

**CARSON CITY BOARD OF SUPERVISORS**  
**Minutes of the Special May 7, 1997 Meeting**  
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A special meeting of the Carson City Board of Supervisors was held on Wednesday, May 7, 1997 in the Community Center Sierra Room, 851 East William Street, Carson City, NV at 6:00 p.m.

**PRESENT:** Mayor Ray Masayko  
Jon Plank Ward 2  
Tom Tatro Ward 3  
Kay Bennett Ward 4

**STAFF:** John Berkich, City Manager  
Mary Walker, Finance Director  
Fran Smith, Recording Secretary  
(BOS 5/7/97 1-0000.5)

**NOTE** - Unless otherwise indicated each item was introduced by Mayor Masayko. Individuals speaking are following the heading of each item. A tape recording of these proceedings is on file in the Clerk-Recorder's office. This tape is available for review and inspection during normal business hours.

- A. CALL TO ORDER** - Mayor Masayko called the meeting to order at 6:05 p.m. A roll call was taken and a quorum was present although Supervisor Smith was absent.
- B. PLEDGE OF ALLEGIANCE** - Mayor Masayko led the Pledge of Allegiance.
- C. CITIZEN COMMENTS ON NON-AGENDIZED ITEMS** - None.
- D. PUBLIC HEARINGS CONCERNING THE FISCAL YEAR 1997-98 BUDGET DISCUSSION AND POSSIBLE ACTION REGARDING THE FOLLOWING:**

**UTILITIES DEPARTMENT**

**Health**  
**Ormsby Sanitary Landfill**  
**Utility Billing**  
**Sewer**  
**Wastewater**  
**Sewer Capitalization**  
**Water Maintenance**  
**Water Capitalization**

**Health** - (1-0027.5) Utilities Department Director Dorothy Timian-Palmer said ordinances relating to the department have been updated and new ordinances have been added to protect public health. These included policies on septic and domestic wells, upgrading of restaurant inspections, and cooperation between the City Health Department and the State Nurses program. She said Dr. Gary Dankworth has agreed to become the City's Health Director at which time she will step aside and the health area will no longer be under the Utilities umbrella.

(1-0058.5) Daren Winkelman felt that tremendous strides have been made in the Health Department in the past year. He noted it has been a real asset to have Dr. Dankworth.

(1-0087.5) He then said in the future he would like to go into a risk analysis program with food facilities. He explained the process of how they are ranked. He also commented they have a new training booklet along with a new test which as provided good feedback. He said a goal for next year is to develop regulations for tattooing and body piercing. Supervisor Bennett asked for clarification of a risk to public safety. He explained that HIV and hepatitis are the two main problems and there are certain sanitation guidelines governing this.

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(1-0219.5) Mr. Winkelman also commented on the mosquito abatement program and explained how it would be handled. Supervisor Plank noted the supplemental request for \$4,000 for a part time employee to help with this. He felt that a number of people in the audience would volunteer to help with the abatement. Mayor Masayko suggested the \$4,000 be held as a contingency in the event a volunteer program does not work. Supervisor Tatro moved that the Board of Supervisor put the supplemental request for the Utilities Department Health Division for mosquito control for an amount of \$44,973.96 into the budget. Supervisor Plank seconded the motion. Supervisor Tatro clarified his motion that the request is that the money be put in the budget on an ongoing so that each year it will be on hand if needed. Supervisor Plank agreed with this clarification. Donna Ellis, a citizen, appreciated the concern the Board expressed on the problem. She solicited communication from the Health Department on any way the residents can help. Mayor Masayko felt that Mr. Winkelman could provide effective training and suggested they contact Mr. Winkelman for instructions. Motion carried 4-0.

**Health Department - Public Health Nursing** - (1-0427.5) Kathy Wolf talked about the goals for 96-97 saying one was to get the ISIS program up and running. This was to track immunization and recall. She noted it is approximately fifty percent accomplished. She said another goal is to reduce teen pregnancies and communicable diseases throughout the community. She also stated that a 97-98 goal is to increase womens health care by instituting the hormone replacement therapy program and it is close to being completed. She then commented that the nursing budget had been increased by 12 percent, mainly due to inflation and increases in the immunization grant personnel. She had a supplemental requesting a permanent part time person. She said the Board had given her one shot funding last year. However, the services continue to grow which is the reason for this request. Supervisor Bennett asked that this be on the first cut or ongoing list. Ms. Walker said if Ms. Wolf would give her some numbers she would try to work something out.

**Sewer Utility** - Charles Greer provided details on the five year projection. These included a three percent increase in revenue due in large part to the increase in customers which he said was about five percent per year. He also noted the revenues from hookup fees have increased substantially over that which previously been estimated. Supervisor Bennett commented that an increase in population could cause a possible sewer facility expansion at some point in the future and asked if set aside funds could be accumulated. Ms. Walker explained the process that could handle that and said the current customers would not be paying for something that future citizens would benefit from. At this point Mr. Berkich said Ms. Timian-Palmer had recently commented on the subject of expansion. He noted that the City has tried to synchronized the need for future facilities with the ability to pay for them. He explained this is done by bonding, plant improvements, and growth.

**Wastewater** - (1-0973.5) Ms. Timian-Palmer commented on the wastewater superintendent who had taken an early retirement and that Kelvin Ikehara, who runs the lab, had taken his place and now has both jobs. Mr. Ikehara said a goal for the coming year is to start construction of the mechanical sludge de-watering which will replace the existing drying beds. He also said they are researching odor reducing chemicals. Ms. Timian-Palmer explained that they have been monitoring this and the problem has improved. Mayor Masayko commended the department for the work they are doing to alleviate the concerns of the citizens. Mr. Berkich then noted Supervisor Tatro's report on the concern of the people in his ward that there should be landscaping and a bike path around the plant. Ms. Timian-Palmer said they have a landscape architect working on this and work should begin in the spring. Supervisor Tatro explained there are many children in the neighborhood who attend Eagle Valley Middle School and when they get to Butti there is no more sidewalk and this should take care of the problem. Supervisor Plank noted this had come up at a recent Parks and Recreation Commission meeting and asked that Steve Kastens be contacted about it.

**Sewer Maintenance** - (1-1159.5) Jay Ahrens, Deputy Utilities Director, and Ken Arnold, Environmental Control Manager - Mr. Ahrens explained that the division has three segments and explained their duties. He noted his goal is to complete the southeast Carson Phase IV sewer extension. He also said they have completed basically all of the Empire section and are currently working on the replacement of the south lift station located in the Northern Nevada Correctional Institute.

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(1-1218.5) Mr. Arnold commented on the flood damage and said they contracted with a company called Hydrotech to work on the hydro rodding program and reported it is going well. He also noted the department will be doing some root cutting and cleaning some of the older parts of the City on the west side. At this point Mr. Ahrens provided figures on the mandatory sewer hookup program and said it is progressing very well.

**Sewer Capitalization** - (1-1329.5) Ms. Timian-Palmer said they look at a five year program. She provided details on minor capital outlay including vehicle replacement, ongoing computer equipment, underground tank replacement, etc. She also commented on the need to move some facilities because of the bypass coming through and that sixty percent will be reimbursable by NDOT. She then talked about the major capital outlay which included a lift station being constructed, the sand filtration engineering was completed earlier this year, and a reclaimed water station at Fire Station 2 to allow contractors working in the area not to have drive heavy equipment elsewhere to fill up.

**Utility Billing** - (1-1474.5) Sheila Gallegos, Utility Billing Supervisor, read the mission statement which described the intent of the billing system. She explained one of the things they do is qualify senior citizens for sewer rebates and also audit the sewer and water connection fees after five years to see if they receive a rebate or an additional charge. She noted that this year they will be implementing a method for saving postage by going to bar coding. She added this would save \$8,000 per year. She noted they are also looking at other ways to save money such as looking at having the printing of bills contracted out leaving them more time to provide more customer service.

Mayor Masayko declared a recess at 7:45 p.m. for adjustment of the sound system. When he reconvened the meeting at 7:50 p.m. a quorum was present.

(1-1627.5) Ms. Gallegos continued her presentation by explaining the difference between their billing office and collection office.

**Water Utility** - (1-1663.5) Mr. Greer noted that as with sewer water is funded with user charges and connection fees. He said the revenues have been coming in very good this year. He added that the customer base has been increasing by 3.3 percent per year. He said he was projecting a three percent increase in service charges and a four percent increase in user fees. He noted connection fees have also been coming in very strong. At this point Ms. Walker said they are purchasing \$1 million worth of water rights for future users and are recommending a ten percent increase in connection fees. She explained this would generate \$150,000 strictly to pay for the water right purchase. (1-1843.5) Gail Farley, representing the Builders Association, said Ms. Walker had outlined the ten percent increase for them and added they do not have a problem with it.

**Water Maintenance** - (1-1867.5) Tom Hoffert, Water Utilities Superintendent, reviewed the mission statement followed by their goals, one of which was the development and implementation of a five year retrofit program for the automatic meter reading. He explained they had done some tests so that they can determine costs and what would be attainable in the future. He noted this was reflected in the budget. He also said they will do a retrofit program in five years on existing meters. He noted that all the water the City supplies meets quality standards set by regulatory agencies. Ms. Timian-Palmer said there is a difference in the water quality between the east side and west sides of the City. She explained that the water quality on the east side is not the same as the west side and she plans to install a polishing plant at well heads which will remove minerals in the water. Mr. Hopper said in the interim they have instituted a main line flushing program in areas that are affected the most by water quality. He also explained other steps they are taking to alleviate the problem on the east side. Supervisor Bennett cited an example of the change and odor of the water at her home and Mr. Hopper talked about what has been done in the area. At this point Supervisor Bennett commended the department on emergency calls which had been responded to within 24 hours at 100 percent.

**Water Capitalization** - (1-2209.5) Ms. Timian-Palmer provided details on the ongoing program. This included vehicle and equipment replacement on a yearly basis, hand held radios, furniture and fixtures, surveying

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equipment, etc. She also mentioned that the VC recharge basin was lost in the flood and that they are working with FEMA on this. She then talked about the projects for next year. These were looking at Governors and Edmonds park projects on bringing them on reclaimed, another Eagle Valley water rights production source, and bringing the cemetery on effluent which is being designed and construction will start as soon as possible. She also mentioned the \$1 million Silver Saddle water rights purchase. She explained the procedure for the negotiations. She also mentioned the steps that need to be taken with the local users, the Native Americans, the State Engineer and the Water Master before they can take this to the Board. Supervisor Bennett felt that the Board would be receiving basically a done deal and expressed her feeling it would have been appropriate for the City Manager to have brought the idea in concept to the Board. Mr. Berkich said this had been done approximately six weeks earlier in a report to the Board but not at a Board meeting. He noted this was consistent with past policies and direction given to staff with regard to water rights and planning for the future growth of the community. Ms. Timian-Palmer then commented there is probably enough water for when the population is 68,000 but plans must be made in advance to purchase additional supplies.

**Ormsby Sanitary Landfill** - (1-2457.5) Mr. Arnold provided details of the mission statement. This was followed by the goals and objectives. He noted that a goal that had been achieved was a grant for \$15,000 from NDEP for public education including working with school children, landfill tours, recycling, etc. He also said they want complete remediation of the Sheriff's fuel tank problem and that the contaminate numbers are starting to drop. He also mentioned an underground tank problem at the airport which they want to mitigate and another at the corporate yard. He also talked about hazardous material disposal and accompanying problems. Mayor Masayko asked about the anticipated life of the landfill and Mr. Arnold said it should be twenty years. Ms. Walker then explained that some fees from the landfill have been accumulating and will be used for post-closure expenses in the future.

**Golf Course Fund** - (1-2751.5) Mr. Berkich said he wanted to brief the Board on the status of the development of the agreement between the non-profit corporation and the City. He added that staff has been working with the corporate board and they had hoped it would be ready in time for the agenda of the May 15 Board meeting but it would not be. He noted there are still outstanding issues that need to be resolved. He added that these are technical in nature. He also said word had been received that it will probably be another three months before the government approves the 5013C status. He explained that the transfer cannot be achieved until the proper status has been approved. At this point Ms. Walker commented on the necessary requirements to make the bonds involved non-taxable. Supervisor Bennett noted that the Board makes the policy and if there is some risk that needs to be taken it would be the decision of the Board to do that. However, she said they still develop policy and it may be that the Board decides they do not have to dance to the tune of every single attorney that is lining up in this process. Mr. Berkich noted there are Federal tax code and BLM regulations and staff is attempting to structure an agreement that satisfies those regulations. He added this is not a policy issue but rather a factual explanation of the IRS codes and BLM regulations. He then said the budget was abbreviated and will go through September of the following fiscal year and staff was not recommending any expenditures for capital improvements. He said it is anticipated the transfer will occur on or before the end of September. Discussion then ensued on the remediation of the water and odor problems at the club house and Mr. Berkich said he would report back on the progress. The discussion turned to the new furniture for the Board to be used in the new City Hall. Ms. Walker explained there is a long lead time and it would possibly not be delivered until August unless it is ordered as soon as possible.

There being no further business Mayor Masayko entertained a motion to adjourn. Supervisor Plank moved to adjourn. Mayor Masayko seconded the motion. Motion carried 4-0. Mayor Masayko adjourned the meeting at 9:15 p.m.

The Minutes of the May 7, 1997 special meeting of the Carson City Board of Supervisors

ARE SO APPROVED \_\_\_7/3\_\_\_, 1997

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/s/ \_\_\_\_\_  
Ray Masayko, Mayor

ATTEST:

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Alan Glover, Clerk-Recorder