

**Minutes
Indian Hills General Improvement District
Board of Trustees Meeting
District Office
3394 James Lee Park Rd. #A
Carson City, NV 89705
October 20, 2021
Regular Board Meeting 6:00 P.M.**

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

Trustees Present via Zoom Meeting: none

Trustees Absent: Chairman Garcia

Staff Present: General Manager John Lufrano and Administrative Services Supervisor/Human Resources Brooke Thompson.

Others Present: Mark Johnson with Stanka Consulting, Residents Chris Johnson, Dale Morlan, Penny Eisele and Don Gray.

6:00 P.M. - Regular Meeting

- 1. Call to Order**
Request that Cell Phones and Pagers be turned off for recording purposes.
Vice Chairman Clark-Ross called the meeting to order at 6:00PM.
- 2. Pledge of Allegiance:** Led by Secretary/Treasurer Eisele.
- 3. Public Interest Comment:** none
- 4. Approval of Agenda**

Secretary/Treasurer Eisele motioned to approve the agenda. Trustee Dunham seconded. Motion passed 4-0. Chairman Garcia was absent.

- 5. Discussion and possible action to approve a 50-foot right-of-way for Tenant Lane associated with future development at 3292 Plymouth Drive.**
Mark Johnson with Stanka Consulting stated that he previously came to the board in June for 3282 Plymouth, now they are looking at development of 3292 Plymouth. Douglas County has again said the same thing, yes you may put in a 50 foot right of way, but the GID needs to approve it. There is an existing 25-foot public right of way for Tennant Lane, they would be adding another 25-foot strip along the northern edge of 3292 Plymouth for a total of a 50 feet right of way. That is what they are asking.

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Secretary/Treasurer Eisele asked if this is something we have done before and should we be doing it now. General Manager John Lufrano stated yes.

Trustee Dunham asked if this has already passed through Douglas county for permits.

Mark Johnson stated that they will be submitting this to Douglas county next week, but they have been in discussions with them.

Secretary/Treasurer Eisele but you need to have this approved first before going to the county. Mark Johnson stated yes.

Trustee Dunham stated parcels 1, 2 and 4 are they effected by water runoff, is there drainage. Mark Johnson stated yes, the drainage is in place already.

Public comment: none

Board of Trustees further discussion/comment: none

Secretary/Treasurer Eisele motioned to approve a 50-foot right-of-way for Tenant Lane associated with future development at 3292 Plymouth Drive. Trustee Gray seconded. Motion carried 4-0. Chairman Garcia was absent from the meeting.

6. Discussion and possible action to approve a proposal for professional services with Lumos and Associates for Sewer Lift Station #3 Bypass.

General Manager John Lufrano stated what you have here if you recall during our budget process, we budgeted \$70,000 for this infrastructure improvement. John stated what the issue is with lift station three and that has posed the most problems for us is we have no way of stopping the flow of sewage at lift station 3 in order for us to maintain the wet well. John stated what he brought to the board in April and May was the idea of us, so the sewer water line comes into lift station, we want to prior to that have a manhole inserted as a secondary we want to create a bypass valve. That will allow us to bring our portable pump down to that if we ever have to for whatever reasons and block off flow to the lift station, suck flow out of the manhole and push it into the standpipe and keep our operations going without hiccup. That will allow us to shut that lift station down if needed and still have no issues in operations. This has been an infrastructure issue with lift station three forever, the way it was designed and will give us that piece of mind if we ever had a major issue. John stated what he is asking for tonight is to approve Tim moving forward with contacting contractors to get some bid packages together to get this infrastructure improvement done. How much can we get done; it may very well be that we have to do it in phases.

Trustee Dunham stated was this thought process was this something that was in mind with the budget. General Manager John Lufrano stated yes, the board approved \$70,000 for this. Trustee Dunham stated yes, I see that, but if you read on it says there might be some added expenses and that might be as much as 10% of the overall proposal or as little as 2%. General Manager John Lufrano stated yes, we try our darndest, he and Tim to get a realistic number when we budget. Trustee Dunham stated Tim has gone through this as well. General Manager John Lufrano stated yes, and this is a good opportunity for him to make sure the board understands that they, he, and Tim or operators sit together and get preliminary numbers together. The issue with budgeting is we are always putting these things together months before the work, so it is always a variable that we cannot anticipate.

Secretary/Treasurer Eisele stated that this should have been done a long time ago, if something goes wrong and we have a sewer spill it would be very, very bad for the district.

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This would take care of the issues. Bill stated that this is way overdue, we need to get this done.

Trustee Gray stated that she agrees with Bill it needs to get done and we have the money for it right now, so we need to do it.

Vice Chairman Clark-Ross stated she feels the same and it has Tim's stamp of approval, so she is comfortable.

Public comment: none

Board of Trustees further discussion/comment: Trustee Dunham stated it is necessary, we need to move forward.

Trustee Gray motioned to approve a proposal for professional services with Lumos and Associates for Sewer Lift Station #3 Bypass as written. Trustee Dunham seconded. Motion carried 4-0. Chairman Garcia was absent from the meeting.

7. Discussion and possible action to approve a proposal for professional services with Lumos and Associates for Ridgeview water tank painting.

General Manager John Lufrano stated the last time we did this process was with the school tank, Lumos went ahead and facilitated the work in its entirety. At budget time in April and May we budgeted \$120,000 to refurbish the inside and outside of this tank, Ridgeview tank. John stated that he is currently working with Verizon, they have to go through a permitting process with the County to remove their equipment, take their cell phone tower off and put it on a temporary mast. Once that is done, we will go in and remove all of Cricket's equipment. When Cricket pulled out seven or eight years ago, they paid us an extra \$10,000 to leave their stuff on the tank with the agreement of when we got to a point, when we were ready to paint the tank, we would remove all of that stuff. It is all bolted on and will be very simple for our guys to remove it. This will be the third of five of our tanks that have been completely refurbished. This is an agreement with Lumos to facilitate that project.

Secretary/Treasurer Eisele asked how long it has been since this has been done. General Manager John Lufrano stated no one here knows that answer, he does not know if it has ever been done honestly. Secretary/Treasurer Eisele stated ok and that is epoxy paint. General Manager John Lufrano stated yes, we actually have guidelines we have to follow.

Trustee Dunham asked everyone to please talk louder.

Public comment: none

Board of Trustees further discussion/comment: none

Trustee Dunham motioned to approve a proposal for professional services with Lumos and Associates for Ridgeview water tank painting as written. Secretary/Treasurer Eisele seconded. Motion carried 4-0. Chairman Garcia was absent from the meeting.

8. Discussion and possible action to approve the purchase of a vehicle for streets in the amount of \$54,391.86 as budgeted.

General Manager John Lufrano stated what we have here is the replacement of the Ford streets truck, we are replacing it with a Chevy one-ton, standard cab it will have a utility bed on it. This truck's main function will be plowing snow with the sander in the back, that is why we have to get a big truck, a one-ton for the cinders. John stated the one difference that he wants to make sure is clear is we budgeted \$52,000 in February based on the quote we received from them, but today's number is the \$54,391.86 and that is for the adjustments they have had in the industry. We have the money, but he just wanted to make sure the board knew the difference between the two numbers, and it is not what we had budgeted.

Secretary/Treasurer Eisele asked if this truck will be set up for the snowplow for this winter. General Manager John Lufrano stated I would say no we are not going to get it this winter but who knows there might be a one-ton standard cab Chevy pickup out there somewhere, but he is not going to guarantee we will get it before the snow flies. Secretary/Treasurer Eisele stated but the other one will last through the winter. General Manager John Lufrano stated yes.

Vice Chairman Clark-Ross stated that was her question because she has heard that everyone is having trouble getting cars. General Manager John Lufrano stated yes, once approved he will order it.

Trustee Dunham stated that he has no questions, we have a good savings of \$9,000 by paying cash.

Trustee Gray stated the longer we wait the more it will go up in cost, let's do it.

Public comment: none

Board of Trustees further discussion/comment: none

Vice Chairman Clark-Ross motioned to approve the purchase of a vehicle for streets in the amount of \$54,391.86 as budgeted. Secretary/Treasurer Eisele seconded. Motion carried 4-0. Chairman Garcia was absent from the meeting.

9. Discussion and possible action to approve amendments to the District's Personnel Policy Manual.

General Manager John Lufrano stated once again we try to do these updates every year or two. This is Pool Pact who is our third-party HR administrator, every year they do updates on these policies, we go in and grab those updates and make changes to our personnel policy. Our policy for years now has followed Pool Pact's recommendation, so this is just another one of those updates. The last time we did this was two years ago in 2019. The red strike outs are being deleted and the yellow highlights are additions, we are looking for approval of this tonight.

Vice Chairman Clark-Ross stated that she personally thought it was a lot, she didn't realize we did that much work on our policy. General Manager John Lufrano stated it is nice because they are the ones that follow the federal and state laws, so Brooke is not trying to figure that stuff out.

Secretary/ Treasurer Eisele stated the one thing is that company is great, it is very nice to have them do this for us. General Manager John Lufrano stated we use them a lot for training, Brooke is leaving for two days for a conference.

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Trustee Dunham stated it isn't brief, the importance of it is there are rules that need to be followed and we should be aware of it.

General Manager John Lufrano stated he has to thank Brooke because that is her job doing this, she goes through it and updates it. He gets the version the board gets.

Public comment: none

Board of Trustees further discussion/comment: none

Vice Chairman Clark-Ross motioned to approve amendments to the District's Personnel Policy Manual. Trustee Dunham seconded. Motion carried 4-0. Chairman Garcia was absent from the meeting.

10. Discussion and possible action to approve the District using taxpayer funds to purchase a plaque and a tree in memory of former Trustee Dianne Humble.

Vice Chairman Clark-Ross stated that she would not have worded it this way, she did not mean to use taxpayer money. Kathryn stated that she wanted the district to do what they did for Riley and make a sign here in the back room and it wouldn't cost anything. It puts her in a bad spot saying we are using taxpayer money. Kathryn stated she was thinking we could make something. Kathryn stated that she wants to recognize certain people that she has watched while living here for the last 30 years that stand out who really go out and do things. Riley was one, that is why we put him at the trail. In Dianne's case who just passed away she was really instrumental in getting the skateboard park built, she pushed for that. She was also involved in a lot of other things. Kathryn stated that she realizes that the entire board is working together but others come up with ideas and take the lead and work hard to get it done like her for example that has the idea and goes out and forms it. She is trying to encourage more people in the neighborhood to do more things like that. She appreciates the board backup, but just like the senior program she proved the county and this board wrong, same with the dog park and valley vista park. Kathryn stated that she would like to see the people who stand out be recognized.

Trustee Dunham stated that it is nice that we do take the time to honor past members who have passed. Dale stated that he did not meet her, he would like to see something come about so we can honor the ones before them. Dale stated that he saw a brick dedication, memorial when he was in California. Dale stated that he would like to continue this thought process somehow some way.

Trustee Gray stated her thought is that all board members try to do their part for their community, where do we draw the line on who gets a memorial and who doesn't. Teri stated that she may have done a lot but how long has it been in place, a lot of people will be on the board. Where do we stop on putting a memorial for someone.

Secretary/Treasurer Eisele stated that he has been through this before in Santa Cruz, we can't use public funds for this. When they use to do this, they put in benches, people raised money themselves for a plaque and a bench. The town installed it but that is it. There will be a lot more board members in the future, he does not know if he wants to open that up. Bill stated that he appreciates all board members that have been on the board and all in the future. They are here to serve the public; he does not expect anything for himself. He does not think that he can go along with this right now. How would we choose who gets a memorial and who does not.

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General Manager John Lufrano stated the idea of us making a sign here in house it is never going to be the signs that we buy that will last forever, we will make something that will not be as nice as other plaques. They would carve out letters on a piece of wood, he does not know if that is how the board decides they want to represent somebody. John stated that he was under the impression that Kathryn wanted to use public funds and that is why the agenda item is worded the way it is. We have a gift catalog; it has been very successful in fact someone just purchased a plaque and a bench for her husband that passed away. John stated to keep it as clean as possible it should be done through donations and use the gift catalog. It then ties in everyone; it can be board members or members of the public. Let's do it professionally and not try to make signs in the back room. The plaques we have are very nice and will be there for a long time. John stated he hopes everyone agrees that this is done through our gift catalog, through donations and on a professional level. John stated Kathryn when you first brought this to his attention his first instinct was Dianne Humble was not a pleasant person at times, he had issues with her and staff, managers and board members had issues with her, so he was choking this down. Of all the people you could have brought forward, it is tough to choke it down but that is him one person the board needs to make the decision. John stated that he would prefer that it is done through donations and the gift catalog.

Vice Chairman Clark-Ross showed John a picture of the Riley Evan's sign, it was a long time ago and it still looks good. General Manager John Lufrano stated that is not Coloma trailhead, that is over off of Lehigh. Vice Chairman Clark-Ross stated ok why did we put it there, its like a little park. General Manager John Lufrano stated Riley put it in, I swear to god he put it all in the bench, sign and trash can. Vice Chairman Clark-Ross stated ok that is something he created; she is not putting in personalities. She does the stuff for the seniors it is very nice and thoughtful. She has her bench already there in valley vista.

General Manager John Lufrano stated to touch on something that Dale said the bricks are pretty popular, we should look at something like that. Vice Chairman Clark-Ross stated yes, she just wants everyone to keep an open mind. She is not saying for everyone just if you had a creation like the dog park, valley vista park or in this case the skate park.

Secretary/Treasurer Eisele stated you can't pick one person out of all board members. If you think Dianne Humble needs a plaque and a bench, he has no problem with that but raise the money Kathryn and get with John. Bill stated himself he does not want anything; he is here to serve the public. He would like to do something for you Kathryn but will raise money for that.

Vice Chairman Clark-Ross stated she understands but she would still like to see if there is a way to keep it open, maybe the brick idea.

Secretary/Treasurer Eisele stated no one is arguing that, we just can't use public funds, it needs to be done by donations.

Trustee Gray stated so are you saying maybe somewhere within the park to have the bricks.

Trustee Dunham stated yes, a brick with their name, the criteria may be a little different but would still have to find donations. Whatever fashion is acceptable. How much are those plaques, John.

General Manager John Lufrano stated those plaques are \$2-\$300.

Trustee Gray stated her other issues is that every board member is important, we can't only do it for a certain few, that is not right.

Vice Chairman Clark-Ross stated that's right, her thought is a history symbol.

General Manager John Lufrano stated he thinks Dale touched on the best thing to do which is the brick idea. It is great they are fairly inexpensive so anyone can buy a brick for someone, it doesn't have to be a board member. Valley Vista park there is a bench that sits inside a bubble, maybe the next manager looks at bringing in pavers with the intent of allowing people to purchase a brick. It is not just board members; it is for the public and residents. There is nothing that says that it can only for some one that has passed. It is a great idea, and it is a nice reflection area.

Vice Chairman Clark-Ross stated yes, she likes that.

Trustee Gray stated yes that is what she is talking about.

General Manager John Lufrano stated yes, they would buy it and the district would install it but let's have a designated area.

Public comment: Resident Don Gray stated that Douglas County is already doing this with the senior center now, his thing is to buy the brick and then give the GID \$5 to do the work and it will all be on the up and up.

Board of Trustees further discussion/comment: none

No motion was made on this item.

11. Reports to the Board:

- a. **General Manager Report** General Manager John Lufrano reviewed his report with board. John stated he would like to add a few things that only recently took place so he could not get them in the board packet. North Park pathways have been re asphalted, they finished yesterday afternoon, this has been a bucket lister of his for four or five years now. It came out fantastic, Ronny is so pleased. We had public comment last week from Mr. Patrick to have the district look at taking out a large loan to replace all red streets in the district. He and Stacie have had some in dept conversations to try and bounce some numbers around. District Engineer Tim Russell gave him a number to do just the red streets, that number along with the water lines because those need to be replaced came to 10 million dollars. For us to take a loan out and pay to back \$350,000 a year, it would take 33 years to pay just the principle. So, the idea that we can take out a massive loan to redo the red streets is really illogical and he doubts we would even qualify for a 10-million-dollar loan. John stated that he has submitted to the State of Nevada via the Nevada League of Cities three grant packages possibly from the money the state has received from the federal government recovery act. Three projects, one to finish the last two water tanks that we have in our infrastructure system at approximately \$400,000, the second is 5 million to line the remainder of our storage ponds out at the wastewater plant, this is John throwing spit wads at the wall. The last thing submitted was to replace all the red roads with the water line underneath them at 10 million dollars. The State and League of Cities has our submittals, this will take months to dissect and will get kicked down to the next general manager. Let's wait and see, this district cannot afford a 10-million-dollar loan. Think about taking a loan out for 33 years everything we bring in revenue wise annually all goes to loan repayment, no

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maintenance will be done because you are using it all to pay back a loan. We are behind the 8 ball with our streets, but we are moving the needle forward and trying to do as much as we can. We are not only doing street replacements, but we are doing street maintenance. We cannot take a loan for 10-20 million it is not in our wheelhouse. We will have to wait and see what if anything we get but we have to ask for it.

Vice Chairman Clark-Ross stated that she appreciates that, Brian is from the old regime they took out loan after loan she always regretted that they did that. She likes to hear that.

Trustee Gray asked what kind of time frame you think we are looking at General Manager John Lufrano stated he has no idea, but he will keep the board posted. It was an opportunity he had to take advantage of.

Trustee Dunham stated on the timing of your request he knows with DOT at the end of September, there was a time that money from the federal government, is there a cut off time. General Manager John Lufrano stated that he does not know the answer to that, he knows the State of Nevada received a lot of money from the federal government.

Secretary/Treasurer Eisele stated that he remembers when we took out a big loan for the roads and the roads wore out before the loan was paid off. It was not a good thing.

1. **Administrative** General Manager John Lufrano reviewed the administrative report with the board.
2. **Water** General Manager John Lufrano reviewed the water report with the board.
3. **Wastewater** General Manager John Lufrano reviewed the wastewater report with the board.
- b. **District Accountant Report** General Manager John Lufrano reviewed the accountant report with the board.
- c. **Engineer Report** District Engineer Tim Russell stated that he has been coordinating with John about development on Plymouth and miscellaneous stuff. The initial sewer analysis on Indian has been done he hopes to bring it back to the board next month.
- d. **Attorney Report** District Council Chuck Zumpft stated well now that you have secured a new General Manager, Congratulations, the focus is the preparation of his contract. Other than that, it is business as usual.

Public comment: Resident Chris Johnson stated that he really wants to reinforce what John said about the loan and roads, that is just doing our red roads and no maintenance. Over those 33 years all other roads are going to get worse and those new roads, by the end of the 33 years all will have gone to red roads because there will be no maintenance. In 33 years, we will have all red roads. Congrats John, awesome job going after those grants the state has gotten over 2 billion dollars, we all now the vast majority is going to end up Vegas. Maybe we will get some if you don't ask you won't get it. Chuck thank you.

Board of Trustees further discussion/comment: none

12. 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.

Vice Chairman Clark-Ross took a minute to introduce the new General Manager Chris Johnson. Kathryn stated that she is sorry she didn't mention this before, they normally have senior lunch program anniversary over Labor day but they were giving out frozen meals this year due to the fire, but it will be next Wednesday, everyone is invited. It will be a Halloween theme starting at noon. She is looking for volunteers for the young at heart craft fair at the senior center. This is a huge event.

Trustee Dunham stated that next Wednesday he is having surgery so he will not be able to make it.

Administrative Services Supervisor/Human Resources Brooke Thompson stated that the district is holding its first ever trunk or treat on Halloween October 31st from 3:00-5:00. Brooke is hoping some of the board will come decorate their trunks, the district will be providing all the candy, so you just have to decorate your vehicle and pass out candy. The guys built a nice arch that we are going to decorate, we recruited the Sierra Lutheran High School art class to draw and paint silhouettes we will use around the arch. It will be a work in progress and get better every year. If you want to decorate your trunk let me know in the next couple of days. If you are going to decorate, please arrive at 2:30 so we are ready to go at 3:00.

General Manager John Lufrano stated this Saturday, October 23, 2021, is our last community clean up day of the year.

13. Adjournment

Secretary/Treasurer Eisele motioned to adjourn the meeting. Vice Chairman Clark-Ross seconded. Motion carried 4-0. Chairman Garcia was absent from the meeting.

Meeting adjourned at 7:15P.M.

FINAL APPROVED MINUTES AS PRESENTED

**Secretary/Treasurer
Bill Eisele**

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