

**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:** January 12, 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:** Cody Black, Colton Dodge and Dwight Smith

**AGENDA APPROVAL:** For Possible Action: Board action to approve the January 12, 2022 Agenda.  
Public Comment before Board Action: None

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

**MINUTES APPROVAL:** For Possible Action: Board action to approve the minutes of the December 8, 2021 Regular Meeting.

Public Comment before Board Action: None

Mark Bradshaw made a motion to approve the December 8, 2021 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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WATER SAMPLING: All five routine bacteriological water samples on DECEMBER 8<sup>TH</sup> came back negative for Total Coliforms, including compliance sampling of Well #1 for Odor on Dec.29th.

**MAINTENANCE & REPAIRS**

Work Order Summary:

<b>TOTAL:</b>	<b>DESCRIPTION:</b>	<b>OFFICE (CODE):</b>
<b>10</b>	HIGH USAGE – LEAK CHECK	(1)
-	INSTALL NEW METER BOX / LID	(2)
-	DISCONNECTED FOR NON-PAYMENT	(3)
<b>1</b>	VERIFY COMPUTER METER READS	(4)
<b>2</b>	CHECK WATER PRESSURE	(5)
<b>1</b>	SYSTEM MAINTENANCE	(6)
-	METER MALFUNCTIONS / REPLACEMENT	(7)
<b>1</b>	WATER ON / OFF WITH LEAK CHECK	(8)
-	VERIFY METER STATUS ON / OFF	(9)
-	PULL METER PER CUSTOMER REQUEST	(10)
<b>4</b>	DISCONNECT WARNING NOTICE	(11)
<b>2</b>	INSTALL CUSTOMER SHUT-OFF VALVE	(12)
-	LOCK-OFF METER	(13)
-	AFTER HOUR CALLS	(14)
<b>4</b>	CUSTOMER REQUEST ON / OFF	(15)
<b>1</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:** USDA-RD grant application for drilling a new source well and water system upgrades has been submitted to the Nevada Board for Financing Water Projects for review, their board meeting was held on December 15th at 1:00PM and got approval.

**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.

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**Road Report:**

TOTAL MAN HOURS THROUGH DECEMBER 31, 2021:

220.10 HOURS

**MAINTENANCE & REPAIRS:**

**General Maintenance:**

Snow removal and salt intersections throughout district.

Changed street signs at intersection of TRD and Canyon, TRD and Andesite, Granite and Eagle Mtn, TRD and Red Canyon, Red Canyon and Bald Mtn.

Ditch Maintenance /Cleared sight lines at Limestone and TRD, Limestone and Gray Hills, Pearl and Diamond Court, Gray hills and TRD, and along Granite.

**Future Projects - Short Range:**

Complete patching of remaining areas on Topaz Ranch Drive.

Plan pothole & ditch maintenance tasks on Sandstone Road.

Ditch maintenance & brush removal will continue along ditch flow lines & 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 itches 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 storm water runoff & mitigation of overgrowth within ditch flow lines.

**Equipment Repairs:**

Regularly scheduled maintenance & greasing of district equipment.

12/13/21 Serviced 1986 International plow/sander to prepare for upcoming snow storms.

12/20/21 Transported Bergkamp to Pape Kenworth to have plow installed, the Bergkamp should be returning to the district the second week of January.

12/30/21 Les Schwab came out and repaired flat tire on 1986 International plow/sander.

**Safety Meeting: "WINTER WEATHER" – 12/20/2021**

Winter weather crash statistics, slips, trips, and falls.

**Board Report for December/January from Cameron McKay**

- Reviewed and submitted contract
- Discussed TREGID issues with Ross Cooper by phone
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  - Called WET Labs to confirm sample results had been sent to NDEP and ordered a bottle to sample odor at well per NDEP year end requirements.
- Received past correspondence from NDEP from Ross Cooper
  - Reviewed past sanitary survey
  - Reviewed sampling plan

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- Met with Ross cooper at NDEP to discuss noncompliance issues listed on 2020 sanitary survey.
- Met with Cody at TREGID office to go over past issues.
- Developed and completed monthly required documentation for submittal to NDEP.
- Assisted staff with completion of pumpage reports to be sent to DWR.
- Researched and reviewed TREGID water rights.

Public comment: None

### 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:

To approve a contract with Cameron McKay DBA Sierra Water Management to be our Water operator of record.  
bt

Cameron has worked with the TREGID starting on 12/15/21 and continued through 1/13/22.

Brandon read the current Cameron McKay DBA Sierra Water Management agreement. The following comments included Ryan Kolda who also offered his services as a water operator for the GID. Ryan went on to verbally give his qualifications. The board discussed the qualifications of both then Brandon commented they were basically the same. Cameron went on to say he carries 4 million in insurance with 2 employees.

Open for Public Comment before Board action: Public comment was also about qualifications.

Gerald Clark made a motion to approve a contract with Cameron McKay DBA Sierra Water Management to be our Water operator of record. . Dave Akola seconded the motion.  
Motion carried 5 Yes - 0 No.

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

To move Cody Dalhaus into the DOM position as the Acting DOM and provide him with the DOM Salary. If possible, can we provide back pay for the last month when he was acting in that position? bt

Open for Public Comment before Board action: Larry said he felt back pay to when he started was appropriate.

Mark Bradshaw made a motion to approve to move Cody Dalhaus into the DOM position as the Acting DOM and provide him with the DOM Salary. If possible, can we provide back pay for the last month when he was acting in that position? Gerald Clark seconded the motion.

Motion carried 5 Yes - 0 No.

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

If the contract with Cameron McKay is approved and Cody Dalhaus was approved. We would give Cody approval to advertise and hire a new field trainee. (temporary or part time) bt

Open for Public Comment before Board action: Tim Stevenson wanted to know if he could apply. Yes

George Barber made a motion to approve if the contract with Cameron McKay is approved and Cody Dalhaus was approved. We would give Cody approval to advertise and hire a new field trainee. (temporary or part time). Mark Bradshaw seconded the motion.

Motion carried 5 Yes - 0 No.

4. For Discussion and to approve, approve with modifications or conditions, or deny:

George Barber and Mark Bradshaw held interviews for the bookkeeper position and would like to recommend we hire Brittne Morris. bt

Mark Bradshaw went on to say that Brittne had already started the job. Also Mark and George reviewed applications and hired Christine Bradford for the front desk position to start 1/18/22.

Open for Public Comment None:

George Barber made a motion to approve the hiring of Brittne Morris and Christine Bradford. Mark Bradshaw seconded the motion.

Motion carried 5 Yes - 0 No.

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

Modification to the water system planning for the preferred/planned location of a new well source or sources and review of the draft recommendations from Shaw Engineering and McGinley and Associates. Cody Black

Cody Black and Dwight Smith gave a review of the Report submitted by McGinley and Associates/Dwight Smith (Hydrogeologist/Principal) for "Additional Potential Well Sites for the Topaz Ranch GID". The report stated the first site was south of TRE in the Antelope Valley close to TRE Well #1 with difficulties in securing an easement. The report then went on to discuss two possible alternative locations. A well within 300 ft of the existing TRE Well #6 and a municipal well on private property south of State Highway 208. The issue with the private well would be the

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NRS statutory notification of domestic well owners within 2,500 feet of that well. A complaint could trigger a 2 year delay because of the need for reports, applications to appropriate authorities, and a possible water rights hearing. The other possibility location within 300 feet of TRE Well #6 was the preferred choice.

Open for Public Comment: The main public concern was that Well #6 was in place but unable to produce a proper water flow now. A comment was made that a prior well at Well #6 was abandoned and a history should be obtained. Discussions continued around Well #6.

Mark Bradshaw made a motion to approve: Modification to the water system planning for the preferred/planned location of a new well source or sources and review of the draft recommendations from Shaw Engineering and McGinley and Associates. Gerald Clark seconded the motion.  
Motion carried 5 Yes - 0 No.

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

Discussion on cost of installing a shut-off valve on customer's line. Discussion and possible action. da

Need to rewrite the procedure. Agenda item was tabled

Open for Public Comment:

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

Discuss drilling new well(s) and where to do so. Discussion and possible action. da

See Agenda item # 5 discussed there.

Open for Public Comment: None

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

Discuss additional work to be completed under the USDA grant just obtained. Discussion and possible action. da .

Remove this item. Information not available at this time.

Open for Public Comment:

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

Discussion and possible action on hiring a Geotechnical firm to make recommendations regarding TRE roads. da

Brandon we will need a Request For Proposal (RFP) for this.

Dave hiring a Geotechnical firm makes sense because we would need it as documentation for possible future funding. Dave, also when the new water lines are put in, part of the job requirements will be to resurface the roads over the trench up to 6 feet wide with the proper road base and coating. This could help take care of some of the roads with grant money.

Open for Public Comment: Public comment supported the hiring

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Dave Akola made a motion to approve to advertise and hire a Geotechnical firm to make recommendations regarding TRE roads. George Barber seconded the motion.  
Motion carried 5 Yes - 0 No.

10. For Discussion: Propose board respond to face book misinformation as briefly as possible. Fred Farley

Fred discussed the Face book comments about the lack of snow removal and the misinformation about the received Grant money.

Brandon we will have the office follow-up on this and future postings...

Open for Public Comment: None

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

Board positions for 2022. Each position can have a nomination and can be voted on individually or after discussion we can make 1 vote for all five positions. bt

Mark made the comment that he thought the board positions were ok the way they are and the board agreed.

Open for Public Comment: None

Mark Bradshaw made a motion to approve the board making 1 vote to remain the same. George Barber seconded the motion.

Motion carried 5 Yes - 0 No.

**TRUSTEE REPORTS:** None

**ADJOURNMENT:**

**Time: 8:06 PM**

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

Minutes submitted by Board Secretary, George Barber