



The Minden Town Board meeting will be held at 5:30 p.m. on Wednesday, February 1, 2012, 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. Any restrictions on public comment must be reasonable and may restrict time, place and manner of comments but may not restrict comments based on viewpoint.

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:

January 4, 2012 Board Meeting

ACKNOWLEDGEMENT OF GIFTS

ACKNOWLEDGEMENT OF SERVICE AWARDS:

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. 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:
 - Board member comments
 - Chairman's report

Minden Town Board Agenda

February 1, 2012

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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. Approval of claims through January 2012.
2. Approval of a request for the Town of Minden to waive the rental fees for the CVIC Hall for the Carson Valley Arts Council for the 2011-2012 concert series.
3. Approval of a request by Minden homeowner and Town Staff to remove four cottonwood trees in the Town right-of-way at 1525 Mono Avenue at an expense not to exceed \$3,600 to the Town.

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 and possible action to approve, approve with conditions, continue, or deny a request by Carson Valley Reforestation and Beautification Foundation, a Nevada non-profit corporation, for approval of not to exceed \$5,000 of Town funds to help enhance the natural beauty of the Carson Valley and leave a legacy for future generations with a two-mile tree planting project along the US 395 corridor from Genoa Lane to Muller Lane. Appearance by Nick Koropchak, President. **Public comment.**
2. For possible action: Discussion and possible action to approve, approve with conditions, continue or deny a request by Little City Race Series for a street closure permit for a USAC Criterium bike race, July 6, 2012. Appearance by Bubba Melcher, event promoter. **Public comment.**
3. For possible action: Discussion and possible action to approve, approve with conditions, continue, or deny a request by Minden homeowner John H. Garvin for “approval of not to exceed \$2,500 of Town funds to reconstruct a retaining wall by Burdick Excavation Company or the Town’s designee which was demolished in the process of laying a water pipeline through homeowner’s back yard on January 18-19, 2012.” Appearance by John H. Garvin. **Public Comment.**
4. For possible action: Discussion and possible action to approve, approve with conditions, continue, or deny a request by Town Board resolution to 1) keep Town retail water service rates in all classes of water service, including out-of-service-territory contract rates, at existing rates through January 1, 2013; 2) keep Town trash service rates in all classes of trash service at existing rates through January 1, 2013. Appearance by Jenifer Scott, Town Manager. **Public Comment.**
5. For possible action: Discussion and possible action to approve, approve with conditions, continue, or deny a request by Town Staff to 1) lease for five years, or consider a five-year lease with first right of refusal to purchase the recently vacated maintenance facility parcel located at 1613 Water Street; and 2) if item 5.1 above is approved direct Town Manager, Town Attorney and a member of the Town Board to negotiate a new lease for the Board’s consideration and possible action at a future Town Board meeting. Appearance by Jenifer Scott, Town Manager. **Public Comment.**
6. For possible action: Discussion and possible action to approve, approve with conditions, continue, or deny a request to solicit input and set a session to develop specific criteria for priorities and expectations to serve as the basis for the Town Manager’s annual evaluations as set forth in the Employment Contract between the Town of Minden and Jenifer Scott, Town Manager. **Public Comment.**

ADJOURNMENT