

**TOPAZ RANCH ESTATES GENERAL IMPROVEMENT DISTRICT  
AND  
TOPAZ RANCH ESTATES WATER COMPANY**

Address: 3924 Carter Drive, Wellington, Nevada, 89444 / Telephone: 775.266.3000

**MEETING MINUTES**

**REGULAR MEETING MINUTES**

**DATE:** February 9, 2022  
**TIME:** 6:00 P.M.  
**LOCATION:** In person at the TRE Community Center

Supporting material and the audio tape is available for public inspection at the TREGID office during regular business hours (8:00 a.m. to 2:30 p.m.), Monday through Friday, except legal holidays. Please make your request to the TREGID office at the address and phone number above OR by email directed to: [Gbarber1430@gmail.com](mailto:Gbarber1430@gmail.com)

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**CALL MEETING TO ORDER:** Led by Chairman Brandon Taylor **TIME: 6:01 PM.**

**PLEDGE OF ALLEGIANCE:** Led by Chairman Brandon Taylor

**BOARD MEMBERS PRESENT:** Brandon Taylor, Dave Akola, George Barber, Gerald Clark and Mark Bradshaw.

**STAFF MEMBERS PRESENT:** Cody Dalhaus

**INTRODUCTION OF GUESTS:** Cameron McKay

**AGENDA APPROVAL:** For Possible Action: Board action to approve the February 9, 2022 Agenda.

Public Comment before Board Action: None

Dave Akola made a motion to approve the February 9, 2022 Agenda. Mark Bradshaw seconded.  
Motion carried 5 Yes - 0 No.

**MINUTES APPROVAL:** For Possible Action: Board action to approve the minutes of the January 12, 2022 Regular Meeting.

Public Comment before Board Action: None

Mark Bradshaw made a motion to approve the January 12, 2022 Minutes. Dave Akola seconded.  
Motion carried 5 Yes - 0 No.

**PUBLIC COMMENT: None**

Not for Board Action: This portion of the meeting is open to the public to speak on any topic within the authority of the Board that is not on tonight's agenda. Public comment is limited to two (2) minutes per speaker, and speakers will be asked to sign in for the record. The Board will not act.

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**CONSENT CALENDAR**

**CORRESPONDENCE:**

For Possible Action: Bills to be paid for: January 2022

1. Water Bills:           \$ 31,315.95
2. Road Bills:           \$ 9,577.64
3. USDA/Bergkamp: \$ 2,121.80

Open for public comment before Board action: None

George Barber made a motion to approve the Bills to be paid for January 2021. Mark Bradshaw seconded. Motion carried 5 Yes - 0 No.

**REPORTS**

**REPORTS – For Discussion:**

- A. Treasurer’s Report: None
- B. Water Operator’s Report: Cody Dalhaus
- C. Road Report: Cody Dalhaus
- D. Attorney’s Report: None
- E. Engineer’s Report: None

**Water Operator’s Report:**

TOTAL GALLONS PRODUCED TO January 31, 2022:	<u>3,340,000</u> GALLONS
TOTAL MAN HOURS THROUGH January 31, 2022:	<u>261.5</u> MAN HOURS
CUSTOMER CONSUMPTION AS OF January 31, 2022:	<u>2,269,840</u> GALLONS
BULK WATER CONSUMPTION AS OF January 31, 2022:	<u>0,000</u> GALLONS

**WATER SAMPLING:** All five routine bacteriological water samples on January 12<sup>TH</sup> came back negative for Total Coliforms.

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**MAINTENANCE & REPAIRS**

Work Order Summary:

<b>TOTAL:</b>	<b>DESCRIPTION:</b>	<b>OFFICE (CODE):</b>
<b>30</b>	HIGH USAGE – LEAK CHECK	(1)
-	INSTALL NEW METER BOX / LID	(2)
<b>3</b>	DISCONNECTED FOR NON-PAYMENT	(3)
-	VERIFY COMPUTER METER READS	(4)
-	CHECK WATER PRESSURE	(5)
-	SYSTEM MAINTENANCE	(6)
<b>1</b>	METER MALFUNCTIONS / REPLACEMENT	(7)
-	WATER ON / OFF WITH LEAK CHECK	(8)
-	VERIFY METER STATUS ON / OFF	(9)
-	PULL METER PER CUSTOMER REQUEST	(10)
-	DISCONNECT WARNING NOTICE	(11)
-	INSTALL CUSTOMER SHUT-OFF VALVE	(12)
-	LOCK-OFF METER	(13)
-	AFTER HOUR CALLS	(14)
<b>4</b>	CUSTOMER REQUEST ON / OFF	(15)
<b>3</b>	OTHER	(16)

General Maintenance: Regularly scheduled PRV vault inspections & maintenance.  
Flushing hydrants at dead end lines throughout system.

Major Repairs: No major repairs to report.

Future Projects - Short Range: Cody Black came out on 2/3 and met with Cam and I to go over well 6 replacement project and we are just waiting on final environmental clearances from EPA in order to move forward.

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Future Projects - Long Range: Continue work with Shaw Engineering reviewing information for system mapping & proper abandonment of old 4" water mains & with personnel at State Revolving Fund, CDBG, & USDA-RD for project funding the drilling of a new source well & upgrades to remaining 4" water mains throughout approximately 30% of the water system.

**Road Report:**

TOTAL MAN HOURS THROUGH JANUARY 31, 2022: 182: MAN HOURS

MAINTENANCE & REPAIRS:

General Maintenance:

- 1/13 Ditch Maintenance on Sapphire on
- 1/13 Filled potholes @ Granite & Eagle Mtn.
- 1/14 Filled potholes @ TRD & Granite
- 1/18 Filled potholes on Sandstone from Granite to Boulder & on TRD from Granite to Boulder
- 1/19 Filled potholes on eastside of Walker view and on Sandstone from Boulder to Slate
- 1/21 Filled potholes on Andesite from TRD to Sapphire
- 1/24 Filled potholes on TRD from Gray hills to Sandstone & on Sandstone from TRD to Shale
- 1/25 Filled potholes on Sandstone from Shale to Canyon
- 1/27 Filled potholes on TRD from HWY 208 to Sandstone
- 1/28 Filled potholes from top of Slate down to Sandstone

Future Projects - Short Range:

- Complete patching of remaining areas on Topaz Ranch Drive.
- Plan pothole & ditch maintenance tasks on Sandstone Road and other Roads throughout district.
- Ditch maintenance & brush removal will continue along ditch flowlines & road edges until the stockpiling at the district yard is at capacity; at which point, ditch maintenance will continue in areas where minimal brush removal would be required.
- Screen rocky overburden & dirt around the district for materials needed for riprap projects.

Future Projects - Long Range:

- Continue planning patching projects & ditch maintenance until all district roadways & drainage ditches have been maintained.
- Plan removal of accumulated sediment within the Topaz Ranch Estates main flood channel & reestablish the easement width & proper drainage from Sandstone through to Hwy 208.
- Riprap ditches to aid with stormwater runoff & mitigation of overgrowth within ditch flowlines.

Equipment Repairs:

- Regularly scheduled maintenance & greasing of district equipment.
- 1/28 Changed oil and filter on 2013 F-350

Safety Meeting: "WIND CHILL INDEX" – 1/12/2022

Wind chill index cold weather safety talk.

Public comment: None

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**ADMINISTRATIVE CALENDAR**

The Administrative calendar will be handled as follows:

- (1.) The Chairman will read the agenda title in the public record.
- (2.) Staff will introduce the item and provide a report, if any.
- (3.) The applicant, if any, will have an opportunity to address the Board, comment will be allowed.
- (4.) The Board will then discuss the item. Once the Board has concluded their discussion, public comment will be allowed.
- (5.) Public comment will be allowed and is limited to two minutes per speaker.
- (6.) Once Public comment is completed, the Board will then ask any follow-up questions and take action. On agenda items that are placed on the agenda "For Discussion Only" with no action listed, public comment is not legally required and must be made when the Chairman calls for public comment on the item discussed.

**AGENDA**

*Any items removed **ADMINISTRATIVE** from the Consent Calendar will be added and heard at this point.)*

- 1 For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:

For discussion and possible action. Tax sale property on Carter Way. da  
Dave said there are 2 properties on Carter Way for tax sale, with interest the cost could be around \$400.00. He Suggested the properties could be used for storage, maintenance, a burn pile, etc. Brandon added "to vote for a maximum amount approved of \$2,500.00 for the purchase of the property, Parcel number 1022-15-001-110."

Open for Public Comment before Board action: Public comment was in support of a purchase.

Dave Akola made a motion to approve a maximum amount approved of \$2,500.00 for the purchase of the property, Parcel number 1022-15-001-110. Mark Bradshaw seconded the motion.  
Motion carried 5 Yes - 0 No.

2. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:

For discussion and possible action regarding installing a shutoff valve on a customer's water service. We can refuse to install a shutoff on the customer's property, or we could possibly get a release to any damage to the customer's property. da Tabled from January 12, 2022

Brandon commented the item should be in 2 parts: 1) We shall refuse to install a shutoff on the customer's Property or 2) we could possibly get a release to any damage to the customer's property. The second would create a need to go to the attorney for a liability form to be signed by the customer. Further discussions led to the conclusion that the board would vote on #1 (refusal to install), with no need to deal with #2.

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Open for Public Comment before Board action: None.

Mark Bradshaw made a motion to approve #1; We shall refuse to install a shutoff on the customer's property. Gerald Clark seconded the motion.  
Motion carried 5 Yes - 0 No.

3. For Discussion: A question from Fred Farley about the feasibility of renovating old GID office? (Trailer)

Larry said the office was closed because of mold in 3 walls and the safety to the staff. When the building was inspected there was also mold in the parking lot. Brandon commented that bleach and other products might help; anyway it would be worth a look to see if the mold could be mitigated. Maybe another inspection could be done.

**11. PUBLIC COMMENT:**

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Steve wanted to know when we would get water out of the new well? Brandon said after March 2022 the grant money would be available, then it would take 4 months to get a test hole and 12 months for the well test.

- 12. TRUSTEE REPORTS:** None

- 13. ADJOURNMENT:**

**Time: 7:03 PM**

Mark Bradshaw made a motion to adjourn. Gerald Clark seconded. Motion carried 5 Yes - 0 No

Minutes submitted by Board Secretary, George Barber