

TRI General Improvement District Board of Trustees Meeting

DRAFT Minutes

**August 3, 2023, 2:00 pm
440 USA Parkway, Suite 105, McCarran, NV 89437**

1. Call to Order and Roll Call

The meeting was called to order at 2:00 p.m. by President Jay Carmona. GM Shari Whalen took roll call. Present were President Jay Carmona, and Trustee Gilman. Other attendees were Shannon McKnight, Clerk/Treasurer; Debbie Leonard, Legal Counsel; Oz Henke, Technical Services Manager; and Courtney Dunn, Civil Engineer.

2. Pledge of Allegiance

3. Public Comment (No Action)

No public comment

4. Discussion/Possible Action:

Adoption of Agenda as submitted

No public comment

Trustee Gilman moved to approve the agenda of August 3, 2023, as presented. President Carmona seconded. Motion passed unanimously.

5. Consent Agenda for Possible Action:

- I. Approval of Minutes of July 6, 2023 Meeting
- II. Approval of Voucher Report for the Period of June 2023
- III. Ratification of 2023 Ram 1500 Classic Tradesman Crew Cab truck purchase in the amount of \$44,410.25 from Carson Dodge

There were no questions or public comments.

Trustee Gilman moved to approve the consent agenda, as presented. President Carmona seconded. Motion passed unanimously.

6. Discussion Only (No Action):

General Manager's Report
GM Whalen reported the following:

Budget Update

Unaudited financial review for fourth quarter is on today's agenda. Staff will be working on year-end close out and audit preparation this month. Audit is anticipated to begin in late September and finish in November for submission to the Board in December 2023.

General/Admin

The GID's lease is up at the Storey County Government Center and has officially moved into the new office. Staff is still working off hot spots until Spectrum finishes the internet connection, which should be next week. Special thanks to Shannon McKnight and Dominic Scurti for facilitating the move-in.

Project Updates:

TMWRF Pipeline, TMWRF Pump Station, Asamera Reservoir, and Sydney Process Line

These projects are all substantially complete.

Surface Water Induction Wells and Reservoir Booster Stations

Building construction substantially complete. There continues to be a delay on electrical, but staff anticipates they will come online in September or October.

Comstock Valley Process Extension

Pump station project will be awarded to Capra Construction. Tank and pipeline design continues and everything is expected to be complete in May 2024.

Process System Pressure Testing

F&P was awarded this project and has started work.

Well 9

No Change

Water Rights:

Staff is continuing to work with the Master Developer on a blanket release for some rights in the Service Area in order to make the process simpler for our customers and developers and is currently assisting with five water rights assignments in the Service Area.

Easements:

Staff is working to acquire an easement at the end of Pittsburg for a future water connection and with a developer east of the Reservoir to address their plan to place significant fill over our new water and process water lines east of the reservoir and north of Denmark.

An easement was granted for secondary access along our Tank 2 access road required for an adjacent development's secondary access requirements. Easement grantee plans to pave the road.

Operations:

Wastewater

Headworks grinder at WWTP was repaired by Operations Staff at a significant cost savings to the District, the WWTP HVAC system was replaced, and the Waltham Lift Station was cleaned. New hire training and cross training on both the water and wastewater systems is in full swing. With the addition of a second wastewater treatment operator, shifts have been staggered to allow for three field personnel on site Monday through Friday, including at least one certified water distribution and one certified wastewater operator on site.

Noted: at 2:06 p.m., Trustee Mitchell joined the meeting.

A bypass pumping incident resulted in embankment damage at the WWTP effluent pond. Emergency repair work was completed by F and P, but the total cost of repair was below the threshold for Board approval. In addition, there was a failure at the WWTP dealing with a decanter valve and SCADA alarming, which resulted in significant weekend overtime. Staff is working with Sierra Controls on an after-incident review to identify what mitigation measures need to be implemented.

Water

Well 4 motor went down, the motor was pulled and new one installed in June. However, the well continued to operate poorly and the pump and motor was pulled again at no cost to the District in July. (The total cost of repair work was \$34,200 and will be included as a ratification item on the September consent agenda). Well 3 has been offline for nearly a year and a rehabilitation project was approved for the FY24 budget. Carson Pump has mobilized to the site to complete an investigation and provide comprehensive recommendations for well rehabilitation. The HVAC system and backflow device was repaired at the Electric Avenue Booster Pump Station, the Well 5 chemical feed pump was rebuilt, and the fire hydrant on Pittsburgh was repaired.

Maintenance

Office relocation was headed up by Maintenance personnel, including plumbing improvements in the break area, moving all heavy furniture to the new site, and new furniture assembly in the offices and conference area. In August, Maintenance Personnel will take over cleaning duties at the new office in order to save money on contract cleaning.

Engineering:

During the May 18, 2023 Board of Trustees meeting, the Board directed staff to enter into emergency contracts for engineering services, emergency construction, and emergency rental equipment for temporary treatment of process water. Staff has executed the emergency engineering services contract and work is approximately 80 percent complete on civil improvement design required to connect the temporary treatment equipment. Staff has also initiated the rate analysis process and complied with noticing requirements under NRS 318; however, negotiations continue with Veolia and the item was removed from the August Board of Trustees agenda due to uncertainty around costs that will inform the rate setting. The rate study has been re-noticed and will be heard at the September Board of Trustees meeting. Staff continues to negotiate with Veolia regarding the temporary treatment contract. We hope to execute both the temporary treatment contract and solicit prices for emergency construction contracts within two weeks; however, new

developments with major industrial dischargers necessitates significant updates to the water quality and reservoir filling model. Initial model runs indicate that the reservoir will not fill as soon as originally predicted. NDEP issued an additional temporary discharge permit to discharge non-potable water to the Peru wash as part of the Reservoir filling mitigation strategy. To date, over 3 million gallons have been discharged into washes within our service area. Staff is waiting on NDEP to issue additional permits and continues to work with additional land owners north of the Reservoir on similar discharge plans.

New Development:

Pittsburgh water line extension has been completed and test results have been sent to NDEP. Dedication on the water line should be completed within the next few months. The licensing agreement with UPRR and the Developer for the sewer line stub under the railroad is still in negotiation.

20 sites within service area are currently under construction.

4 projects are currently in plan review.

7. DISCUSSION/POSSIBLE ACTION:

Presentation, Discussion and Possible Action to Request TRIGID Participation in the State of Nevada Integrated Source Water Protection Program (ISWPP), a Voluntary Program to Prevent the Pollution of Drinking Water Sources

GM Whalen introduced Ethan Mason with NDEP and Jill Sutherland and Alison Cramer with RCI, who presented an overview of the source water protection program.

GM Whalen recommended that the same presentation be made to the Storey County Commission, but today's action item is requesting the GID's participation.

Trustee Gilman requested that the County management staff be asked for feedback. Trustee Mitchell stated there is currently county wide water master plan and a general master plan update in progress and substantial infrastructure improvements, which makes it an ideal time for the County to be looking at this and thought GID involvement was appropriate.

No public comment.

Trustee Mitchell moved to approve the letter of Request for TRIGID Participation in the State of Nevada Integrated Source Water Protection Program (ISWPP), and to authorize the president of the board of trustees to sign the letter on behalf of TRI-GID. Trustee Gilman seconded. Motion passed unanimously.

8. DISCUSSION/POSSIBLE ACTION:

Presentation and Possible Action to Approve the TRIGID FY23 Year End Financial Report

GM Whalen presented the unaudited GID year end summary to the board. GM Whalen reminded the Board that the process water system has not been brought online this year as expected so expenses have been charged to two funds instead of 3, as projected. The GID expenses would not have been over budget but for the process system not coming online. Additionally, the emergency WWTP incident in April 2022 had some expenses that carried into FY23 and water main break in December 2023 created unbudgeted expenses. WWTP incident was covered by insurance, but the main break was not. Staff is looking for supplemental insurance to cover such breaks in the future.

Water Enterprise

190% of budget revenue collecting \$3.87 million

108% of budget expenses

68% of budget for capital outlay

Sewer Enterprise

135% of budget revenue collecting \$1.58 million

98% of budget for expenses

30% for Capital outlay

The requested augmentations are \$102,830 for water fund and \$224,448 for sewer fund.

No questions or public comment.

Trustee Mitchell moved to approve the TRIGID FY23 Year End Financial Report as presented. Trustee Gilman seconded. Motion passed unanimously.

9. DISCUSSION/POSSIBLE ACTION:

Discussion and Possible Action to Approve Resolution 23-001, A Resolution of the TRI General Improvement District Adjusting the Budget of the Water Service Fund for the Fiscal Year Ending June 2023.

GM Whalen noted a resolution is needed to attach to the quarterly economic survey due to Nevada Dept of Taxation by August 15th. Amendments requested for and addition to Salaries and Wages of \$47,523, \$21,234 to Employee Benefits, and \$34,072 to Services and Supplies

No questions or public comments.

Trustee Mitchell moved to approve the Resolution 23-001, A Resolution of the TRI General Improvement District Adjusting the Budget of the Water Service Fund for the Fiscal Year Ending June 2023. Trustee Gilman seconded. Motion passed unanimously.

10. DISCUSSION/POSSIBLE ACTION:

Discussion and Possible Action to Approve Resolution 23-002, A Resolution of the TRI General Improvement District Adjusting the Budget of the Sewer Service Fund for the Fiscal Year Ending June 2023.

GM Whalen noted a resolution is needed to attach to the quarterly economic survey due to Nevada Dept of Taxation by August 15. Amendment requested for \$42,561 for Salary and Wages, \$24,575 for Employee Benefits, and \$157,313 to Services and Supplies.

No questions or public comments.

Trustee Mitchell moved to approve Resolution 23-002, A Resolution of the TRI General Improvement District Adjusting the Budget of the Sewer Service Fund for the Fiscal Year Ending June 2023. Trustee Gilman seconded. Motion passed unanimously.

11. DISCUSSION/POSSIBLE ACTION:

Discussion and Possible Action to Approve Modifications to Section 10.11 of the TRI General Improvement District Sewer Rules, Regulation, and Rates to Amend the Pretreatment Limits to comply with the TRI General Improvement District NDEP Discharge to Groundwater Permit (NS2000502) and to allow for a Total Maximum Daily Load (TMDL) limit in total pounds in lieu of the concentration limits for customers discharging less than 10,000 gallons per day of industrial wastewater

GM Whalen explained that some of the pre-treatment limits in the District's Rules Section 10.11 are more lenient than NDEP regulations. This change seeks to make those the same as NDEP regulations. More stringent limits than NDEP's are staying the same. The discretion granted to the General Manager in these modifications regarding customers who discharge less than 10,000 gallons per day will allow for more flexibility when the concentrations of the low-volume discharges do not have a significant effect on overall water quality.

No questions or public comments.

Trustee Mitchell moved to approve Modifications to Section 10.11 of the TRI General Improvement District Sewer Rules, Regulations, and Rates to Amend the Pretreatment Limits to comply with the TRI General Improvement District NDEP Discharge to Groundwater Permit (NS2000502) and to allow at the discretion of the General Manager for a Total Maximum Daily Load (TMDL) limit in total pounds in lieu of the concentration limits for customers discharging less than 10,000 gallons per day of industrial wastewater under certain conditions. Trustee Gilman seconded. Motion passed unanimously.

12. Public Comment (No Action)

No public comment.

13. Adjournment

President Carmona adjourned the meeting at 2:36pm.