



## GARDNERVILLE TOWN BOARD

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### Meeting Agenda

Ken Miller, Chairman  
Linda Slater, Vice Chairman  
Lloyd Higuera, Board Member  
Mike Philips, Board Member  
Mary Wenner, Board Member

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Tuesday, June 4, 2013

4:30 p.m.

Gardnerville Town Hall

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4:30 P.M.

 **Chairman Miller called the meeting to order and made the determination a Quorum was present.**

PRESENT:

Ken Miller, Chairman

Linda Slater, Vice-Chairman

Mike Philips

Lloyd Higuera

Mary Wenner

Mike Rowe, Town Counsel

Tom Dallaire, Town Manager/Engineer

Paula Lochridge, Main Street Manager

Carol Louthan, Office Manager Sr.

 **PLEDGE OF ALLEGIANCE- Ms. Wenner led the pledge of allegiance.**

 **FOR POSSIBLE ACTION: APPROVAL OF AGENDA, with public comment prior to Board action.**

The Gardnerville Town Board reserves the right to take items in a different order to accomplish business in the most efficient manner.

**Motion Philips/Higuera to approve the agenda.**

No public comment.

**Upon call for the vote, motion carried unanimously.**

 **FOR POSSIBLE ACTION: APPROVAL OF PREVIOUS MINUTES:  
May 7, 2013 Regular Board meeting, with public comment prior to Board action.**

**Motion Higuera/Slater to approve the minutes as presented.**

No public comment.

**Upon call for the vote, motion carried unanimously.**

 **PUBLIC INTEREST COMMENTS (No Action)**

This portion of the meeting is open to the public to speak on any topic not on the agenda and must be limited to 3 minutes. The Gardnerville Town Board is prohibited by law from taking immediate action on issues raised by the public that are not listed on the agenda.

Ms. Wenner was told when she was leaving the office today that within a half hour the town will be the proud owner of the gas station.

No further public comment.

 **CONSENT CALENDAR FOR POSSIBLE ACTION**

Items appearing on the Consent Calendar are items that may be adopted with one motion **after public comment**. Consent items may be pulled at the request of Town Board members wishing to have an item or items discussed further. When items are pulled for discussion, they will be automatically placed at the beginning of the Administrative Agenda.

1. **For Possible Action: Correspondence  
Read and noted.**

2. **For Possible Action:** Health and Sanitation & Public Works Departments Monthly Report of activities Accepted.
3. **For Possible Action:** Approve May 2013 claims Approved.
4. **For Possible Action:** Approve Budget Transfers for fiscal year 12/13 Pulled for discussion.
5. **For possible Action:** Approve the minor modification to the 613 debt fund for the 13/14 budget. Approved.
6. **For Possible Action:** Approve a special event application for Austin's House Poker Run Fundraiser scheduled for September 7, 2013 at Heritage Park and waive park fees. Approved.
7. **For Possible Action:** Approve a special event application for the American Cancer Society's team spirit rally for Relay for Life, June 12, 2013 at Heritage Park and waive park fees. Approved.
8. **For Possible Action:** Approve a special event application for a Celebration of Life Ceremony scheduled for July 20, 2013 at 9:30 a.m. at Heritage Park. Approved.
9. **For possible action:** Approve a grant in the amount of \$3,500.00 from Carson River Sub Conservancy District to assist in the Cottonwood slough stream restoration project, in which the town contracted with Nevada Division of Forestry in the estimated amount of \$7,834.24, and authorize the chairman to sign the contract with the Carson River Sub Conservancy District. Approved.
10. **For Possible Action:** Approve the letter of support to send with the grant application, the Town's \$25,000 in match funds for the Nevada Department of Transportation (NDOT) Transportation Alternative Program (TAP) grant which will fund the construction of the Martin Slough multi-model trail extending from the Martin Slough Ponds to Lucerne Avenue, and the Town's commitment to maintain said trail within the town of Gardnerville. Approved.

Vice-Chairman Slater asked to pull item 4 for further discussion.

**Motion Higuera/Philips to approve the consent calendar with item 4 pulled for discussion.**

No public comment.

**Upon call for the vote, motion carried unanimously.**



**Item 4. For Possible Action: Approve Budget Transfers for fiscal year 12/13**

Mr. Dallaire gave board members the new budget transfer sheets before the meeting. There were some differences in our numbers that we put in the budget but didn't make it to the final budget. We are waiting for a report on staff time to see where the differences lie. In benefits there was a discrepancy between the final approved budget and the numbers in my worksheet that were typed in. I am pulling a report on the personnel side to see what the differences were. We moved money around so it wasn't a negative number.

**Motion Higuera/Wenner to approve item 4 from the consent calendar.**

No public comment.

**Upon call for the vote, motion carried unanimously.**

## **ADMINISTRATIVE AGENDA**

**(Any agenda items pulled from the Consent Calendar will be heard at this point)**

11.  **For Possible Action:** Discussion on the Town of Gardnerville's insurance renewal proposal from the Nevada Public Agency Insurance Pool (POOL) and payment of \$24,468.41 for fiscal year 2013-2014 with public comment prior to Board action. Appearance by Bruce Hollander, Warren Reed insurance, with public comments prior to board action.

Mr. Hollander came on a pleasurable note tonight. The annual premium for the town went down from last year. Last year it was \$26,000 in round figures and this year it is \$24,468.41. In addition, there have been improvements in coverage. Property values have been increased two percent and it also includes about a \$60,000 increase in values for the additional equipment through the last year. Also this year the pool has added coverage called cyber security.

This coverage is basically for loss that the town may incur or be liable for for loss of personal information from the computer system. It would include claims for loss of income from people, or claims from people who have had their personal information lost and they use it to obtain information or charges through credit cards. Also included they would provide a security expert to determine the cause of the breach and the extent of the breach and services of an attorney to determine your obligations and assist you in notifying the individuals that are affected by the breach. If you desire to provide identity theft protection the coverage would also provide a contractor to provide those services to the affected individuals and services of a public relationship consultant if needed to keep your image intact and you won't incur any of the other losses.

Vice-Chairman Slater asked if the property has increased and equipment has increased why did the rates decline.

Mr. Hollander stated it was pool-wide. The vast majority of participants in the Nevada Public Agency Insurance Pool saw their premiums go down from the previous year. It is a combination of good loss experience and obtaining what they call the excess insurance at a more reasonable cost.

Mr. Philips appreciates every dollar you can save us.

No public comment.

**Motion Higuera/Slater to accept the insurance renewal proposal from the Nevada Public Agency Insurance Pool and approve the payment of \$24,468.41 out of the 2013/2014 funds. Motion carried unanimously.**

12.  **For Possible Action: Discussion on having the town sponsored Wednesday morning Farmers Market at Heritage Park, organized by Linda Marrone, Market Manager for the 3<sup>rd</sup> & Curry St. Farmer's Market. The town would assist with advertising, providing Heritage Park, closing Slaughterhouse Lane and a portion of Ezell to through traffic and provide some event signs during the market hours, with public comment prior to board action.**

Mrs. Marrone runs the Third and Curry Street Market in Carson City. I had approached the Carson Valley Inn about having a market there. The events center would not be done until August. I just wanted to express my opinion on why you should move your market from Lampe to your downtown. With the objective of Main Street it would be beneficial to you both as your goals and economically to have the market back here. The businesses around the market, for the four months the market is in progress, the tax base and sales are bumped. Carson City pays for a lot of things for our market, but our market is local. We have over 15 Nevada farmers in our market and 15 local businesses that are in the redevelopment district. We also partner with over 15 coming and going nonprofits. Our market never looks empty. We encourage people to walk, or bike to the market. We have a bike ballet. We offer free water. To get in the market you have to grow it, make it, or bake it. We don't want things in the market you can get at a variety of other places. We want things that are unique to Nevada, to Carson City and to the surrounding areas. We advertise our market. We are on Facebook. We have a website. We are members of the Farmers Market Coalition. We are members of Nevada Certified Farmers Market Association. If you look in this folder we were written up in a national magazine two years ago, Country Women. We have been in the paper many times. We put out recipes. We do cooking demonstrations at the market. We've done canning classes at the market. We really try and promote everything at the market. We have a billboard on a trailer off the main street across from the Ormsby House. Your market is stagnant. Whether you choose myself or Steve or you open it up for anyone, I think you need to look for someone that is interested in the food movement, vendors, has a local vibe and knows what is going on.

Ms. Wenner asked if all the vendors from Carson will come down here.

Ms. Marrone did not know. We have a shortage of farmers. The newest up and coming farmers are women, 40 percent. Some of them could not come on a weekday. We have farmers from Yerington, Fallon, Silver Springs, Carson, Silver City. Whenever you start a new market people want to know how can you ensure I will make money. Rick Latin is one of the premiere farming families in Nevada. For the past three years Rick has sold more at our market than the Reno market. I think the market starts and if you have a good turnout people start talking. Right now our market is overfull.

Chairman Miller pointed out we don't have anything to do with the farmers market in Lampe. If your market comes, they would be competing against them on the same day.

Mrs. Marrone believed the market that is better run, has better vendors, has better produce and that is downtown

is going to draw more people.

Chairman Miller asked if the market is successful and Carson Valley Inn says you can come down to their pavilion and hold the market, what happens to the market here.

Mrs. Marrone is just presenting the idea. I wanted to come and make the pitch. Is Heritage Park the right place? I don't know. Is Carson Valley Inn the right place? I don't know. In my opinion, I think the park is a better place than a casino.

Chairman Miller called for public comment.

Mrs. Lochridge stated, on behalf of Main Street Gardnerville, in the beginning of the program one of the goals was to have a farmer's market in the district. Since our program has evolved we have Heritage Park Gardens and it would be a perfect fit. I like the idea in the evening. I was curious if Carson doesn't go forward would they be able to do it in the evening on Wednesday.

Mrs. Marrone didn't know. It might be a concern of some of the farmers.

Kurt Hildebrand, Record Courier, received a note from the Recreation Department that the Lampe farmers market will not be open tomorrow because of Carson Valley Days.

Ms. Wenner has dealt with the Latin Farm in Fallon and all you have to do is call them if you want something delivered on Saturday and they will bring it. It would be nice if they would just bring it here.

Mrs. Slater liked the idea. Maybe you and Tom can work out some issues and it might be something we can move forward with as a partner.

Carol Sandmeier thought the concepts are important. That it is local. We want it to be something other than a craft fair. We want it to provide food and address the better health of the community. If we were to have anybody run that market somebody with an approach like hers would be the person to do it. It certainly coincides with all we are trying to do with the community garden too.

Public comment closed.

Chairman Miller had discussed a flat fee of \$100 per month. That would give her a chance. It would just pay our expenses for the street closures and things like that. The other concern is the dynamics of having it on a Wednesday morning. Linda made a good point that people work during the day and we don't have the shoppers.

Mrs. Marrone didn't think it went with the Main Street theory, having the market when businesses are closed.

Vice-Chairman Slater agreed there is more accessibility in the lunch hour.

Mrs. Marrone mentioned the morning market the food will look better and it will be fresher. I can tell you whether I can do morning or afternoon after the meeting in Carson. If a new market comes in it could be the demise of one or the other two. It happens in business. A benefit to waiting until next year is when farmers are planting and they know they are doing four or five markets, then they plant for that.

**Motion Higuera/Slater to have Tom follow through, gather information, keep us informed with a direction toward planning a market for 2014 and have further discussion at the board level.**

No public comment.

**Upon call for the vote, motion carried unanimously.**

**13.  Not for Possible Action: Discussion on the Main Street Program Manager's Monthly Report of activities.**

Mrs. Lochridge commented on the farmers market. If there is a day and time that is selected for 2014, Main Street would do our best to work with the businesses to try and have them open at the same time. We have changed our monthly meetings to the third Tuesday of each month beginning this month. That was to accommodate Tom's

schedule because the board wanted him to attend. The weather was a little under-weather for the very first wine walk of the season. There were about 250 people. 74 people were new to the event. We have to have somebody enter all the data into a spreadsheet for us, but we had people from Carson City, Reno, South Lake Tahoe, Carmichael, California, Lakewood, Colorado, and Canada. We are involved in a co-op ad in Reno-Tahoe Getaway magazine in all the area hotel rooms. I am hoping we can get that input and at the end of the season see if it paid off for us. Our July 4<sup>th</sup> event is going well. Our sidewalk gallery will be updated at the end of this month with more beautiful artwork from the Douglas High School photography students. Since Carol is here and the chair of our design committee and the Heritage Park Garden committee I would like to have her speak about the annual swap meet they just had at the park.

Mrs. Sandmeier had a successful second open house, plant sale and swap. We had quite a few new people show up at the garden. It was nice weather and a good turnout. Everybody worked hard. We had 19 volunteers. We had some plants leftover that people are now calling and asking if I have more tomatoes. Our sales have continued on. Genoa Trees donated 100 trees. We are selling them and they are pure profit for the garden. We have 24 trees left to sell. It has been a wonderful fundraiser for us.

Chairman Miller felt they need to be planted as soon as possible.

Mrs. Sandmeier has the trees on drip now so they don't have to be over there every day.

Chairman Miller worked on the open house on Saturday and people had a lot of questions about plants. With the team of volunteers, some of them master gardeners, there were a lot of good answers and we will get more interest in the town in the future because of that.

Mrs. Sandmeier mentioned the labyrinth is well under way thanks to Tom and his brother.

Mr. Dallaire reported last night they coordinated with Barry Jones, Carson Valley Movers. He let us use two of his trucks to get 62 adopt-a-pots after we picked up 21 hanging baskets from Smith Valley which are humongous. They do such a good job. That program is top notch and they are really excited about it. They love doing this program. This year the flowers are bigger. They are really heavy. They are going up in the morning. We have a Sertoma trailer for tomorrow to get the 18 pots from China Springs. We will get that first thing in the morning. Staff will start hanging them at 9:00 in the morning, get the high school flowers and then finish off with the Smith Valley flowers. Everything is loaded and prepped for tomorrow. Mr. Jones did us a great service today.

Mrs. Lochridge added Greg Lynn offered the use of his vehicle on Wednesday but we didn't need it. We still have some baskets available for sponsorship as well as the adopt-a-pots. The sponsorships help to cover the cost, somewhat, of the watering. We want to keep the cost down to the community, but we still need the support of the community to get the rest of them sponsored.

14.  **For Possible Action: Presentation and discussion on the revised flood analysis and channel construction on the 7.43 acres acquired from the Hellwinkel Ranch, for the revised flood channel and pedestrian trail plans located between Toler Ave to the Chichester detention pond on APN: 1320-33-402-080. The pedestrian trail and channel contains a portion of the project funding through the State Lands Question 1 funding. The town board will discuss the options to proceed with the construction of the plans as designed or discuss alternative options. Presentation by Denton Peters, P.E., NHC, with public comment prior to board action.**

Mr. Denny Peters, Northwest Hydraulic Consultants, will give a quick review, a preview of where we have been with the preliminary designs and flood plain analysis of those designs and then maybe a preview of what we think we could do. I should have some recommendations that might be the next steps. (Power point presentation on the Hellwinkel Flood Channel.) One recommendation would be to do a better model.

Mr. Dallaire some of the other issues are we will only be building the dirt work part now. There are three different phases shown.

Mr. Philips asked how much you would gain by going 22 by 5.

Mr. Peters answered we can get it up to about 400 cfs. The 400 cfs is important because they can get more flow directly to the mouth of these improvements. The flow line for Martin Slough does not reside at the lowest part in the neighborhood. It is perched. Tom has some ideas of collecting water and trying to pipe it back to the channel at Eagle Gas. Doing some peripheral improvements along with an upsized culvert to try to capture as much of this wayward

flow as we can and encourage it to get back to the channel is not easy. The other recommendation is have us work with Tom and yourselves to come up with a stormwater master plan for this area that looks at possible or feasible alternatives and cost benefit some of them so we know it is reasonable. We could come up with some preferred alternatives and phase them. It would be beneficial to have a master plan and say here is what we can do.

Mr. Dallaire pointed out the ultimate goal was to do the trench to get rid of the floodway. We can do a report to Q1 to give them Denny's plans and revise the project to utilize the funding to build the trench. I would propose the other phase be the actual culvert if NDOT participates. We can move on the pathway, which is critical, to have access for the kids from that side of Chichester to GES without having to go around through the subdivision and open up the multimodal trail clear to Jake's Wetlands. There are a lot of options. I will be giving an update to State Lands to figure out what direction we will be going. The contract we had NHC under was the HEC-RAS sections. We didn't really cover the FLO-2D. The existing model that Manhard did originally was a 60 by 60 grid and that is too big for this small of a site. We need to do a FLO-2D in a 20 X 20 foot grid. That would mean revising the NHC contract.

Mr. Peters' recommendations would be a storm water master plan for that region. We need a FLO-2D model in greater detail because we have to take that to FEMA with a CLOMR. We could, with that FLO-2D model go directly to FEMA as a separate submittal for a LOMR to say regardless of this channel here is what the new mapping should look like.

Mr. Dallaire would say we need to do the FLO-2D model before we go to Q1. My next step is to find out if I have to reduce the funding from \$307,000 or can we keep it. We are still throwing money at the contract for preparing all these documents, but we are also throwing money at doing the earthwork and the trail. We have already paved the pathway from the end of concrete walk in the ponds all the way around to the edge of Canderle's property. Now we have a plan and we either pull the trigger and get it built or hold off until we come up with a master plan. Can we get a price for the FLO-2D?

Mr. Peters will work on that. That wouldn't be a single effort model. That would be integral to the storm water master plan.

Mr. Higuera commented there are a lot of ideas floating around. I think we should have a storm water master plan, put it in the CIP and go to the county.

Vice-Chairman Slater we know how slow FEMA moves. Whatever we do is not going to take the houses out of the flood zone for many years. But we don't want to lose the Q1 money. Is there something we can move forward with to utilize that money at this point?

Mr. Dallaire will talk to the state about it and submit the proposal. We will be working on a master plan and analyze this further to see if it will be a huge benefit. It is of benefit right now in that it is moving the flow around and to the channel itself.

Vice-Chairman Slater doesn't want to see that Q1 money go for a study. I would like to see it go towards something we can actually see the results. It won't alleviate the entire problem. Then we could do the master plan and phase those in with the cost analysis attached. Let's utilize the Q1 money for whatever improvement we can where we can see some sort of benefit today.

Mr. Dallaire thought the pedestrian trail is a big key if we can split it 50-50, get the earthwork done. We are ready to get the plans up and running. The FLO-2D model would give us a more comfortable feel on what actually will happen through the area and then give us, in the future, our phases. But if we get started on the FLO-2D then we can go through later and analyze this as a master plan document. The fast track would be the channel. Take what we have and do a master plan. I will set up an appointment this month with Q1, talk to them and get some copies of the plans. Do you want to change phase 3 on the contract or do a new contract?

Mr. Peters would eliminate the third phase and start with a more specific plan.

No public present.

**Motion Higuera/Miller to direct Tom to put together a phased stormwater master plan using staff and consultants and taking advantage of all grant funds that are available keeping mind that some of the grant funds will not be available forever, and for presentation to the Board. Motion carried unanimously.**

Mr. Rowe asked when you say “using the consultants” you are approving the concept of revising the NHC contract?

Mr. Higuera agreed.

15.  **For Possible Action: Discussion on Resolution 2013-03 amending Section 18.06.100 of the Douglas County Code relating to garbage and trash collection with the Town of Gardnerville; providing for deletion of existing language inconsistent with the current Town of Gardnerville Health and Sanitation Department practices and procedures; and providing additional language consistent with the Town of Gardnerville Health and Sanitation Department practices and procedures; and providing other matters properly relating thereto, with public comment prior to board action.**

Mr. Rowe passed out a final draft resolution. Attached to it is the ordinance that you would propose to the commissioners. Tom has gone through it and I have gone through it. It is up to the Board to pass the resolution which would be transmitted to the commission. Carol had asked whether you are required to have two hearings on this because of the enabling ordinance that requires two hearings on any fee related proposal. But this does not affect fees. So you can pass the resolution this evening. You are not adopting a new fee or amending any existing fees. It is more of a policies and procedures resolution than it would be a fee resolution.

Mr. Dallaire explained this resolution came up because we are having some issues with a few of the residents in town. In town policies we are limiting residents to no more than two cans. In the County code it says they can have as many cans as they want. We just wanted to clarify that. There were a couple other clarifications in here as well. Carol has provided a corrected version. All the red were things we came up with based on things I heard from Ken and Linda on our discussion over breakfast and we wanted to get the rest of the board’s input on it.

Vice-Chairman Slater asked to clarify item 2. It spells out two trash and two greenwaste cans, is that correct? It is not spelled out specifically in the one that has the red highlights.

Mr. Dallaire thought that was a clarification that Mike was making. I put a maximum of two roll out carts. The greenwaste is on one day and the trash is on another. There will be a time when there might be two greenwaste days. Two bins is plenty.

Vice-Chairman Slater mentioned Minden has a trash container that they put at a certain location where people can bring extra trash. Is this anything the town has thought about doing?

Mr. Dallaire responded we have an additional greenwaste bin at the maintenance facility.

Vice-Chairman Slater asked if they could have something like that for trash where they can publicize it. It’s free to the public and it’s better than finding it out on Pine Nut Road.

Mr. Dallaire will find out. Any resident can rent a trash dumpster. It costs \$25 for us to dump it. That’s what we charge the residents. Minden provides residents a bin two times a year.

Chairman Miller asked if we pass this resolution tonight and you start picking up trash, if someone has four cans are you going to go and pick up the extra bins and cart them away that same day.

Mr. Dallaire answered not until we send out letters. We would have to let the residents know or the guys can tape it to their cans.

Vice-Chairman Slater drove around town and I have to tell you I did not see one set of two cans out of compliance where the arms would not be able to get around them. I just want a little flexibility. Is this a major problem with the drivers that they can’t get in there to pick them up?

Mr. Dallaire believed the main problem is we can’t get along the edge of where the trash cans are. People park on the street and park right up against a can. We can’t get along the edge of the curb. We have to have at least six feet to be clear of an obstruction. And maybe we add “to prevent personal property damage.”

No public present.

**Motion Higuera/Wenner to approve Resolution 2013-03 amending Section 18.06.100 of the Douglas**

**County Code relating to garbage and trash collection within the Town of Gardnerville. Also approve an ordinance to be submitted to the Douglas County Board of Commissioners amending Douglas County Code Section 18.06.100 and also the recommended changes that were mentioned this evening by the Board. Motion carried unanimously.**

16.  **For Possible Action:** Discussion and direction regarding an update to the status of the development agreement for Aspen Mobile Home Park and review the partnership agreement with the Town, County and NDOT to construct frontage improvements to State Route 756 from Highway 395 to the Lutheran Bridge over the Carson River, and modified conditions of approval, with public comment prior to Board action.

Mr. Rowe and Tom met on May 7<sup>th</sup> with Mimi, Brandy and Cynthia Gregory from the DA's office. We went over the conditions in the original development agreement for Aspen Park. Mr. Rowe went over the background information for Board members. The whole reason this came up was the county has a two year review of all development agreements. The bottom line is they are going to pass an ordinance repealing the Aspen Park agreement finding that all of the conditions have been satisfied.

Mr. Dallaire advised Ann is interested in finishing some of the work, the sidewalk along the original development of Aspen Park, south of the main entrance. I will be meeting with Ann this month to discuss the future sidewalk improvements along the highway. I will also talk to her about maybe participating in a pedestrian bridge. It was a requirement of the town at the time. If she will help fund it maybe we can get NDOT to be a little more serious about doing that project. We have submitted it as a project to NDOT since I've been here. We have talked with NDOT about doing a pedestrian bridge on 756 and Douglas has made it a priority. I will resubmit for a grant next year. There is also an agreement to rescind the future improvement cost contribution agreement. I can give Ann a copy of ours. We never did get this finalized. It is important to get that signed.

Mr. Rowe will leave the updated agreement with Tom. It is updated with the current month, year, APN and has the blanks filled in. I don't see there is much choice but to approve and authorize the chairman to sign. It is well past the six year statute of limitations for enforcement of contracts. There is no way we could go back and try and enforce the original cost contribution agreement because it has been too long. I would recommend the Board approve the agreement to rescind and as soon as Tom has Ann's signature the chairman can sign it, get it recorded and off the books. The county has it on their agenda for specific action to repeal the development agreement. This is just closing the door and opening a new one when Tom meets with Ann. Everybody but Ann signed off on the agreement.

Ms. Wenner noticed people walking or biking actually stop to make sure cars go over the bridge before they do because it is really close. You can't ride a bike and have cars go by you at all.

No public present for comment.

**Motion Higuera/Slater to sign the agreement to rescind the Future Improvement Cost Contribution Agreement with Aspen Mobile Home Park. Motion carried unanimously.**

17.  **Not For Possible Action:** Discussion on the Town Attorney's Monthly Report of activities for May 2013.

Mr. Rowe reported there was not too much in addition to what we have already talked about on the agenda. I did speak with Steve Harris who represents the Holder Group. He had applied to the court and received approval for the debtor to continue to pay for essential services. I have a weekly email exchange with Marie to see if she has gotten paid for the back due amounts. Neither has paid yet. The Holder Group just filed, so it will be a while before they come out. Different questions Paula raises have been asked and answered. Two things: in January Tyler turned in his notice saying he was leaving the office at the end of the school year. Our new associate is Debra Amens. I will bring her to the next meeting. I have talked with Tom. We all were very close with Tom Cook. He was a good friend and long-time client. I am working with Tom and Dink to get a tree put in Heritage Park in memory of Tom. I will go forward with that. Hopefully have it done by the 20<sup>th</sup> which is when the memorial will be in the park.

Chairman Miller shared Rose seems to be doing very well.

Mr. Rowe added she has had a lot of support from family.

Vice-Chairman Slater asked if Debra Amens is going to be the replacement.

Mr. Rowe didn't know. She will probably cover general and, if necessary, Jim, depending on what is going on in a particular month.

Vice-Chairman Slater asked if his intention is for her to replace Tyler.

Mr. Rowe replied technically the answer is yes to both. She is replacing Tyler but Jennifer, Jim and I require assistance with various client matters. That is typically provided by the associate. You have to plan for your own succession.

**18.  Not For Possible Action: Discussion on the Town Manager/Engineer's Monthly Report of activities for May 2013.**

Mr. Dallaire reported the microsurfacing is done. I can tell you right now the residents were not happy during the construction and closure of the road. After three projects with the same layout and same problems the residents of Chichester do not know there are other entrances into the subdivision besides Gilman. With more traffic it will get smoother with time. VSS was great to work with. They did a spectacular job with the traffic control. We did rent the reader board to warn people. But we still had the issue with the Ranch being isolated. There was a detour to send them out the dirt road and come out at Zerolene. It's done and we will see how it goes. Everybody I talked to says it will slow the cracking down. If it does, great, we will continue. With road surfaces and having that on top it will help tremendously. The Wal Mart items are being done right now. Stop signs on Carrick and Grant are being installed. Town staff has installed seven signs around town. The water is still flowing in from the Virginia canal. We traced it back this month to Evergreen Health Care. There is water flowing into their storm drain which is directly connected to ours. So water from the hospital and Evergreen are draining in and through the public system. That is part of the problem. The other problem is under the ground there is gravel and sand strata that water flows through. It is the trench where the pipe was installed, flows down the trench bedding and into the ponds. That's how the water is getting in there just in case anyone asks. We are pumping it out every once in a while to keep the mosquitos out. It takes about four hours to pump water out with one pump. They are supposed to be fixing the second pump. That is on the punchlist of items. We have put in moss repellent. They are working on a solution to the problem. Once that is all fixed it will come back to accept the improvements. The garden labyrinth is about half finished. My brother and I helped them spread the base material and get it compacted. We laid it out, surveyed it and are helping them with the base. The Cottonwood project is complete.

Chairman Miller asked about the palm reader building.

Mr. Dallaire spoke with Tab Hunter, the owner of the building. He was in today. He loves the town. He is redoing the outside. He is asking if we would be interested in doing the sidewalk improvements and adding a tree and a grate. We're going to plan that and also the Kelly building at the same time. We will have to go to NDOT for permitting. The owners of Hamdogs want to come back to the Board about the expansion of their casino. They want to do poker tables and be on the poker tour. Right now the way the business works they are mainly just a restaurant. He loves the valley. They are opening a place in Reno on Plumb and Lakeside. He needs our support on modifying the zoning that is out there.

Vice-Chairman Slater asked if they will have compliance to remove the old bus in the parking lot. If not, make that part of the condition of approval for zoning change.

Mr. Dallaire is trying to push the current owner. He wants to do the whole shopping center with a facelift. He wants to create a fund for local trails and put proceeds into another fund from a nonprofit base to build trails along the valley. We are working on trying to get some lengths and distances on what additional length of trail it would take it get to Industrial Way. Southgate, I have letters in my truck to deliver to the individual businesses. I have to talk to the fire department.

Vice-Chairman Slater suggested making it a one-way.

Mr. Dallaire thought that was a great idea.

Vice-Chairman Slater thought they might be able to add some parking on one side if it was made a one way.

Mr. Dallaire reminded everyone Movies in the Park starts next Friday, Journey 2.

**Motion Higuera/Wenner to adjourn at 8:10 p.m.**

No public present for comment.

**Upon call for the vote, motion carried unanimously.**

Respectfully submitted,

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Ken Miller  
Chairman

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Tom Dallaire  
Town Manager