



The Minden Town Board meeting will be held at 5:30 p.m. on Wednesday, September 7, 2011, at 1602 Esmeralda Avenue, Minden, Nevada.

**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.

**NOTICE:** Items on the Agenda may be taken out of order. The Minden Town Board may combine two or more agenda items for consideration. The Minden Town Board may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

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.

#### **5:30 P.M. CALL MEETING TO ORDER.**

#### **PLEDGE OF ALLEGIANCE**

#### **APPROVAL OF AGENDA**

**APPROVAL OF MINUTES:** August 3, 2011 Board Meeting

August 24, 2011 Special Board Meeting

#### **ACKNOWLEDGEMENT OF GIFTS**

**ACKNOWLEDGEMENT OF SERVICE AWARDS:** 25 Year Service Award

**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.

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

1. Public Works: Monthly report of activities by Public Works staff.
2. Engineering Report: Discussion may include streets, sidewalks, drainage, water issues and related items.
3. Board member reports:
  - Board member comments
  - Chairman's report

#### **CONSENT CALENDAR FOR POSSIBLE ACTION**

Items may be moved to or from the Consent Agenda at the beginning of the Board meeting during the Approval of the Agenda item, by a Town Board member or member of the public. Items on the Consent Agenda may be voted on in a block, i.e., with one motion on all those items, one second to the motion, and one vote by the Board members. Items removed from the Consent Agenda will be heard immediately following the Consent agenda in the same order set forth in the Consent Agenda.

1. Approve July 2011 claims
2. Approval for a request from Minden Food Company for street closure on Esmeralda Avenue between 4<sup>th</sup> and 5<sup>th</sup> street for a fundraiser benefitting the Sierra Lutheran High School on September 22, 2010 from 3 p.m. to 9 p.m. and waiver of fees of \$500.00 for the Street Closure.

## **Minden Town Board Agenda**

**September 7, 2011**

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**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 comment including 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. For items on which action is taken, the Chairman will close the hearing of public comments before a motion is made and a vote is taken. The Chairman has the right to establish reasonable time limits for comments and allow for rebuttal comments.

6:30 p.m.

1. For possible action: Discussion to approve, approve with conditions or deny a request to approve the process by which the Town Manager is selected. This process will include, but is not limited to, Human Resources minimum qualification screening, Town Board review and recommendation to Human Resources for interviews, and timeline to follow for the process. Appearance by Darcy Worms, Douglas County Human Resources Manager.

2. For possible action: Discussion to approve, approve with conditions or deny a request to 1. Create and extend existing no parking zones on the north side of Mahogany Drive just east and west of the Douglas High School driveway and on the south side of Mahogany just west of the existing crosswalk between the Douglas High School property and the Carson Valley Swim Center and 2. Install a new crosswalk on Mahogany Drive at the LDS Church north side walkway. These requests include the installation of No Parking signs and crosswalk signs at locations shown on the map. Copies of the map may be viewed by the public during business hours at the Minden Town office, 1604 Esmeralda Avenue, Minden. Appearance by Public Works Superintendent Greg Hill.

3. For possible action: Discussion to approve, approve with conditions, continue or deny conceptual ideas by East Fork Swim Center concerning upcoming parking lot expansion plans. Appearance by Kirk Chiapella.

4. For possible action: Discussion to approve, approve with conditions, continue or deny changes to the C.V.I.C. Hall rental policy as suggested by Staff and Town Board. Appearance by Trish Koepnick.

5. For possible action: Discussion to approve, approve with conditions, continue or deny a request by the Carson Valley Chamber of Commerce to waive fees for the Carson Valley Chamber of Commerce Bunco/Poker After Hours function, September 30, 2011. Appearance by the Chamber of Commerce.

6. Not for possible action: Presentation by Frontier Communications concerning a proposal for a WiFi hotspot in Minden Park. Appearance by Marcy Fox and Kristen Glenn.

7. For possible action: Discussion to approve, approve with conditions, continue or deny a request to install a monument sign at the Buckeye Maintenance Facility on Buckeye Road, Minden, with a not to exceed cost of \$21,000.

8. For possible action: Discussion to approve, approve with conditions, continue or deny a request to accept the \$220,000 grant from NDOT, and direct staff to pursue the funding of the \$100,000 match as required under the terms of the NDOT approval. Appearance by Town Engineer.

9. For possible action: Discussion to approve, approve with conditions, continue or deny a request to approve bid for the 2011 Lucerne Waterline in the amount of \$1,131,067.70 to Burdick Excavating Company. Appearance by Town Engineer.

10. For possible action: Discussion to approve, approve with conditions, continue or deny a request to accept Easements for Waterline Constructions from (a) 1664 Minden LLC; (b) H&S Construction; (c) Garden Professional Center LLC. Appearance by Town Engineer.

11. For possible action: Discussion to approve, approve with conditions, continue or deny a request to remove the amount of \$51,468.00 from the construction budget category "Cold Weather Protection" for the Buckeye Maintenance Facility to a new category under the heading "Contingency" with no overall change in the project budget. Appearance by Town Engineer.

**ADJOURNMENT**