

TRI GENERAL IMPROVEMENT DISTRICT
DRAFT MINUTES OF THE DECEMBER 2, 2020 PUBLIC MEETING
OF THE BOARD OF TRUSTEES

Place of Meeting:

Pursuant to Section 3 of the Declaration of Emergency Directive 006, there was no physical location. The meeting was held via teleconference only, with members of the public able to attend telephonically by calling the following number:
Phone: 1-267-866-0999 Meeting ID: 8444 97 9116.

Date of Meeting: December 2, 2020 2:00 p.m.

AGENDAN ITEM 1: INTRODUCTION ITEMS.

- A. **Call to Order and Roll Call:** The meeting was called to order at 2:03 p.m. by President Kris Thompson. The meeting was held via Teams meetings. The Trustees present were Kris Thompson, Jennifer Barnes and Luz Armas. Other meeting attendees were Debbie Leonard, Esq. counsel for the TRI GID; Shari Whalen, General Manager for the TRI GID; and Tracy Black, Administrative Services Manager for the TRI GID.
- B. **Public Comments:** There were no public comments.
- C. **Approval of Agenda for December 2, 2020** (For Possible Action)
Jennifer Barnes moved and Luz Armas seconded the motion to adopt the agenda of December 2, 2020. The motion carried unanimously.

Kris Thompson acknowledged appreciation for Lucy Armas and Jennifer Barnes for their many years of public service to this board, noting that this should be the last board meeting before the governance of the TRI GID Board of Trustees transfers to the Storey County Board of Commissioners.

AGENDA ITEM 2: CONSENT AGENDA

(All consent items may be approved together with a single motion, be taken out of order, and/or be heard and discussed individually).

Kris Thompson explained that the 5 topics under Agenda Item 2 are routine items that will be voted on with a single vote. This agenda and reference documents were distributed earlier to the Trustees and posted as public notice. Debbie Leonard confirmed that the items did not need to be stated for the record. Jennifer Barnes moved to approve the consent agenda and Luz Armas seconded the motion, the motion carried unanimously.

- A. **Approval of Minutes of August 27, 2020 meeting** (For Possible Action)
- B. **Approval of Voucher Report** (For Possible Action) for the period of July 1, 2020 through October 1, 2020
- C. **Ratification of payment to F and P Construction** (For Possible Action) in the amount of \$16,334.31 for water line leak repairs at Milan Drive
- D. **Approval for purchase** (For Possible Action) of a 4-inch Submersible Flygt Wastewater Pump for the Wild Horse Lift Station in the amount not to exceed \$13,374.90, including a 10% freight and contingency allowance.
- E. **Approval of an amendment to the Farr West Engineering Master Services Agreement** (For Possible Action) in the amount not to exceed \$30,640.00, to provide Certified Grade III Water Treatment Plant Operator services in compliance with NAC 445A.

AGENDA ITEM 3: REGULAR AGENDA.

A. Discussion and Possible Action to Approve the FY20 Annual Financial Report and Audit

General Manager Shari Whalen introduced Beth Farley with Eide Bailey for discussion on the FY20 Financial Report and Audit findings. President Kris Thompson stated there was plenty of time to review the report, and a high-level summary would be sufficient.

Beth Farley explained that on the Required Board Communications, there were some proposed recommended journal entry adjustments. On the Audited Financial Statements, no modifications to general accounting principles, no new standards need to be adopted or adjustments made. Additional notes were entered on the changes that will be coming with the potential transition. Auditors Report, in accordance with government auditing standards, significant deficiencies and a material weakness was noted on the report. Several journal entries to reclassify some expenses and propose some adjustments were suggested. Other deficiencies include: internal staff not being up to date with GASBE, which created a deficiency in financial statement preparation, a payroll deficiency, although payroll was paid correctly and PERS was reported on time the amount paid was not accurate. Guidance was given to GM Shari Whalen to clear up PERS and direction for future reporting. There were no deficiencies, in regard to the requirements for compliance under the rules of the NRS.

Kris Thompson confirmed the asset value to date with Beth Farley and elaborated that after the remaining assets are turned over to the GID from the developer that number will increase. This will help manage concerns for capital to improve the aging infrastructure. No questions and no public comments. Jennifer Barnes moved and Luz Armas seconded the motion to approve. Motion carried unanimously.

B. Discussion and Possible Action to Approve a Cooperative Agreement between TRI General Improvement District and Canyon General Improvement District for Certified Grade III Wastewater Treatment Plant Operator Services for the TRI Wastewater Treatment Plant

Shari Whalen explained that with the resignation of our Operations Superintendent who had a level 4 certification, the GID is out of compliance under requirement NAC 445A. The solution was to work with Canyon GID to meet the requirements. GM Shari Whalen is requesting authorization to approve the interlocal agreement with Canyon GID, allowing for any minor changes. No questions and no public comments. Jennifer Barnes moved and Luz Armas seconded the motion to approve. Motion carried unanimously.

C. Discussion and Possible Action to Approve the purchase of two Clay-Val Altitude Valve Stations in the amount of \$157,883, including a 10% freight and contingency allowance, as part of the construction of Altitude Valve installations at Tanks 1 and 3

GM Shari Whalen explained that this agenda item was originally approved as part of the budget and the original cost was thought to be less than the current design, equipment charges and labor to install. This will be over budget and GM is requesting approval to purchase the Clay-Val stations in advance of hiring a contractor to install them. Funds are available in the Reserve account to move forward with this essential improvement. No public comments. Jennifer Barnes moved and Luz Armas seconded the motion to approve. Motion carried unanimously.

D. Discussion and Possible Action to Approve the First Amendment to Exit Agreement between TRIGID, TRI LLC, and TRI Water & Sewer Company regarding auxiliary power and fencing

Kris Thompson and Debbie Leonard requested that the trustees confirm that their relationships with their employer would not adversely affect their ability to act in the best interest of the public on this agenda item. The trustees made disclosures and confirmed that their employer would not adversely affect their ability to act in the best interest of the public on this agenda item.

Shari Whalen explained that the amendment deals with auxiliary power and fencing. The Master Developer would pay the GID \$1,352,120 million and in return the GID would take responsibility for any claims by NDEP for any compliance issues. The approximately \$1.35 million was a negotiated amount based on the estimate of the cost for these items, minus contingency and engineering fees. This amount may not cover the total cost of these improvements. No questions and no public comments. Jennifer Barnes moved and Luz Armas seconded the motion to approve. Motion carried unanimously.

E. Discussion and Possible Action to Approve Updates to TRIGID Personnel Policy

GM Shari Whalen summarized some of the changes to the policy taken from other entities such as POOL PACT and City of Fernley. These changes are largely housekeeping in nature and include: clarification on outside employment, addition of a teleworking policy, clarification on background checks, clarification on flex-time and compensatory time, definitions of stand-by, definitions of call-out and call-in, clarification on annual wage increases, addition of vacation cash out and sick leave conversion, addition of catastrophic leave program, clarification of health and life insurance benefits, clarification of compensation in

lieu of benefits, and clarification on educational assistance. No questions and no public comments. Jennifer Barnes moved and Luz Armas seconded the motion to approve. Motion carried unanimously.

AGENDA ITEM 4: NEW BUSINESS. There was no new business.

AGENDA ITEM 5: PUBLIC COMMENT. There were no public comments.

AGENDA ITEM 6: ADJOURNMENT. With no further business to come before the Trustees, the meeting was adjourned at approximately 2:38 p.m.