

Minutes
Indian Hills General Improvement District
Board of Trustees Meeting
District Office
3394 James Lee Park Rd. #A
Carson City, NV 89705
October 19, 2022
Regular Board Meeting 6:00 P.M.

Trustees Present: Chairman Kathryn Clark-Ross, Vice Chairman Dunham, Secretary/Treasurer Siegman, Trustee Eisele and Trustee Garcia.

Trustees Present via Zoom Meeting: none.

Trustees Absent: none.

Staff Present: General Manager Chris Johnson and Administrative Services Supervisor/Human Resources Brooke Thompson.

Others Present: District Counsel Chuck Zumpft, District Engineer Tim Russell, and Residents Brian Patrick, Kendra Wilson, and Robert Stulac.

Others Present via Zoom Meeting: none.

6:00 P.M. - Regular Meeting

1. Call to Order

Request that Cell Phones and Pagers be turned off for recording purposes.

Vice Chairman Dunham called the meeting to order at 6:00PM.

2. Pledge of Allegiance: Led by Secretary/Treasurer Siegman.

3. Public Interest Comment: Resident Kendra Wilson stated that she went to the Carson Valley Trails event over the weekend, and she really appreciated it. Kendra stated that she hopes we can do more things like that to celebrate our open space around here. Thank you to the General Manager and anyone else that was involved.

Resident Robert Stulac stated that he was out talking to his neighbors this past weekend, a lady who knows he is running brought to his attention a letter, an interesting letter she had it in her hand. The letter stated we need a sign-up form, the second paragraph said something about legal fees. She was very baffled by the letter; the envelope was handwritten so she was very suspicious. Does anyone know what that letter was.

Administrative Services Supervisor/Human Resources Brooke Thompson stated that we recently did an internal audit of our owner sign up forms and they are receiving that letter because they did not comply the last time they were sent out. Resident Robert Stulac stated ok, so it is an owner sign up, he kind of told her it looked like that. He has never gotten one. Brooke stated that he probably completed one when he moved in, she can call the office with any questions.

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4. Approval of Agenda

Trustee Eisele motioned to approve the agenda. Secretary/Treasurer Siegman seconded. Motion approved unanimously.

5. Discussion and possible action to approve separate Water Operator job descriptions.

General Manager Chris Johnson stated that up until this point the district has been running on, he doesn't want to call it risky but what it comes down to is that we need a grade three water operator available at all times. Our grade three has to be within four hours of the district so if Matt goes on vacation, he is not allowed to go further than four hours from here, if he does then we need another grade three to be here. We have not had another grade three. Kevin is working on his grade three right now, which will give us two grade threes. We will have one supervisor and one operator, what that is going to do is make it so that we no longer run the risk of not having a grade three on hand. In looking at that and Kevin going for his grade three. In our job descriptions we do not have a grade three, we had an OIT, grade one, two and a supervisor. That is what this is, it creates a job description for grade three and splitting it out instead of the grade three being the supervisor.

Vice Chairman Dunham asked if there has always been two people available. General Manager Chris Johnson stated so yes and no, we have only had one grade three. We have always had two water operators but one grade three which is what he is saying right now our water supervisor can't go more than four hours away from the district. He would go camping but everyday he had to hike up a hill to get cell phone reception and check in. By having a second grade three he can basically relinquish his responsibility to the other grade three and actually have a life outside the district and this is a natural progression anyway. If Matt were to win the lotto tomorrow and say I'm out, we would be scrambling to find a grade three, this will give us redundancy.

Secretary/Treasurer Siegman asked if the State requires this.

General Manager Chris Johnson stated yes, they do, we need to have a grade three on hand at all times. Secretary/Treasurer Siegman stated, and the pay scale is adjusted. General Manager Chris Johnson stated the pay scale will be adjusted.

Trustee Garcia stated his only comment is reformatting these instead of being in one is great, so it just makes sense.

Public comment: none

Board of Trustees further discussion/comment: none

Trustee Garcia motioned to approve separate Water Operator job descriptions. Vice Chairman Dunham seconded. Motion carried unanimously.

6. Reports to the Board:

a. General Manager Report

General Manager Chris Johnson reviewed his report with the Board.

Chris stated that it has been a busy month for us, we had the Carson Valley Trails kick off last weekend, it went great. They had some food vendors, drink vendors, a band a lot of people showed up. It was fun and a good event. He heard a lot of people say they didn't know this park was back here, so it brought awareness to James Lee Park. This weekend we have our final community cleanup day on Saturday morning, this is such a beneficial program he has noticed a big improvement within the district since this started. The weekend after that is our second annual trunk or treat, it is really fun. We had lot more turn out last year than we expected, and we ran out of candy. Brooke has done some research to find cheaper candy, so we are stock piling candy. We did ask Costco and Target for sponsorships, we haven't heard anything back from them, but Costco did say that they need a few months of advance notice so next year we will get in early. We are back to full staff again, Sean will be starting on November 1st, he actually owned a landscaping business, so he knows his way around sprinklers and parks maintenance and irrigation. Full disclosure he shot himself because he was doing his yard maintenance. Chris stated that he has been working with Tim and Collin on the wash pad upgrades and they finally got contractors to bid on lift station three, they will be bringing that to the board next month. Other than that, they started the bimonthly managers meeting, only four of them attended, GRGID, Minden Gardnerville Sanitation and Town of Gardnerville but they talked about quite a few things. Chris stated that he volunteered to host the meeting here, he also invited Chief Carlini, the Tahoe Chief, and Patrick Cates and Jennifer Davidson Douglas County Manager and Assistant County Manager. Chris stated that he already has 7 RSVPs. It is beneficial to us, as districts they are not competing with other districts, the cooperation is great to work together for things, get better pricing. Holding those relationships is good. Also, we had a great league of cities meeting, he will be bringing one thing to the board next month. Greg with Gardnerville went to the governor's infrastructure summit in Vegas, it was a waste. It is nice working with the league of cities to have communication across the state for municipalities, next meeting will be here along with the chamber coffee in January.

Secretary/Treasurer Siegman stated are you talking to the county about the construction truck issue.

General Manager Chris Johnson stated yes but he has not gotten anything solid back from Leanna, but she is on it. Chris stated that it was a little over exaggerated on the number of trucks going by there, Leanna is keeping a close eye on it and holding their feet to the fire he will update the board at the next meeting.

Secretary/Treasurer Siegman stated that she has the power to do it.

General Manager Chris Johnson stated she is all over it and very good.

Trustee Garcia stated that he will decorate and pass out candy, they will dress up. Robert stated the hotshots league has been out here on the softball field, the man that is working on the field is great. Once we get on the map, we will have better utilization of the park.

General Manager Chris Johnson stated thank you for bringing that up, it is great that they are fixing that field and it is getting some use. We even talked about getting a banner stating home of the Hotshots making it their home field.

1. Administrative

General Manager Chris Johnson reviewed the administrative report with the Board.

2. Water

General Manager Chris Johnson reviewed the water report with the Board.

3. Wastewater

General Manager Chris Johnson reviewed the wastewater report with the Board.

b. District Accountant Report

General Manager Chris Johnson reviewed the accountant report with the Board.

c. Engineer Report

District Engineer Tim Russell stated Chris mentioned the lift station three bypass will be brought back to the board, the low bid was under the engineers estimate so that is encouraging. Over on Plymouth the developer is trying to split the parcels, which will be brought back to the board hopefully at the next meeting for an additional three lots. Chris hit the rest.

Trustee Garcia asked if this is in addition to the other developer. District Engineer Tim Russell stated no it is associated with that developer.

Vice Chairman Dunham stated is this at the bottom of the hill. District Engineer Tim Russell stated yes.

d. Attorney Report

District Counsel Chuck Zumpft stated that he has nothing to report.

Public comment: Resident Brian Patrick suggested to create a line item for social expenses and events with more budget available.

General Manager Chris Johnson stated we actually do have one and increased the amount this year because of the trunk or treat.

7. Discussion and possible action to approve Draft Minutes from the September 21, 2022, Board Meeting.

Vice Chairman Dunham motioned to approve Draft Minutes from the September 21, 2022, Board Meeting. Trustee Garcia seconded. Motion carried unanimously.

8. Chairman and Trustees Reports, Correspondence

Under this item the Board Members will briefly identify relevant communications received by them before the meeting, or meetings attended, or potential business of the district. No action will be taken on any of these items, but a member may request such item or topic be placed on a future agenda.

Trustee Garcia stated that he also attended the Carson Valley Trails event, and it was great. A gentleman fell over and our General Manager Chris was quick to get a first aid kit. It was a well-attended event. He won a silent auction item, it was nice. Robert stated that he will be out of State for the next meeting in November.

General Manager Chris Johnson stated the grant for the dog park goes to the Douglas County Board of Commissioners on November 3rd we should have a letter from them at the next meeting.

Administrative Services Supervisor/Human Resources Brooke Thompson stated our trunk or treat is coming up on Saturday, October 29th. We are looking for more people to sign up or donate towards it. Brooke stated the only difference this year is that we will only be providing each vehicle two bags of candy in the hopes that they will not be handing out several handfuls of candy to each kid. You are welcome to bring your own candy as well just make sure it is store bought prepackaged.

9. Adjournment

Trustee Eisele motioned to adjourn the meeting. Chairman Clark-Ross seconded.

Motion carried unanimously.

Meeting adjourned at 6:31P.M.

FINAL APPROVED MINUTES AS PRESENTED

**Trustee
Bill Eisele**