



The Minden Town Board meeting will be held at 5:30 p.m. on Wednesday, December 1, 2010, at 1602 Esmeralda Avenue, Minden, Nevada.

## **SPECIAL NOTE: The Administrative Agenda for the December 1, 2010, meeting will begin at 6:00 p.m.**

NOTICE: NRS 237: The Minden Town Board has adopted a Standard Policy No. 7, which contains a motion regarding Business Impact Statements. When the Town Board approves its agenda, it also approves a motion which includes ratification of staff action taken pursuant to NRS 237.030 et seq. with respect to items on the Board's agenda. This includes, without limitation, the conclusion that each rule, ordinance, or regulation which is on the Board's agenda is without direct and significant economic burden on a business or direct restriction on the formation, operation, or expansion of a business; and that each rule, ordinance, or regulation which is on the Board's agenda for which a BIS has *not* been prepared does not impose a direct and significant economic impact on a business or a direct restriction on the formation, operation, or expansion of a business.

NOTICE: to persons with disabilities: Reasonable efforts will be made to assist and accommodate physically handicapped persons desiring to attend the meeting. Please contact the Minden Town Office in writing at 1604 Esmeralda Avenue in Minden, Nevada or call 775-782-5976 in advance of the meeting, preferably at least 24 hours prior to the meeting, so that the arrangements may be conveniently made.

Copies of this notice and agenda have been posted on or before 9:00 a.m. on the third working day before the meeting at the following locations: Minden Administration Office, Minden Post Office, Douglas County Administrative Building, and CVIC Hall bulletin board.

### **I. PRELIMINARY MATTERS AND PUBLIC INTEREST COMMENTS**

5:30 p.m. Call meeting to order.

1. Pledge of Allegiance
2. Approval of Agenda
3. Approval of minutes:
  - a. October 26, 2010 Special board meeting
  - b. November 3, 2010 Board Meeting
4. Approve and ratify vouchers and claims
5. Acknowledgement of gifts
6. Acknowledgement of service awards
7. Public comment: Discussion may be limited to three minutes per person at the discretion of the Chair. **No action** may be taken on a matter raised under this portion of the agenda until the matter itself has been specifically included on an agenda as an item upon which action may be taken.

### **II. STAFF REPORTS**

**Note:** Items on the Administrative Agenda will not be discussed during staff reports.

1. Public Works: Monthly report of activities by Public Works staff.

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2. Engineering Report: Discussion may include streets, sidewalks, drainage, water issues and related items.
3. Attorney Report: Discussion may include factual and legal aspects of the performance by the Town and its advisory board of functions granted to the Town under provision of Chapter 269 of the Nevada Revised Statutes, the Douglas County Code, the Town ordinances and policies. These items include, without limitation, streets, sidewalks, drainage, water rights, water distribution rates, and Chapter 237 of NRS. This item may include a report on the status of the Ninth Judicial District Court Order affirming Nevada State Engineer Ruling 5791 entered February 24, 2010.
4. Manager's Report: Discussion may include a report on Manager's activities, progress on or status of assigned tasks and projects, or general information of interest to the Board.
5. Board member reports:
  - a. Chairman's report
  - b. Board member comments

**III. ADMINISTRATIVE AGENDA:** The following item(s) are scheduled for public hearing. At the beginning of each item, the Chairman will read the Agenda item into the public record. Next, Town staff will present a summary of the staff report and recommendation, including any updated information that was received after the date staff reports were distributed. The Board will follow with questions of staff, and then the Chairman will open the hearing to public testimony. Normally, the applicant and/or their representatives are permitted to speak first, followed by Board questions, and then the Chairman will allow comments and questions from the public at large. The Chairman has the right to establish time limits for comments and allow for rebuttal.

### **SPECIAL NOTE: The Administrative Agenda will begin at 6:00 p.m.**

1. (6:00 p.m.) Discussion and possible action to approve, approve with conditions, continue, or deny a request for the Town of Minden to allow sales of t-shirts and/or other memorabilia in Minden Park by the Douglas County Parks & Recreation Department at the 2011 Douglas County Parks & Recreation GE Family Concert series. Appearance by Bob Hadfield.
2. (6:05 p.m.) Discussion and possible action to approve, approve with conditions, continue, or deny "Bylaws for Town Meetings and Other Matters of Internal Governance of the Town of Minden." Appearance by Town Attorney.
3. (6:10 p.m.) Discussion and possible action to approve, approve with conditions, continue, or deny Resolution #2010R-104 to augment the 2010/2011 budget and execute inter-fund transfers. Appearance by Town Manager.
4. (6:15 p.m.) Discussion and possible action to approve, approve with conditions, continue, or deny, for the Buckeye Maintenance Facility: 1) the Guaranteed Maximum Price of \$2,952,201; 2) an amendment to the existing Agreement with Q&D Construction; and 3) if the amendment to the existing Agreement with Q&D is approved, authorize the Chairman to execute the amendment to the existing Agreement with Q&D. Appearance by Q&D Construction.

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5. (6:20 p.m.) Discussion and possible action to: 1) examine, award, continue, or reject Bid for the installation portion of the Transmission Main Materials for the Buckeye Road (Heybourne Road to Virginia Ditch) Water Line Project to the lowest responsive and responsible bidder. Staff recommends award of the contract to V & C Construction in the amount of \$463,741. 2) If bid is awarded, authorize Chairman to execute Agreement for same. Appearance by Town Engineer.

6. (6:25 p.m.) Presentation by Tom Dallaire and Roger Van Alyne regarding the Martin Slough Ditch Trail.

7. (6:30 p.m.) Discussion and possible action to: 1) Elect Minden Town Board Chairman for calendar year 2011; and 2) Elect Minden Town Board Vice-Chairman for calendar year 2011.

8. (6:35 p.m.) Recognition of outgoing Board members.

### **IV. ADJOURNMENT**