

**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: JULY 8, 2020
TIME: 6:00 P.M.
LOCATION: ZOOM CONFERENCE

Supporting material and the audio tape is available for public inspection at the TREGID office during regular business hours (8:00 a.m. to 4:00 a.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: wendytregid@gmail.com

CALL MEETING TO ORDER: Led by Chairman, Larry Offenstein **TIME: 6:02 p.m.**
PLEDGE OF ALLEGIANCE: Led by Chairman, Larry Offenstein
BOARD MEMBERS PRESENT: Larry Offenstein, Wendy Francis, Gordon Gray.
Mark Bradshaw, absent. Brandon Taylor, late.

STAFF MEMBERS PRESENT: Trevor Smith

INTRODUCTION OF GUESTS: Jason Cooper and Sharada Maligireddy, State Revolving Fund
Cheryl Couch, USDA RD
Cody Black, Shaw Engineering

AGENDA APPROVAL: For Possible Action: Board action to approve the July 8, 2020 Agenda.

Public Comment: No Public comment. Gordon Gray made a motion to approve the July 8, 2020. Wendy Francis seconded. Motion carried 3-0.

MINUTES APPROVAL: For Possible Action: Board action to approve the Minutes of the June 10, 2020 Regular Board Meeting.

Board Action: No public comment: Wendy Francis made a motion to approve the Minutes of the June 10, 2020 Regular Board Meeting. Larry Offenstein seconded. Motion carried 3-0.

PUBLIC COMMENT:

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. No public comment.

CONSENT CALENDAR

CORRESPONDENCE:

For Possible Action: Bills to be Paid for: June 2020

1. Water Bills: \$ 43,766.48
2. Road Bills: \$230,724.56

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Open for public comment before Board action: Dave Akola asked why the Road bills were so high. Wendy Francis answered it was the grant for the truck payment. Gordon Gray made a motion to approve the Consent Calendar. Wendy Francis seconded. Motion carried 3-0.

REPORTS

REPORTS – For Discussion:

- A. Treasurer’s Report: Nothing to report.
- B. Water Operator’s Report: Water samples came back negative for Total Coliforms. General maintenance.
- C. Road Report: Patching potholes using the new Bergkamp.
- D. Attorney’s Report: Not present
- E. Engineer’s Report: Reporting on agenda item 1.

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.
- (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: Guest speakers, Jason Cooper and Sharada Maligireddy, State Revolving Fund. Cheryl Couch, USDA RD and Cody Black, Shaw Engineering.

Open for Public Comment, no Board action: No public comment. Jason Cooper explained the State Revolving Fund and funding for the PER. He stated the funding for the PER will be presented to the SRF Board on 7/29/20. Cheryl Couch explained the USDA roll in the funding.

- 2. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny: To approve the updates to the District’s Operations and Maintenance manual, Emergency Response Plan, and Cross Connection Control Plan. ts

Open for Public Comment before Board action: No public comment. Trevor stated the is a State requirement and emergency contacts needs to be updated every 5 years. Gordon Gray made a motion to approve the updates to the District’s Operations and Maintenance manual, Emergency Response Plan, and Cross Connection Control Plan. Wendy Francis seconded. Motion carried 3-0.

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3. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny: To approve the hiring of a seasonal laborer at a starting wage of \$12.07 per hour. ts

Open for Public Comment before Board action: Trevor stated the new seasonal laborer is on board. Wendy Francis stated Trevor has the authority to hire and fire. Steve Mitchell asked if Trevor has the authority To hire and fire if he also sets the starting wage. Trevor said the starting wage is already set and a budgeted item. Sparky asked how long the Seasonal is hired for. Trevor said just during the summer months. Brandon Taylor arrived. Gordon Gray made a motion to approve the hiring of a seasonal laborer at a starting wage of \$12,07 per hour. Wendy Francis seconded. Motion carried 4-0.

PUBLIC COMMENT:

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 2 minutes per speaker, and speakers will be asked to sign in for the record. The Board will not act. No public comment. Michael Tanner asked about the wells. Larry stated the wells were shut down year ago. They were not producing and not up to current code.

TRUSTEES' REPORTS. None

ADJOURNMENT: Gordon Gray made a motion to adjourn. Larry Offenstein seconded. Motion carried 4-0

Time: 6:41 pm

Minutes submitted by Board Secretary, Wendy Francis