



## GARDNERVILLE TOWN BOARD

### Meeting Minutes

Lloyd Higuera, Chairman  
Mary Wenner, Vice Chairwoman  
Cassandra Jones, Board Member  
Ken Miller, Board Member  
Linda Slater, Board Member

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Contact: Carol Louthan, Office Manager  
Senior for any questions or additional  
information. You may also view the  
board packet online at the town's website.

Tuesday, August 4, 2015

4:30 p.m.

Gardnerville Town Hall


**INVOCATION** – Pastor Lon Smith, River Ministries

**4:30 P.M.**  Chairman Higuera called the meeting to order at 4:31 p.m. and made the determination a quorum was present.

PRESENT:

Lloyd Higuera, Chairman  
Mary Wenner, Vice-Chairwoman  
Cassandra Jones  
Ken Miller  
Linda Slater

Michael S. Rowe, Town Counsel  
Tom Dallaire, Town Manager/Engineer  
Paula Lochridge, Main Street Program Manager  
Carol Louthan, Administrative Services Manager

 **PLEDGE OF ALLEGIANCE** – Linda Slater led the flag salute.

 **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.

Mrs. Jeannie Lamb was wondering when they were going to start filling in the cracks in the street again.

Chairman Higuera asked what area?

Mrs. Lamb answered Cardiff Drive.

Mr. Dallaire is working on a plan now.

No further public comment.


 **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 Wenner/Miller to approve the agenda as written.**

No public comment.

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

 **FOR POSSIBLE ACTION: APPROVAL OF PREVIOUS MINUTES:  
July 7, 2015 Regular Board meeting, with public comment prior to Board action.**

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

Mrs. Jones pointed out that it should be the July 7, 2015 minutes.

Mr. Miller's motion was to approve the minutes in general.

No public comment.

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



### **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.

**Motion Jones/Slater to approve the consent calendar.**

1. **For Possible Action:** Correspondence  
Read and noted.
2. **For Possible Action:** Health and Sanitation & Public Works Departments Monthly Report of activities  
Motion to accept.
3. **For Possible Action:** Approve July 2015 claims  
Motion to approve.
4. **For Possible Action:** Approve Gardnerville Special Event Application for the 25<sup>th</sup> Annual Carson Valley Sertoma Oktoberfest scheduled for September 13, 2015 in Heritage Park, designated a Class II use per park use and reservation policy.  
Motion to approve.
5. **For Possible Action:** Recommend approval of a Douglas County Outdoor Festival Entertainment Event application for Carson Valley Sertoma Oktoberfest, September 13, 2015 from 12:00 p.m. to 4:30 p.m.  
Motion to recommend approval.

No public comment.

**Motion carried unanimously.**

### **ADMINISTRATIVE AGENDA**

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

6.  **For Possible Action:** Discussion to approve Proclamation 2015P-02 recognizing the week of August 10<sup>th</sup> through August 16<sup>th</sup>, 2015 as Brain Injury Awareness week; with public comment prior to Board action.

**Motion Slater/Wenner to accept and approve the Proclamation 2015P-02 recognizing the week of August 10<sup>th</sup> through August 16<sup>th</sup> 2015 as Brain Injury Awareness week.**

No public comment.

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

Mr. Dallaire read the proclamation.

Mr. Smith shared information on traumatic brain injuries.

Mrs. Jeannie Lamb asked if they've ever implemented any program or given out literature to the schools or students so they have an understanding of that.


Mr. Smith believes they have done a few lectures at the 3<sup>rd</sup> or 4<sup>th</sup> grade levels in town.

Mrs. Lamb asked about the middle school and high school.

Mr. Smith is working with the Partnership for Community Resources to get that into the schools. They are trying to get school programs.

Mrs. Lamb asked since the schools aren't in session yet is there any way to get the information to the faculty.

Mr. Smith gave Mrs. Lamb his contact information if she has any more questions.

7.  **For Possible Action:** Discussion and presentation by Stantec Consulting, regarding the results of the June 27<sup>th</sup> Gardnerville Station workshop and selecting the proposed site elements, building color, wall design options and color, gateway sign concept, discussing the three information signs and concepts the board would like to pursue, Discussing the budget and future phases, providing direction to staff to proceed with the 2016 CDBG project application to Douglas County; with public comment prior to Board action.

Cynthia Albright, project manager at Stantec Consulting. With me here today is Pete Dube' and Alex Malm from the Dube' Group Architecture. They will also participate in this presentation. We have five items on the agenda: community outreach, site plan, site features, cost estimate and what the next steps are. (Power Point presentation given)

Mr. Pete Dube' wanted to talk about the rehabilitation of a property that has received federal funds and the property itself has been deemed eligible for listing on the national register of historic places. As a result, we are required to meet the secretary of the interior's standards for rehabilitation, which are specific on what we can do. We also have to look into adaptive reuse of historic gas stations. The standards taken together require the proposed use of the site be compatible with the original design. That means we have to retain the character defining features of both the interior and exterior.

Ms. Albright continued her presentation. There were 22 people at the community meeting. This option received 9 votes with the painted brick color along the areas that are brick now with a slightly brown roof and dark slate gable. The shade structure concept would actually be solar panels. The monument sign that was preferred by almost everyone at the meeting was a series of curving brick columns with raised laser cut letters. What it says is open for suggestions. The screen wall option preferred at the meeting was the dark charcoal wood fence on top of a brick base. The wood would be the same color as the parapet.

Mr. Alex Malm talked about the interior of the building. We have four different floor plans: tables, board option, lecture option and gallery with modular walls.

Ms. Albright went over the probable costs. Phase 2b (storm drain improvements) is not included in this calculation. The projected budget is \$554,531.96, with contingencies adding another \$267,699.86 for a total of \$822,231.82. You can break this project into more fundable phases. We have a separate line item for just interior furnishings. There are grants available for furnishing. We have a community development block grant award application that is due in September. There is a rezoning and design review process by Douglas County that has to take place to turn it into a public facility zoning designation. Candace will work in finalizing the Section 106 process. We have worked with Mara and her team at SHPO to the point of knowing what we can and cannot do. She has not seen the overall design concept yet. We feel pretty confident the Section 106 process will take time but she won't throw us to the curb. The final phase would be the stormwater improvements and the NDOT right-of-way dedication.

Mrs. Slater asked about the concept for the canopy. It appears to be off to the side.

Ms. Albright explained this is just a visual simulation of how the canopy sits on the site in perspective. But in reality the way it would sit is in front of the roll up doors.

Mr. Miller noted if you look at 7-8 and 7-12 or 7-9 and 7-13, you can almost match what goes with what.

Mr. Miller felt the interpretive panels should be changeable.

Ms. Albright's team could create a huge map of the area and all the offerings in the surrounding area. One of the three interpretive panels could be the map. It can be regularly updated and it is very inexpensive.

Vice-Chairwoman Wenner likes option 2.

Chairman Higuera called for public comment.

Mrs. Jeannie Lamb is really impressed with the change that will occur. I just wonder what the neighborhood thinks. Are they concerned about excessive parking on their street? Have there been any comments?

Mrs. Slater shared they have had public meetings.

Mr. Miller advised there were two residents on Mission that came to the public meeting and they did not have a parking concern at all. They were glad to see the building being improved.

Mrs. Jones added that was Mr. Nishikida's response at the meeting as well.

No further public comment.

Mrs. Jones talked with Mr. Nishikida and he mentioned he liked the darker color better. My other comment is on the interpretive panels, the stand-up one, I like the tie in, but for functionality in Nevada it is too windy for anything upright like that.

Chairman Higuera likes the look of the lower panel. Why don't we go around and each express our opinions. Then we will come to a consensus.

Mrs. Slater likes option 1, the lighter colors. I do prefer the top interpretive panels. They look sturdier. I don't know that we need five panels. That is something we can determine later.

Mr. Miller likes the lighter colors because the interpretive section is right up against the wall and it would generate heat. The lighter will be less heat and the interpretive panel on top with the four or five panels would really accent if we use the brick that Tom has.

Vice-Chairwoman Wenner likes the dark color. If it was January and it was snowing outside you would like the dark color. It looks very professional and clean having the darker color. I just watched the Minden flag pole go back up because of the wind. I agree it would be better to have the interpretive panels on the bricks.

Mrs. Jones' choice is option 1, not because of the heat issues. It's the visibility. This is a visitor's center and dark walls and dark paneling fall way. We want people to see the building from a block or more away.

Chairman Higuera voted for the lighter color at the meeting and will stick to that. As far as the wall, the curve brick sign.

Mr. Dallaire reviewed option 1 is what prevailed in the workshop by one vote.

Ms. Albright believed SHPO will prefer the darker fence color. But more importantly that fence will be a backdrop to all your landscaping. When the fence is darker everything in front is brighter.

Chairman Higuera stated they still have the sign to deal with. We agree with the type of sign but what do we want it to say.

Mrs. Slater's concern is the "Welcome to Gardnerville" sign is south of town. We certainly don't want to infringe on any business south of town.

Chairman Higuera agreed. We have a program called Main Street Gardnerville. Seems like it makes perfect sense.

Mrs. Lochridge pointed out since we don't have a state program in place officially we are not Main Street Gardnerville until that time. They are allowing us to use Main Street Gardnerville because it's copyrighted. We would need to get written permission from the National Main Street Center for us to do that. Maybe have that as your first option and then have a backup.

Chairman Higuera likes the Main Street concept because Gardnerville stretches quite a distance.

Mr. Dallaire asked if they still wanted the "welcome" but just Main Street instead of downtown.

Mrs. Jeannie Lamb, being a retired school teacher, I am concerned with the students. Nothing was mentioned about connecting something from the street for safety of walking across the street.

Mr. Dallaire explained about the NDOT project for crosswalks. He is meeting with NDOT on Thursday.

Chairman Higuera informed Mrs. Lamb the town has been working with NDOT on these crosswalks for three years and hopefully it will finally get installed.

Mr. Dallaire advised what Stantec is providing are the documents that will go forward at the next CDBG cycle for next year. Then we can do just the building or site. We can get working on the building and do this in phases. That will give us time to work with NDOT on the S curve.

Mr. Miller asked if after they approve this tonight, we could post the conceptual drawings in the window at the gas station so people can see what is going on.

**Motion Jones/Slater to use option 1 building colors and associated fence color, the sectioned brick wall sign stating “Welcome Main Street Gardnerville” and have staff prepare the application to Douglas County for the 2016 CDBG funding cycle to continue funding the project.**

Public comment.

Mr. Linderman is concerned about how sturdy the raised letters will be when the high school kids start pulling on them.

Ms. Albright can't promise they won't pull them off. They are solid laser cut metal and they are drilled into the brick form and bolted in.

No further public comment.


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

8.  **Not for Possible Action: Discussion on the Main Street Program Manager's Monthly Report of activities for May 2015.**

Mrs. Lochridge reported Mrs. Sandmeier actually has an old restored Shell gas station pump that they will donate to this effort. Mrs. Jones posted a wonderful review on our Main Street Gardnerville Facebook page. (Mrs. Lochridge read the review) If you aren't following us on Main Street Gardnerville please do so if you are on Facebook. We did have another Facebook comment that I included in board packets. That was posted by Leslie Burnside. She was told that Reno Sparks could learn a lot about charm from Minden-Gardnerville. Thank you Ken for arranging for us to have flyers in the welcome packets for the Aviation Roundup. We did get a signed agreement from the Carson Valley Masons, so we have a home for our Basque mural. I am hoping the county commissioners will let us transfer the permit fee we already paid to have it on the Pyrenees,

Mrs. Jones would impress upon the commissioners that a simple transfer of that fee would be appreciated in light of the financial impact the compensation study is going to have on us. A few hundred dollars would show some good will.

Mrs. Lochridge finds herself, being the only employee for Main Street, having very limited time to do all the meetings and social networking needed. So I arranged with the directors from the Chamber, Visitors Authority and Minden Main Street for us to start meeting once a month for lunch. Tom, along with AJ Frels and Scott Bergan are going to meet with Jeff Stumb on Monday. He is the director of the Great Race. They will show him what we would like to set up and get his input on it. Reminder, we have our next Main Street Mingle at Jacobs Family Berry Farm. They will provide some treats so we hope to see you there.

9.  **For Possible Action: Discussion on an agreement between the Town of Gardnerville and Main Street Gardnerville to clarify the finance department's concern over the Program Manager's position, and provide for a revised budget to accommodate the employee concept; with public comment prior to Board action.**

Mr. Dallaire reviewed the finance department got a red flag in the audit with the way we are funding the position in the Main Street organization. So a simple contract between Main Street and the town would keep Paula in the same position. The classification study put her on salary so there are some other issues internally. The main thing is the town will be providing the program manager for the Main Street program for now. The \$50,000 would not be transferred and Paula will be our employee. We will then contract with Main Street to reimburse Paula's benefits.

Mrs. Jones asked if anyone has made sure this won't affect Main Street's qualifications as a 501c6 by them paying us. Functionally we're paying for her and they are paying us to lease our employee. But in a legal sense we are legally responsible. She is our employee. We're contracting with an outside agency to provide our employee to them for certain services. I want to make sure that outside agency is not risking its status as a 501c6 to make payments to us as a public agency.

Mr. Rowe was only asked to write this agreement and make sure it was acceptable to the county and their concerns about FLSA. So far the DA's office has approved this with the recommendation by the Deputy DA to send it to Christine Vuletich, which we did two or three weeks ago. I have not received any word back from her yet. The only issue was this exempt/non-exempt issue. I did not look at the 501c6.

Mrs. Jones' only concern is to make sure we don't risk Main Street's status with this arrangement.

Mr. Rowe thought the county was anxious. Although with Christine's lack of reaction it indicates they may not be as concerned.

Mr. Miller believed the county is only concerned with their issues.

Mrs. Jones looks at this as a shift. Instead of the town contributing, it's the town getting reimbursed. This may be a complete non-issue.


Mrs. Slater asked if there was any harm in postponing this until next month. I don't want to make a decision and have to rescind it.

Mr. Rowe asked whether this not being approved has any negative effect on Paula.

Mr. Dallaire answered no.

No public comment.

**Motion Slater/Jones to remove this today and put it on next month's agenda. Motion carried unanimously.**

10.  **For Possible Action:** Discussion on a request by Rick Nuzum on a Major Design Review to construct a 4,800 sq ft building in the Service Industrial (SI) zone within the Minden-Gardnerville community plan, located at 1448 Industrial Way (APN:1220-03-410-009); with public comment prior to Board action.

Mr. Dallaire explained the location and plans for the project. This was going to be cancelled before we got the packet out last week. The county hasn't actually finished their review due to other requests the applicant was making. I don't want the same thing to happen to us as what happened with the Ranch. If it does change I will bring it back. The only issue I wanted to work through was up in front with the landscaping. With the way it is presented, moving the trash enclosure or adding a trash enclosure to the site is now accessible to the trash trucks.


Mr. Miller believes if it meets the code for the site we can't control what goes in there.

Mr. Dallaire mentioned there was an issue with the site address. It is actually 1450. They kept the old building at 1450 and put the new shop at 1448. The only issue I had in my letter was I wanted to see the outflow structures, but they didn't show how they will get it in our storm drain system. They can address that in the improvement plans.

No public comment.

**Motion Miller/Wenner to approve the request by Rick Nuzum on a major design review to construct a 4,800 sq ft building in a Service Industrial zone within the Minden-Gardnerville community plan, located at 1448 Industrial Way. Motion carried unanimously.**

Break at 6:02 p.m. to 6:15 p.m.

11.  **For Possible Action:** Discussion on Douglas County Pay and Compensation Study changes including, but not limited to the following;  
A) modification to annual leave policy 200.36,

**B) Town Staff Pay Grades,  
C) revisions to the Town job descriptions and classifications,  
D) paying the full PERS contribution rate of 2.25% as approved by the Board of County Commissioners, with associated budget modifications; with public comment prior to Board action.**

Mr. Dallaire reviewed with the board what the county commissioners already approved. The pay plan changed a couple of positions from non-exempt to exempt. Mr. Dallaire went through the changes in the town's job descriptions and pay grades. With the changes we will have an \$11,000 adjustment to the admin budget. I will bring the budget back next month. There was no adjustment in health and sanitation because we actually budgeted more than we needed.

Mr. Rowe noticed the number for annual maximum at page 4 of 6 they have the maximum at \$69,700 and we are using a number of salary and benefits of \$72,237.

Mr. Dallaire clarified that number is just salary, not including benefits.


Chairman Higuera asked what the board is supposed to do with all this information. It has already been approved.

Mr. Dallaire wanted it to be official that the board approves it and then change it in the budget.

Mrs. Jones agreed the budget should be adjusted accordingly.

No public comment.

**Motion Jones/Miller to approve the modification of the town budgets implementing the county's pay plan. Motion carried unanimously.**

**12.  For Possible Action: Discussion on Town organization structure and provide direction to staff on promoting the Town Civil Engineer to the Town Superintendent, along with increasing the beginning pay to recruit an experienced mechanic with a CDL for the Health and Sanitation Department, with associated budget modifications; with public comment prior to Board action.**

Mr. Dallaire went over the changes in town positions. We have two positions open in health and sanitation. We have a recruitment for a maintenance tech 1 out. We posted that in June. We got quite a few responses from people with CDL's. I have another position to run under a sanitation specialist. I would like the board to give me authorization so I can negotiate someone who has mechanical experience. I will hire the tech 1 entry level now. Then we will post another position with mechanical skills and a CDL.

Mrs. Slater asked if he was potentially looking at a morale issue if you bring a person in at a higher rate than what the present employees have been working toward.

Mr. Dallaire needs to be able to pay a mechanic. I don't want to go through training again. We can't afford to do that again. I need someone to drive a truck.

Vice Chairwoman Wenner asked if before they were hiring and then telling them they had six months to get their CDL.

Mr. Dallaire agreed. We would like to them to have their CDL. I could still do that, hire them at the minimum and train them. But I would rather not have to train them. That position is an additional cost of \$7,300 to that fund. The other position is more complicated. The civil engineer position was changed, just a weeks ago, to require a professional license. There are a lot of things under this position that he could move up and keep doing but there are a lot of things that he is doing under the superintendent position also. I had a meeting with Wendy and she thought the civil engineer position was changed. All of the paperwork I received up until a few days ago showed it as an EIT was allowed in that position. Now the job description has changed and requires a license.

Mrs. Slater asked if we don't do this that person could be out of a job.

Mr. Dallaire didn't know how that worked. They would have to create a new position. So the civil engineer 1 position to the civil engineer position is a \$5 an hour pay increase. The superintendent position, I highlighted all the

things Geoff does now. Minden has a superintendent. They run the water, trash and public works. Jenn (Minden Town Manager) was able to get four or five of these items addressed specifically for an engineer and it doesn't require an engineering license. Our engineer 1 qualifies based on this. He ran a water system for five years.

Mr. LaCost ran a water system for five years as a water operator, another five years as a safety officer and two years in utility distribution.

Mr. Dallaire felt he meets all the requirements. The superintendent wage is a little higher than the engineering rate, but he's doing the job of two people.

Mr. Miller felt it gives us what we have been wanting, a superintendent in the field to take the load off Mr. Dallaire.

Mr. Dallaire added we would just hire projects out. We will be doing engineering on streets, sidewalks, and maintenance type issues. We won't do engineering like for the crosswalk project that is coming up. We hired Anderson to do the walkway between Raley's and Toiyabe. We want to do the CMU block wall outside the maintenance facility. Kingslane we need to finish our plans. We have the Hellwinkel plans done, submitted and permitted. We are doing the rest with Eagle Scout projects.

Mrs. Slater asked what he would put in the budget for engineering fees for the next fiscal year.

Mr. Dallaire already budgeted the crosswalks at \$22,000.

Mr. Miller asked about plan reviews.

Mr. Dallaire will continue to do those.

Chairman Higuera stated we would have a town superintendent and hire out more of our engineering projects.

Mr. Dallaire would hire out the storm drain project on the S curve.

Chairman Higuera believed the town superintendent is a pretty awesome job as far as keeping the employee busy. I don't think he would have much time for engineering.

Mr. Dallaire felt we are at that point. The Board has mentioned we need a superintendent. We budget in health and sanitation is still too tight to split it 50-50. This is \$18,000 that we can put onto health and sanitation, which we can cover. Then it would be no extra cost than what we are paying now to public works. This is combining both positions into one.

Mrs. Jones believed when you think of the responsibility as the town, health and sanitation, trash and maintenance is a higher priority than the engineer. Those things need to be done to do the projects we want to do to make the town beautiful but the trash has to be done every week.

When we had a manager and Mr. Dallaire was civil engineer, I was there doing the plans and the reviews. We also had a maintenance supervisor at that time. That's what the board is saying we needed. This was the best for both. It would promote the current position pending HR and BOCC approval. It would start at the minimum of the superintendent range.

Vice-Chairwoman Wenner would not want to discourage Geoff from getting his license.

Mr. Dallaire noted this would still allow him to do that.

Mr. LaCost has a ten year plan and I'm seven and a half years into it. I am still very dedicated to that. This would take about 25 or 30 percent of the workload off the manager. That would help the town overall. I would be looking forward to this.

Mrs. Slater asked if he is looking at the proposed two positions for \$45,441, plus an estimated \$23,000 for engineering fees. So you are looking at the budget taking a hit of about \$68,000?

Mr. Dallaire responded this was already budgeted. The \$23,000 is already budgeted. We planned on doing the RFQ per NDOT's requirements to get the crosswalk project finished.



Mrs. Slater asked if he was just looking at the \$45,000.

Mr. Dallaire agreed.

Mrs. Slater asked if the budget is in a position to take that year after year.

Mr. Dallaire explained it would have been \$100,000 if we hired an engineer and then we go and hire the maintenance supervisor at \$100,000. This combines the two positions into one and it's an \$18,000 cost instead of \$100,000. It will hurt the overall budget, but efficiency and morale will go up because things will get done quicker.

Mr. Miller is concerned that we don't have to advertise this position.


Mr. Dallaire could post it in house, an internal countywide posting for a week or two.

Mrs. Slater asked Mr. LaCost if he is willing to take on this responsibility.

Mr. LaCost felt it will be a challenge. I am always looking upward. I am ambitious. I am looking to make my own niche. This is a position that will work out well for the town. I am ecstatic about this opportunity.

No public comment.


**Motion Miller/Wenner to approve the promotion of civil engineer to town superintendent, increase the max starting hourly wage for a replacement town sanitation specialist at \$20 an hour should the right candidate be selected by the qualifications outlined and discussed. Motion carried unanimously.**

13.  **For Possible Action:** Discussion to approve, approve with modifications or deny the request to sign an interlocal agreement between Douglas County and the Town of Gardnerville on maintenance of the future multi modal trail along the Martin Slough, south of Zerolene and north of the existing Martin Slough Nature Trail, adjacent to the Chichester Estate subdivision, at the Martin Slough Ponds, southeast of the intersection of Chichester Drive and Gilman Ave; with public comment prior to Board action.

Mr. Dallaire went over the requirements and need for the agreement. I highlighted the items I was questioning. It doesn't specifically say NDOT is requiring us to come up with a plan. As long as the county isn't going to hold us to their attached plan, I'm fine with it. We can put this into Micropaver and when we need to do the maintenance we will.

No public comment.

**Motion Slater/Miller to approve the request to sign an interlocal agreement between Douglas County and the Town of Gardnerville on maintenance of the future multi modal trail along the Martin Slough, south of Zerolene and north of the existing Martin Slough Nature Trail, adjacent to the Chichester Estates subdivision, at the Martin Slough Ponds on southeast of the intersection of Chichester Drive and Gilman Avenue. Motion carried unanimously.**

14.  **For Possible Action:** Discussion to award, award with modifications or deny the 2015 Hellwinkel Channel Project #08D01, PWP# DO 2015 246, the contract to Impact Construction in the amount of \$405,455.41, and authorizing the town manager to sign the award and contract, and provide approvals of project change orders up to 10% above the contract price, for a total amount of \$446,040.95; with public comment prior to Board action

Mr. Dallaire explained this last fiscal year we budgeted \$700,000. \$106,000 came out of the Nevada Energy contract. Once we get the pipes in then Nevada Energy will come in and install the power and take down the power poles. This awards the project of the channel and realignment of the pedestrian path. We will not have a pedestrian path across the new channel yet. We will negotiate that with the Hellwinkel family to see what they need for emergency access. I have always wanted to put a bridge in. The plan would be to put a bigger bridge in for emergency vehicles. We did get eight bids ranging the low bid of \$405,000 to the high bid of \$918,000. We have worked with Impact in the past. We didn't get a spec on the plan for our seed and how we want it delivered.

No public comment.

**Motion Miller/Slater to award the contract for town project 2015 Hellwinkel Channel project 08D01, PWP DO2015 246 to Impact Construction, authorizing the town manager to sign the contract and change order approvals up to 10% of contract total project's cost of \$446,040.95. Motion carried unanimously.**

Mrs. Jones had heard this before, but you did say we saved the money. We will spend it. We will get it back through grant money.

Mr. Dallaire will get some of it back through grant money.

Mrs. Jones asked if that could be used on the gas station.

Mr. Dallaire thought we could.

Mrs. Slater thought maybe that could cover the new employee also.

Mr. Dallaire is meeting with Charlie and we will be going over the process. We have submitted a claim for the trail that was done before I got here. Now that we are getting closer to this project he wasn't sure that was included. I am showing him clearly that it is. Even if it isn't I wanted to make sure the 307,250 we were awarded in 2006 was still there. We still have increased costs to the town on the three models we had to do, which was included in the budget. All those were a higher cost to the town than what was presented. We were given until September to have it done. We still need an informational sign out there about Q1 funding.

**15.  Not For Possible Action: Discussion on the Town Attorney's Monthly Report of activities for July 2015.**

Mr. Rowe reported much of what I did you have already discussed. I wrote the Main Street Gardnerville contract, reviewed the interlocal agreement, reviewed the construction contract that Geoff prepared for the Hellwinkel channel improvements and also I submitted and reviewed the changes to the legal services agreement. He also commented he didn't think it needed to be brought back for action. But the major changes are on page 2 of the agreement. It shortened the term to one year commencing July 1 ending June 30. It will renew automatically as long as I am the primary attorney representing the town. I agree to provide 90 days notice if for any reason I won't be the primary attorney, and either party may provide 90 days notice to terminate the agreement. I brought two originals for Lloyd to sign. I have already signed them. Other than that it was busy but there were big topics that took a lot of time to go through.

**16.  Not For Possible Action: Discussion on the Town Manager's Monthly Report of activities for July 2015.**

Mr. Dallaire reported besides the things we've talked about, we are still dealing with the streetlight issue on the Kingslane sidewalk project. I have a meeting with them at 11:00 o'clock on Thursday to discuss that. I just need to know what kind of light we need for the design. On the crosswalks I am hoping to do decorative poles and 5,000 kelvin lights or brighter. The rapid flashing beacons will be put on that pole. They will have power so we won't need the solar part. It will run by the meter. At each crossing there will be two lights on either side of the crosswalk that will be bright white. We will be changing out the lights in the Ranch. We are getting complaints that they are too bright. We will change them to 4,000 kelvin lights. That is the new standard. The Ranch is in escrow right now so they can work with the new developer. That is supposed to close September 5<sup>th</sup>. I put in the cover sheet of the museum newsletter. The school district approached the historical society about the old playhouse gym. I know we looked into getting that from the school district at one point. I contacted Holly Luna, Douglas County School District, about this. It didn't look like in the review of this that they are able to commit anything. I wanted to find out, and I can put it on the agenda next month, if this is something you want us to pursue.

Mrs. Slater asked Mr. Slater (former board member) about this. Randy said it was originally set up the museum wanted first right of refusal. What you said in here is exactly as he remembered it as well.

Mr. Dallaire mentioned to Ms. Luna, If they officially back out to let him know and I will bring it forward if it is something we want to look at.

Mr. Miller thought they agreed in the planning meetings for this year that we would not throw any more new projects on you.

Mr. Dallaire pointed out it is not a project yet. Acquiring it you have to go through a process.

Chairman Higuera felt it was a situation we have to take advantage of when it is there.

Mr. Dallaire had been hoping for the GES Heritage building. The school district is using it for office space. She did say the floor in the playhouse gym is pretty much shot. The stage has some structural issues. The roof needs to be replaced.

Mrs. Slater thought you could look at this as the Gardnerville CVIC Hall.

Chairman Higuera shared there might be grants available. These are historic buildings.

Mr. Dallaire agreed there are funds available. SHPO has money available that they are sending money back all the time. It could be phased. She will report back to me when the historical society makes a decision.

Mr. Miller wanted to share I am on the board of directors for Welcome All Veterans Everywhere. We have been working with the county and some other individuals on getting housing for the veterans. The county is looking for housing for indigents and put it all together. We were ready to make an offer on a piece of property just south of Heritage Bank. This last week Crestmore Apartments has come on the market and the county has the right of first refusal at a price that is very inviting. The county has the funds set aside for that purpose. By law they cannot use it for anything else. The county is going to look at purchasing Crestmore Apartments and put it into low income housing for veterans and indigents. It would solve some problems with income. That will be coming up on the county agenda. The impact is the \$3,100 we receive would come off the tax roles. That would be a hit for us. The only thing he would like is the trash service to continue with us. The other thing is the detention ponds. We have been maintaining it but we haven't had access because we don't own the property. If this does come about both things would go our way.

Mr. Rowe stated years ago there was a big flap between RAMP (Residents Against Mandatory Pickup) and Douglas County. The two towns intervened in that lawsuit and we have a judgment that says that Douglas Disposal cannot pick up trash within the town limits of Gardnerville or Minden. The ordinance says it is mandatory residential pickup.

Mr. Miller wanted to disclose because of my knee that I broke in December, I had an evaluation by a physician on my disability. They came out that I have a 3 percent disability due to the broken knee. I am taking a one-time settlement of approximately \$745.

 **2<sup>nd</sup> PUBLIC INTEREST COMMENTS period (No action will be taken)**

No public comment.

**Meeting adjourned at 7:25 p.m.**

  
Lloyd Higuera  
Chairman

  
Tom Dallaire  
Town Manager