### MINUTES MOAPA VALLEY WATER DISTRICT BOARD OF DIRECTORS MEETING HELD FRIDAY, DECEMBER 3, 2010

PRESENT: Kenneth Staton James Robison Jonathan Blackwell Guy Doty Glen Hardy

Brad Huza Ken Bessey Susan Rose

Byron Mills Vernon Robison, MV Progress Scott Carson Lindsey Dalley Randy Tobler

**ORDER OF BUSINESS**: At 4:05 p.m., Chairman Ken Staton called to order the regular meeting of the Moapa Valley Water District Board of Directors. The agenda items were addressed in the following order:

## 1. Approve the minutes of the previous meeting held on November 14, 2010 (Action Item)

On motion of Glen Hardy and seconded by James Robison, the Board voted 5-0 in favor to approve the minutes of the previous meeting.

## 2. Public Comment

It was Joe Davis' day off but he was present at the meeting to thank the outgoing Directors for all that they have done for the District and its employees since he has worked for the District. The District has come a long way since Joe started in 1984 and the Directors have had a lot to do with that. Joe wanted them to know how much he appreciates them.

### 3. Southern Paiute Veteran's Association 2010 Pow-Wow - Donation- Dalton Tom (Action Item)

Chairman Staton explained that Dalton Tom was not at the meeting today because the agenda that he received said the meeting was on **Thursday**, December 3<sup>rd</sup> so he showed up for the meeting yesterday instead of today.

They had sent a letter which was available for the Director's review that explained what the donation would be used for.

The Director's decided that since Mr. Tom had come out from Vegas the day before and had sent a letter explaining what the donation would be used for, they would go ahead and make a donation to them without them having a representative at the meeting.

On motion of James Robison and seconded by Guy Doty, the Board voted 5-0 in favor to give a \$100 donation to the Southern Paiute Veteran's Association 2010 Pow-Wow.

# 4. Approve the upgrade of the service at 3245 N. Moapa Valley Blvd. from a 1" to a 1 ½" for the proposed LDS Logandale Heritage Chapel (Action Item)

Staff received a letter from Wright Engineers requesting an upgrade of the existing 1" service to a 1 <sup>1</sup>/<sub>2</sub>" service for the proposed LDS Logandale Heritage Chapel located at 3245 N. Moapa Valley Blvd.

Staff has reviewed the distribution system in the general area and feels that sufficient capacity exists to accommodate the request.

Per MVWD policy section III., E., the Board of Directors must approve any services 1 1/2" and larger.

A copy of the request letter from Wright Engineers was available for the Director's review.

On motion of Glen Hardy and seconded by John Blackwell, the Board voted 5-0 in favor to approve the upgrade of the service at 3245 N. Moapa Valley Blvd. from 1" to 1  $\frac{1}{2}$ " for the proposed LDS Logandale Heritage Chapel.

### 5. Discussion and possible approval of an access agreement with InfoWest (Action Item)

Staff received a proposal from InfoWest to install high speed internet equipment on two of the District's water reservoir sites (Overton tank and East Logandale tank). The installation would include the dish type antenna and additional control boxes. In conversations with InfoWest, they indicate that their need to enter the tank sites will be minimal, approximately once every six months. InfoWest proposed a fee of between \$150 and \$200 per month per site. Staff feels that amount is low and the rental rate should be between \$250 and \$300 per month.

The East Logandale tank is located on a BLM right of way so BLM would require InfoWest to obtain their own right of way permit plus our permission. The District would also require an agreement to cover rental costs and any BLM fees that may be imposed. After visiting with InfoWest, they opted to focus on the Overton tank.

Due to tank security reasons, Staff is recommending that District personnel accompany InfoWest staff during routine maintenance. The proposed fee would include MVWD staff to provide 2 – four hour blocks with InfoWest during routine maintenance. Any other visits would be charged to InfoWest at the prevailing manhour rate. Any visits would have to be prearranged.

A copy of the proposal was available for the Director's review.

On motion of James Robison and seconded by Guy Doty, the Board voted 4-0 in favor to instruct Staff to negotiate an access agreement with InfoWest based upon the above recommendations and have the proposed agreement on the January agenda for approval. Ken Staton abstained.

# 6. Approval to designate the General Manager as the individual responsible for the maintenance of the property and equipment inventory (Action Item)

In mid November, Hinton – Burdick CPA's completed their audit of the financial state of the District. The audit indicated that the District is in substantial conformance with the rules and regulations governing governmental accounting practices.

The auditors did provide a detailed list of recommendations for consideration. These recommendations are included in the attached "Findings and Recommendations" letter. Staff is presently evaluating the Hinton – Burdick recommendations and will be following up with options that may address the concerns of the auditors.

State statute requires the financial statement be submitted to the Department of Taxation prior to December 31, 2010. The financial report will be forwarded to the State of Nevada prior to the December deadline.

A copy of the "financial audit" and the Hinton – Burdick recommendations was available for the Director's review.

The one item in the audit that needs to be addressed is the need to designate an individual responsible for the maintenance of the property and equipment inventory. Mr. Huza recommended having the General Manager be the responsible individual.

On motion of James Robison and seconded by John Blackwell, the Board voted 5-0 in favor to designate the General Manager as the individual responsible for the maintenance of the property and equipment inventory.

## 7. Ratify payment of November Expenditures

On motion of Glen Hardy and seconded by James Robison, the Board voted 5-0 in favor to approve payment of the previous month's expenditures.

### 8. Director's Preference

- Litigation Update (Closed Door Session)

Chairman Ken Staton called a closed-door session at 4:30 pm. This was seconded by James Robison.

Chairman Ken Staton reconvened the open-door session at 5 pm. This was seconded by Glen Hardy.

## 9. Personnel

-Employee Christmas Bonus (Action Item)

On motion of Ken Staton and seconded by John Blackwell, the Board voted 5-0 in favor to give District employees a \$400 Christmas bonus.

## 10. Approval of January 13, 2011 Board meeting

The general consensus was to hold the next board meeting on January 13, 2011 at 4 pm.

### 10. Adjournment

The meeting adjourned at 5:00 pm.