

TRI General Improvement District Board of Trustees Meeting

DRAFT Minutes

TRI General Improvement District Board of Trustees Meeting

2:00 pm July 6, 2023

1705 Peru Drive, McCarran, NV 89437

1. Call to Order and Roll Call

The meeting was called to order at 2:01 p.m. by President Jay Carmona. GM Shari Whalen took roll call. Present were President Jay Carmona and Trustee Clay Mitchell. Trustee Lance Gilman was absent. A quorum was present. 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:

No public comment

Trustee Mitchell moved to approve the agenda of July 6, 2023, as presented. President Carmona seconded. Motion passed unanimously.

5. Consent Agenda for Possible Action:

- I. Approval of Minutes of May 18, 2023, Meeting
- II. Approval of Voucher Report for the Period of April 2023
- III. Approval of Voucher Report for the Period of May 2023
- IV. Ratification of Purchase of Sutorbilt Legend 6MT-RHC LS GRS-SPL Blower Pump for Wastewater Treatment Plant in the amount of \$11,385.71, plus shipping, per Quote 8629 from Nevada Seal and Pump
- V. Approval of Purchase of DuroFlow 4518 HL STD Blower Pump for the Wastewater Treatment Plant in the amount of \$16,452.85, plus shipping, per Quote 8626 from Nevada Seal and Pump
- VI. Approval of contract revisions regarding indemnification, insurance, warranties, and report reuse for the Arsenic Analysis and Preliminary Engineering Report contract with DOWL approved by the Board of Trustees on May 18, 2023
- VII. Approval of Contract for Fiscal Year 2024, with DOWL in the amount not to exceed a total \$120,000 for engineering support services in the Water, Sewer, and Process Water Funds and \$12,000 for water treatment operations support
- VIII. Approval of Contract for Fiscal Year 2024, with Leonard Law PC in the amount not to exceed \$120,000 for legal support services
- IX. Approval of Contract Extension for Fiscal Year 2024, with Silver State Analytical in the amount not to exceed \$69,159 for analytical testing

- X. Approval of Contract Extension for Fiscal Year 2024, with Sierra Controls in the amount not to exceed \$33,630 for SCADA technical support and integration services

There were no questions or public comments.

Trustee Mitchell 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

FY24 started on July 1, 2023. Staff is working on closing out FY23 and getting ready for audit.

General/Admin

Demo work and painting at the new office space at 440 USA Parkway is complete. The carpet and internet should be installed this week for a move-in the week of July 10.

TRIGID has a new certified wastewater operator starting in two weeks, which provides two certified operators on site at the WWTP. This has never been possible for the District before. Staff continues to cross-train our employees and develop system reliability and resiliency through staffing.

Special thanks to Shannon McKnight for completing an audit of all water and sewer billing files to confirm they are all set up and billing correctly. She found several updates that were required and made all the necessary corrections. Additional revenue has been collected for FY23 as a result and has been reflected in the accounting software.

Staff is moving forward with additional certification training in conjunction with our cross-training program.

Also, the GID has started a weekly tailgate safety program through weeklysafety.com.

Project Updates:

TMWRF Pipeline (16-mile 24-inch diameter pipeline from TMWRF to TRI Center)

Punch list items, including a few leak repairs after pressure testing, are in progress.

TMWRF Pump Station

This project is substantially complete and waiting on commissioning.

Reservoir Pump Stations and On-Site Pipeline

The project is substantially complete. Temporary bypass pumping continues.

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.

Surface Water Induction Wells

Substantially complete. There continues to be a delay on electrical, but staff still anticipates work should be completed by August.

Sydney Process Line

Construction is substantially complete.

Process System Pressure Testing

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

Well 9

No Change

Water Rights:

Staff executed one potable water assignment of beneficial interest and continue 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.

Easements:

Staff is working to acquire an easement at the end of Pittsburg for a future water connection. Staff is working to grant an easement for secondary access along our Tank 2 access road required for an adjacent development. Staff is working with a developer east of the Reservoir to address their request to place significant fill over our new water and process water lines immediately south of Denmark.

Operations:

Wastewater

The screw auger at the headworks was removed and replaced with a new one. Also, at that time the screen was replaced. Northeast corner of the effluent pond was repaired after a breach. A wasting valve was installed for SRB 2B to be able to waste sludge from all basins. Two effluent pumps have been pulled at the pond. One has been repaired and the other will be reinstalled after repair.

Water

The chlorine pump at well 8 has been modified to a flooded suction and is working well. Staff is exploring this type of a setup at all wells to reduce air lock. Two ample stations have been installed on Milan and Peru. This will provide for sampling without having to go inside the business. USA booster is running in Auto so it is not being manually operated. Well 7 switching vault is now working with SCADA and helping feed zone 2. Induction well 2 was flushed and water was sampled. Well 4 motor went down, motor was pulled and new one installed (Ratification of emergency expense is expected to be on the August Board of Trustees agenda – expected to be less than \$50,000).

Maintenance

The new office was demoed and painted. Staff is starting to clear out the lower yard at the WWTP to make way for the temporary treatment facility. Staff repaired the waterline to the screw press and is continuing routine maintenance such as pulling weeds and painting at the WWTP.

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 and is pursuing reimbursement, as warranted, under applicable contracts. Staff continues to negotiate regarding the temporary treatment contract. Staff hopes to execute both the temporary treatment contract and solicit prices for emergency construction contracts within two weeks. NDEP issued one temporary discharge permit to discharge non-potable water to the East Sydney wash as part of the Reservoir filling mitigation strategy. To date, the GID has discharged 1.7 million gallons. Staff is waiting on NDEP to issue two additional permits (one for the Peru Wash, and one for TRIGID property immediately northeast of the Reservoir Complex). Staff is working with two additional landowners north of the Reservoir on similar discharge plans.

New Development:

19 Parcels under construction

2 in plan review

There were no questions or public comments.

7. DISCUSSION/POSSIBLE ACTION:

Update, Discussion, and Possible Direction to TRIGID staff and lobbyists regarding the legislative session summary, legislative activities affecting TRI General Improvement District, and other properly related matters.

GM Whalen reviewed Silver State Government Relation's July 6th government relations report with the Board.

Trustee Mitchell asked if any of the Bills would affect the GID in regard to prevailing wage laws.

GM responded that because most of the projects are developer-built, those are not subject to prevailing wage laws. TRIGID-built projects would be subject to prevailing wage laws.

There were no public comments.

The Board did not take any action.

8. DISCUSSION/POSSIBLE ACTION:

Discussion and Possible Action Related to the General Manager's Annual Performance Review and Associated Personnel Action Form.

GM Whalen presented her annual performance review and associated personnel action form and indicated she was properly noticed as required by statute and had completed the self-evaluation. Trustee Mitchell requested that the evaluation average be rounded up to a 4 rating. Trustee Mitchell asked and GM Whalen responded as to how CPI is applied. Trustee Mitchell indicated he is very happy with the performance of GM Whalen. President Carmona stated that GM Whalen has taken all challenges the GID faces in stride, does a fantastic job, and he requested she focus on taking some time off. President Carmona stated that GM Whalen does a fantastic job.

There were no public comments.

Trustee Mitchell moved to approve the General Manager's Review and Personnel Action Form, as presented. Trustee Gilman seconded. Motion passed unanimously.

9. Public Comment (No Action)

No public comment.

10. Adjournment

President Carmona adjourned the meeting at 2:25pm.