

**Round Hill General Improvement District  
Board of Trustees Meeting  
March 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. Matthew Helmers of Southwest Gas was 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 on a presentation from Southwest Gas to conduct gas main replacement in Round Hill during the 2010 construction season. (Side A/c#25)**

In anticipation of the upcoming road pavement rehabilitation plan, Southwest Gas was contacted for feedback on plans they might have that could potentially conflict with RHGID plans.

Matthew Helmers was present to give a presentation of the Southwest Gas PVC Replacement Project in the Round Hill District. He reported that PVC was installed in the 1960's and early 1970's. In 2001 - PVC services were being replaced in the Tahoe Basin. In 2003, the California Public Utility Commission required the removal of all PVC mains by the year 2022. Southwest Gas is carrying this requirement into Nevada.

The tentative start date will be mid-May or early June 2010, weather permitting. An average of 300 feet of main will be replaced daily and the project should be complete in approximately 22 days. Door hangers will be posted for customer notification and at least one lane of traffic will be open.

**7. Discussion and possible action to augment the 2009/2010 Budget. (Side A/c#350)**

Manager Reed would like to augment the 2009/2010 budget for unexpected expenses that were incurred during the year. District staff worked with the auditor to develop the augmentation. The Board was concerned with augmenting the budget, and requested that staff work at ensuring that the District stay within the approved budget.

Motion to approve the proposed budget augmentation based on the recommendations of the auditor. Teshara/Rice 5-0 approved.

**8. Discussion and possible action to approve the 2010/2011 Tentative Budget. (Side B/c#16)**

Manager Reed presented a working tentative budget for the fiscal year 2010/2011. The budget complies with the requirements of the State and does not include a rate increase for the next fiscal

year. This tentative budget contains the capital improvement projects that were listed in the District's 5 year Capital Improvement Plan as submitted to the State.

After much discussion, the board requested that staff research the required amount of reserve funds that must be held at the District. As the District is working on several projects all in one year, it is necessary to utilize some of the Districts' reserve money to complete these projects. There were concerns by the Board regarding the use of the reserve funds and they would like to prevent this in the future.

Vice Chairman Teshara gave direction to staff to explore changes to the tentative budget to minimize anticipated shortfalls prior to filing the final 2010/2011 budget.

Motion to approve the proposed Tentative Budget with direction to staff that prior to approval of the final budget, the Manager must come back to the Board with a recommended balance that the District should maintain in its reserve fund accounts. Teshara/Fagen 5-0 approved.

**9. Discussion and possible action on determining a tank size and construction material for the new tank at 343 Ute Way. (Side B/c#327)**

Manager Reed had requested a decision be made on the tank size and material of the new tank to be constructed at 343 Ute Way. At a previous Board of Trustee's meeting, there was a request for knowledge of the needed additional coverage to cover this project. Manager Reed felt it best to have a size and material prior to going to the TRPA with a request for coverage.

Trustee Seibel reported that there was coverage available for purchase. He also reported that there are available SRF funds and that costs could be significantly less than an Engineer's estimate.

After meeting with representatives of Lumos and Associates again, they recommended a concrete tank based on life cycle costs. Manager Reed's suggestion to lower the up front capital cost was to install a 500,000 gallon welded steel tank.

Vice Chairman Teshara agreed that proceeding with the welded steel tank and keeping the old tank would give the operational flexibility for the future. He would like to see the financial and coverage issues given priority and a plan developed to address these issues prior to going any further.

Motion to approve the construction of a 500,000 gallon welded steel tank with a request for staff to explore coverage requirements and costs. Rice/Seibel 5-0 approved.

**10. Discussion and possible action to modify section 1.6 of the District's personnel manual. (Side C/c#01)**

This item was tabled as Vice Chairman Teshara requested that staff modify the wording and bring the policy back to the Board at a future Board meeting.

**11. Consent Calendar. (Side C/c#112)**

Motion to approve the minutes of February 9, 2010 and March 2, 2010 as presented. Fagen/Rice 5-0 approved.

Motion to approve the minutes of February 16, 2010 as amended. Fagen/Rice 5-0 approved.

Motion to approve the balance of the consent calendar. Teshara/Rice 5-0 approved.

**12. Staff Reports. (Side C/c#198)**

Manager Reed reported that the District is in the process of receiving another \$62,000 for use on the new tank construction project from the South Tahoe PUD Grant for the 2010/2011 fiscal year.

District staff has continued to attend the 2010 Asian Clam Eradication pilot project permitting process. The District's concerns have been noted and accommodated in order to protect the District's interests. RHGID crews attended the annual Nevada Rural Water conference in Reno. Each of the crew members took their license exams.

Staff has been preparing the 2010/2011 budget and will file the tentative budget by April 15, 2010. A request to augment the 2009/2010 budget has also been prepared.

The old sewer lift station needs to be removed or the plans need to be modified to allow the building to stay intact. Staff met with representatives from DCSID, Pinewild, R.O. Anderson and Midkiff and Associates to discuss the completion of this project.

District Staff continues to work with representatives regarding the SCADA system replacement, rate structure project, new tank construction and GIS system.

No attorney or association reports.

**13. Correspondence. (Side C/c#288)**

None.

**14. Discussion and possible action on a motion to move to closed meeting pursuant to NRS 288.220 (1) to negotiate and conduct informal discussions between the District Manager and the Board of Trustees of the Round Hill General Improvement District. (Side C/c#300)**

Motion to move to closed session. Teshara/Seibel 5-0 approved. Tape will be kept with District Counsel.

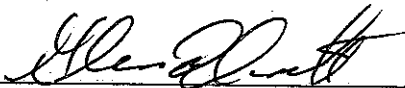
**15. Discussion and possible action on the evaluation of the District manager, Greg Reed. (Side C/c#315)**

The District Manager was evaluated in five general categories. Each Board Member commented first in one of the five categories. Deficiencies were discussed and areas for improvement were developed. In general, the overall performance of the Manager was considered good by the entire Board.

**16. Adjournment. (Side D/c#20)**

Motion to adjourn made by Trustee Rice.

Attest:



Glen Smith  
Chairman



Steve Teshara  
Vice Chairman