to develop plans and specifications for a sewer manhole rehabilitation and sewer meter installation on Elks pt. Rd. (Side B/c#196)**

Manager Reed stated that staff had received approval last year to go forward with the installation of a sewer meter at Elks Point Road at the DCSID pump station. After discussions with Rob Anderson the project mushroomed and Manager Reed at that point felt it best to bring the issue back to Board. The project was originally estimated at \$10,000 but will in fact be closer to \$30,000.

Motion to approve the recommended action authorizing staff to enter into an Engineering contract with R.O. Anderson to develop plans and specifications for a sewer manhole rehabilitation and sewer meter installation on Elks Point Road not to exceed \$10,000. Teshara/Fagen 4-0 approved with Trustee Seibel abstaining.

**9. Discussion and possible action on accepting the recommendations of Lumos & Associates to proceed with developing plans and specifications for a 500,000 gallon concrete tank to be constructed at 343 Ute Way. (Side B/c#403)**

Manager Reed stated that the Board had previously approved the design plans and specifications for this project. In the preliminary design report, Lumos and Associates recommended a 500,000 gallon concrete tank.

Manager Reed stated that based on the life cycle cost analysis, and based on the fact that a concrete tank would not need to be off line for re-coating or replacement of panels, if the District constructs a new 500,000 gallon tank and removes the existing tank, the concrete tank would be the appropriate choice. If however, the existing tank is rehabilitated or replaced, the District could consider a new 250,000 gallon welded steel tank; thereby reducing the up-front capital costs giving the District the operational flexibility it needs.

After discussions regarding the material to be used for the new tank, the Board had concerns over the coverage allowance at the District yard. Chairman Smith directed staff to go forward with the proposal for the 500,000 gallon tank, bring it back before the Board at a future meeting for full approval and proceed to define the coverage required for this project.

**10. Consent Calendar. (Side C/c#247)**

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

**11. Staff Reports. (Side C/c#304)**

Manager Reed reported that staff is continuing to work with Wells Fargo Bank in implementing direct deposit for RHGID employees.

Staff met with North Tahoe PUD to view and discuss upgrades for our meter reading system. Staff is pursuing information from national Meter to include an upgrade to our system in the 2010/2011 budget process.

Work on the 2010/2011 budget preparation has begun and budget augmentations for the 2009/2010 budget year will be presented at the March 2010 Trustees' meeting.

The new SCADA control panels for Pinewild and the office site will be done this week and the two panels for the water treatment plant will be done in the next two weeks and George T. Hall has submitted a plan to cut over to the new panel at Pinewild for staff's review.

Manager Reed submitted letters of support to area congressional representatives on behalf of South Tahoe PUD to acquire 2011 grant funding for water system infrastructure improvements.

Turner and Associates has proceeded with the application submission for the Patel lot line adjustment.

District staff met with Midkiff & Associates and Pinewild representatives to discuss finalization of the sewer lift station. Staff is working with Pinewild to secure TRPA approval to keep the old station intact for Pinewild's use.

No attorney or association reports.

**12. Correspondence. (Side C/c#395)**

Chairman Smith reported that there was no funding for the Fire Safe Chapter for the 2010 year as yet. There are however, matching grant funds available up to \$1,000 through the fire department.

**13. Discussion and possible action on a motion to move to closed meeting pursuant to NRS 241.030 (1) and NRS 288.220 (1) to evaluate the performance of the District manager of the Round Hill General Improvement District. (Side C/c#410)**

Tape kept with District Counsel.


**14. Discussion and possible action on the evaluation of the District manager, Greg Reed. (Side C/c#)**


No discussion or action taken.

**15. Adjournment. (Side C/c#415)**

Motion to adjourn made by Trustee Rice.

Attest:

  
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Glen Smith  
Chairman

  
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Steve Teshara  
Vice Chairman