



PO Box 915
Zephyr Cove, NV 89448
775-586-1610 x 21

Board Meeting Minutes

April 19, 2018

1:00 PM

Location: The Parasol, Trepp Room, 948 Incline Way, Incline Village, Nevada

Present: Supervisor G. Smith
Supervisor Cook
Supervisor Nelson
Supervisor Martin
Supervisor McCarthy
Supervisor Perlman-Whyman
Supervisor Appointee D. Smith

M. Kelly, District Manager
D. Olson, Assistant District Manager
L. Coe, National Resources Conservation Service

Absent: Supervisor Berkbigler
Supervisor Sarnoff

Agenda Item

1 Call to Order

2 Supervisor Roll Call

3 Pledge of Allegiance

4 Approval of the Agenda

Agenda items were moved to accommodate the board and Beth Farley. Motion approved by Supervisor Nelson, seconded by Supervisor Cook. Motion carried unanimously.

5 Public Interest Comments (No Action)

Possible Changes to Agenda Order and Timing. Items on the agenda may be taken out of order, combined with other items, withdrawn from the agenda, moved to the agenda of another later meeting; moved to or from the Consent section, or they may be voted on in a block. Items with a specific time designation will not be heard prior to the stated time, but may be heard later. Items listed in the Consent section of the agenda are voted on as a block and will not be read or considered separately unless withdrawn from the Consent agenda.

Posted: Nevada Tahoe Conservation District Administrative Office, Douglas County Clerk, Washoe County Clerk, NV Division of Conservation Districts.

Members of the public who are disabled and require special accommodations or assistance at the meeting are requested to telephone the NTCD Administrative Office at (775) 586-1610 x21 three days prior to the Board meeting. Please contact Dana Olson at PO Box 915, Zephyr Cove, NV 89448; or email dolson@ntcd.org; or phone 775-586-1610 #21 to obtain supporting material for the agenda. Supporting material may also be found at <http://ntcd.org/html/board.php>

CONSENT CALENDAR

The consent calendar consists of items 6 and 7 below. Items appearing on the Consent Calendar are items that can be adopted with one motion unless pulled by a Supervisor or a member of the public. Members of the public who wish to have a consent item placed on the Administrative Agenda shall make that request during the public comment section at the beginning of the meeting and specifically state why they are making the request. When items are pulled for discussion, they will be automatically placed at the beginning of the Administrative Agenda or may be continued until another meeting.

Motion to approve the Consent Calendar

Items pulled by Supervisor Martin are 6 A, B & D. Motion approved by Supervisor Martin, seconded by Supervisor Cook. Motion carried unanimously.

Agenda Items

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6 Agency Reports, Discussion/Possible Action

A For Possible Action: Natural Resources Conservation Service (NRCS) report

Livy Coe noted that the letter and the new proposal request sent to them from District Manager Kelly were received very positively. NRCS has been invited to the August or September board meeting and site walk of project areas by District Manager Kelly.

B For Possible Action: National Association of Conservation Districts (NACD) report

Supervisor Perlman-Whyman discussed the national Summer meeting will be held in Williamsburg, Virginia August 2nd to 8th. The Regional will be held in Pasco, Oregon the 2nd week of September.

C For Possible Action: Department of Conservation and Natural Resources Conservation District Program report

D For Possible Action: Nevada Association of Conservation Districts (NvACD) report

Supervisor Perlman-Whyman wanted to make sure everyone was receiving Maggie Orr's email updates and to let her know if not so she can get you on the mailing list. Currently, the wild horse issue is one of the large topics. The NACD is aware of the overpopulation and has been collecting data. They are partnering with the Nevada Live Stock Association. Supervisor McCarthy wanted to know if there was an invasive plants working group. Supervisor Perlman-Whyman did not know if one, but requested a paragraph from Supervisor McCarthy on what she was interested in exactly and do some research.

7 Discussion/Possible Action (Business)

A For Possible Action: Approval of the Board of Supervisors meeting minutes for March 15, 2018.

5

B For Possible Action: Approval of Washoe County Lake Clarity Crediting Program Registration and Implementation Grant.

Washoe County mitigation funds from the Tahoe Regional Planning Agency to assist Washoe County Lake Clarity Crediting Program Registration have been released to the District. These are match funds for the Nevada Division of Environmental Protection's contract (Agenda item 10). Funds total: \$45,911.23 Effective Date: April 2018 to December 2019.

C For Possible Action: Approval of Nevada Tahoe Conservation District Proposed Budget and Work Plan

9

The District has developed its work plan and proposed budget for Fiscal Year 2019. This will be submitted to the Nevada Association of Conservation Districts.

A For Possible Action: Approval of the Board of Supervisors meeting minutes for February 15, 2018.

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ADMINISTRATIVE CALENDAR

Agenda Items

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8 Consent Calendar items pulled for further discussion

Item(s) pulled from the Consent Calendar will be heard at this time.

9 For Possible Action: Approval of the NTCD financial report for March 2018

19

As of 3/31/18, the District's Fund balance was \$109,469. This represents the District's available spendable resources, or assets less liabilities. March had a deficit of \$3,127. There was approximately \$2000 more General Fund spending by the staff than average and consequently, not as much indirect cost brought in. Domi Fellers has started to work again this month and will up her hours in future months. The District does not foresee any large expenditures in the near future. This is the District's 9st month of the fiscal year.

Asst. District Manager Olson and District Manager Kelly discussed the lack of project work for the next few months and are considering furlough and potentially laying off an employee. District Manager Kelly has been exhausting her options in looking for additional grants.

Supervisor Perlman-Whyman asked if there are any funds coming from Washoe County this year and discussed their obligation as a partner agency to assist the District. Supervisor Appointee D. Smith requested clarity on the vision and direction of the District and explained the County's budget is tight. Supervisor McCarthy explained that this funding from the County is needed to continue to partner with them and allow the District to have the ability to continue to look for projects and funding opportunities that would benefit the county.

Motion approved by Supervisor Martin, seconded by Supervisor Perlman-Whyman. Motion carried unanimously.

10 For Possible Action: Performance review for District Manager Meghan Kelly

25

Asst. District Manager Olson will send out fillable Review forms that need to be filled out by supervisors and returned to Supervisor G. Smith. Merit increase will be discussed in July after assessing the budget and evaluations are completed and reviewed. Motion approved by Supervisor McCarthy, seconded by Supervisor Martin. Motion carried unanimously.

11 For Possible Action: Approval of Nevada Department of Environmental Protection Lake Clarity Crediting Program Registration and Implementation Grant.

28

This project will assist Washoe County and fulfill obligations and commitments contained in the Interlocal Agreement (ILA) to Implement the Lake Tahoe Total Maximum Daily Load (TMDL) with the Nevada Division of Environmental Protection (NDEP). Contract total: \$45,911.23 Effective Date: April 2018 to December 2019. Motion approved by Supervisor D. Smith, seconded by Supervisor Martin. Motion carried unanimously.

12 For Possible Action: Approval of Nevada Department Of Transportation (NDOT) Lake Clarity Crediting Program Registration and Implementation Grant.

44

This project will assist NDOT and fulfill obligations and commitments contained in the Interlocal Agreement (ILA) to Implement the Lake Tahoe Total Maximum Daily Load (TMDL) with the Nevada Division of Environmental Protection (NDEP). Contract total: \$99,194 Effective Date: April 2018 to December 2019. Motion approved by Supervisor D. Smith, seconded by Supervisor Cook. Motion carried unanimously.

13 For Possible Action: Approval of Lower Wood Creek Water Quality Improvement

50

Project with Washoe County.

The District will assist Washoe County and their consultant with the Lake Clarity Crediting Program related modeling and reporting for the Lower Wood Creek Water Quality Improvement Project including attending technical advisory and design team meeting, providing design input, and registering the project. Meghan Kelly, District Manager, will sign when received. Contract total: \$34,911.24 Effective Date: April 2018 to March 2021. The District is working with B. Jesch to develop an interlocal agreement for future agreements. Motion approved by Supervisor Martin, seconded by Supervisor D. Smith. Motion carried unanimously.

14 For Possible Action: Approval of Kahle Water Quality Basin Implementation Project Construction Contract with Rapid Construction Inc.

56

The closing of the bids for Kahle Water Quality Basin Implementation Project is Was April 25th. Rapid Construction Inc. was the best valued bidder at the contract sum of \$1,111,111.11. District staff have reviewed the bid package for completeness and checked references. Motion approved providing District Manager Kelly confirms the preferential bidding process with the United States Forest Service before Chairman G. Smith signs agreement. Approved by Supervisor D. Smith, seconded by Supervisor McCarthy. Motion carried unanimously.

15 For Possible Action: Approval of Pittman Terrace Water Quality Improvement Project Construction Contractor.

100

Sierra Nevada Excavation was the low bidder, but did not provide necessary Section 2 information. No other bidder was under the budget of the project. Nevada Department of Transportation is requesting a rebid of the project. Motion to cancel the Pittman Terrace Water Quality Improvement Project bids and rebid the project approved by Supervisor Martin, seconded by Supervisor D. Smith. Motion carried unanimously.

16 For Possible Action: Online Payment of Insurance Bills

Currently the District pays our health, dental, eye and disability insurances by check. There are options to pay all of these bills online and/or automatically. This will save money and time by staff. Supervisor G. Smith requested a log of bills paid online to be brought to the Board meetings periodically. Motion approved by Supervisor Martin, seconded by Supervisor D. Smith. Motion opposed by Supervisor Nelson.

17 For Possible Action: Staff Report

18 Supervisor's Comments

19 Public Interest Comments

20 For Possible Action: Motion to Adjourn

Motion approved by Supervisor Cook, seconded by Supervisor G. Smith. Motion carried unanimously.
