

**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: September 8, 2021
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 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: Gbarber1430@gmail.com

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: Trevor Smith

INTRODUCTION OF GUESTS: Randy Brock, Fred Farley and Steve Mitchell

AGENDA APPROVAL: For Possible Action: Board action to approve the September 8, 2021 Agenda.

Public Comment before Board Action: None

Dave Akola made a motion to approve the September 8, 2021 Agenda. Mark Bradshaw seconded. Motion carried 5 Yes - 0 No.

MINUTES APPROVAL:

For Possible Action: Board action to approve the minutes of the August 11, 2021 Regular Monthly Meeting.

Public Comment before Board Action: None

Mark Bradshaw made a motion to approve the August 11, 2021 Minutes. Gerald Clark seconded. Motion carried 5 Yes - 0 No.

For Possible Action: Board action to approve the minutes of the August 11, 2021 Special Meeting.

Public Comment before Board Action: None

Mark Bradshaw made a motion to approve the August 19, 2021 Minutes. Dave Akola seconded. Motion carried 5 Yes - 0 No.

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PUBLIC COMMENT: See the recording for a complete narrative.

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.

CONSENT CALENDAR

CORRESPONDENCE:

For Possible Action: Bills to be paid for: August 2021

1. Water Bills: \$ 37,237.75
2. Road Bills: \$ 2,379.90
3. USDA/Bergkamp: \$ 2,122.00

Open for public comment before Board action:

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

REPORTS

REPORTS – For Discussion:

- A. Treasurer's Report: None
- B. Water Operator's Report: Trevor Smith
- C. Road Report: Trevor Smith
- D. Attorney's Report: None
- E. Engineer's Report: None

Water Operator's Report:

All five routine bacteriological water samples on August 11th came back negative Total Coliforms. Monitoring samples required for disinfection-byproducts in the distribution system were also completed. Regular vault checks. Motor maintenance at Well #1 and Booster #1. Replaced a service saddle at 3900 Mica Ct. on 8/10/21. Repaired a Lubrication line at Booster #1 Pump #2. Mobilized a generator to NV Energy Systems for repair on 8/13/21. The inspection with East Fork Fire and the punch list was completed on 8/17/21. The final East Fork inspection was postponed to be completed after 9/9/21. Completed an installation of a new water service at 3780 Granite Way. On 8/29/21 a Transducer failed and was replaced at Tank #1 on 8/30/21. On Monday 8/30/21, Farr Construction completed the sandblasting and recoating of Tank #3. USDA-RD grant application for drilling a new source well and water system upgrades is in the final stages before we begin advertising for the bidding process. Continued work with Shaw Engineering reviewing information for system mapping and proper abandonment of old 4" water mains and with personnel at State Revolving Fund, Development Block Grant, and USDA-RD for project funding the drilling of a new source well and upgrades to the remaining 4" water mains throughout approximately 30% of the water system.

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Road Report:

Ditch maintenance at the Canyon Drive and Sandstone Road intersection continues. We have had inquiries about the drainage ditch between Bureau of Indian Affairs (BIA) land and the GID boundary line on the northern side of the parcels on Sandstone Road. TRE can't work above that. Randy Brock (resident) offered to help, but Trevor said we can't supply equipment. Jim Bishop with Bergkamp, Inc. came out to train staff on operations and maintenance of the FP5 machine on 8/26/21.

An application form to order the municipal plow for the Bergkamp from Worthen Equipment through Pape Machinery was submitted on 8/26/21. On 8/27/21, the order form for the new truck was submitted for order through Capital Ford in Carson City. We need to complete the remaining areas on Topaz Ranch Drive between Gray Hills Road and Sandstone Road, as well as areas between Ballman Way and Boulder Road. Plans are to begin pot-hole maintenance on Sandstone Road from Granite Way to Slate Road. Ditch maintenance and brush removal is planned to continue along the Sandstone Road ditch flowlines and 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.

Continued planning patching projects and ditch maintenance until all district roadways and drainage ditches have been maintained. Plan removal of accumulated sediment within the Topaz Ranch main flood channel and reestablish the easement width and proper drainage from Sandstone Road through to Highway 208. Rip-Rap ditches will aid with mitigation of overgrowth and brush within ditch flowlines.

Regularly scheduled maintenance and greasing will continue. We replaced air shocks to the back glass on the Volvo backhoe. A safety meeting on "Organization of Work Areas" was done on 8/23/21.

The meeting was about how work area set up impacts our ability to work safely and efficiently. Think about how rearranging certain things can lead to fewer hazards and create a more pleasant place to work in general. We hired a new guy yesterday with equipment ability so we have a full team. Dave said he noticed a TRE pick-up truck had a burnt out light. Trevor said he will take care of it.

Attorney Report: Brandon said he had spoken to our attorney (Michael Rowe) and all was moving forward.

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.

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AGENDA

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

1. For discussion only: Well 1 project. bt
Trevor said he had Cody out to review the project and he made a list of small things that the contractors would take care of on Well #1. Substantial inspection is complete. We are waiting for East Fork Fire for final inspection. Douglas County will not come out until the final has been done. Brandon said no new information is available at this time. Steve Mitchell so it's on target? Brandon yes. The only things on hold are the attorneys. Fred when? Brandon probably will take a week.

2. For discussion only: Drainage on public lands north of Sandstone on canyon needs to be dug out so runoff will drain to the east. Randy Brock

Randy Brock said first of all the guys that did the north east corner both guys did a good job. I didn't know why one guy had a bigger shovel then the other. Trevor, the lady on the other side wanted brush taken out so the culvert had the work done. We can do that kind of work, but once we hit the boundary area we have to stop. We can't take equipment beyond the TRE line. Contact with the BIA is being worked on to resolve the problem. Kenneth Cruz (Tribal) wanted pictures and said he didn't think that had anything to do with him and that Trevor should get a hold of Jerry M. (BIA). Trevor has left messages and is waiting for a return call. Then culvert running east to west is blocked on the east side not in TRE. Once permission to work outside of TRE Trevor thinks he could do the job in a couple hours. Steve Mitchell did we make it clear there's no cost to either party? Trevor said he thought they (the tribe) would probably pay us to mitigate the issue. I still haven't heard from the BIA as to who is the trustee of the property we need to contact. Mark we have to get permission. Again Randy Brock offered his assistance. Trevor I'm waiting for call backs from East Fork and the BIA, etc.

3. For discussion only: Thank you for doing a good job on the corner of Sandstone and Canyon. The problem is further up canyon where Indian land begins. Randy Brock

Randy Brock was kind enough to thank the guys for the work done at Canyon and Sandstone. Brandon said we appreciate a positive comment like Randy's.

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4. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny: Approval of a payment to Farr Construction in the amount of \$47,600.00 for sand blasting and recoating Tank #3. ts

Trevor they did a good job. Brandon I have a complaint they changed the bid and gave us a change order. Trevor said the original was short 3 feet on the estimate. The tank was measured 69 feet and the actual is 72 feet which is 900 square feet of extra paint, so the paint is the amount of the change order. It was an oversight that came to light when they ran out of paint. Trevor said it was his mistake. Clark wanted to know if we had to wait to put water in the tank? Trevor said the paint was on the outside of the tank. Tank #1 was done on the inside and then all the tanks were inspected.

Mark Bradshaw made a motion to approve the payment for \$47,000.00 to Farr Construction. Gerald Clark Seconded. Motion carried 5 Yes - 0 No

PUBLIC COMMENT: None

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TRUSTEE REPORTS:

Dave Akola had lunch with Cheryl Couch and others to discuss possibilities of funding. One of the plans was to send letters to all the GIDs in Douglas County to ask them if they would like to participate in a workshop to figure out how we can get some grant money and do some brainstorming as to the best way of going about it. John Sheridan met with the State Treasurer a couple weeks ago and they are aware that the GIDs were screwed when they had Federal funding where the money went to counties and left the GIDs out and so they're aware of that and they're going to see what they can do getting that corrected. We talked about there isn't any money available per se for roads just water and environmental and things like that. The replacement of the office building might be under environmental to be torn down and paid for a new one and possibly incorporate a new maintenance building also. We might get some Federal funding for that. John Sheridan is the GID trustee in Tahoe. A letter is going out to the GIDs, Trevor and Brandon to get at least 2 people to show up to the next meeting. Did we get a proposal from Matt Torley for time and material? Trevor No. Brandon it was going to be more like a letter. Trevor said he would follow up. Dave said we might be able to get the drainage worked on through environmental funds. Dave I'm trying to put as much as possible under environmental. Brandon said the Federal funds would go to the Revolving Fund. Dave if we get a grant writer and get into the system we are that far ahead. Fred said go to the meetings. Steve said we all in the same trough so get in first. Brandon was not wanting to be in a size distribution.

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ADJOURNMENT:

Time: 6:50 pm

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

Minutes submitted by Board Secretary, George Barber

DRAFT