

February 1, 2012
Public Works Report

PROJECT UPDATES

Well # 7- Tentatively scheduled to pump test the well the second week in February.

***Buckeye Booster Station** - The building is complete and the interior piping and electrical is nearing completion. The crane is scheduled for installation next week. The pumps will not arrive until April along with the pump control panels. Final completion will probably be at the end of May or early June.*

***Lucerne to Pole Line Pipeline** - The north end of the project has been installed from Heybourne Road to Lucerne. This week the Hwy 395 crossing will be installed and then work will proceed north up Lucerne and south down Lucerne towards Tenth Street.*

We have a request from the resident at 1525 Mono asking us to remove four Cottonwood trees. These trees are in the Town's right of way and have been maintained by the Town in the past. The trees have been responsible for damage to the street and curb and gutter. They are in a state of decline and it is my recommendation that they be removed. Presently, the Town has no official tree policy regarding trees in the right of way. In the past, the Town Board has addressed these types of requests on a case by case basis. Historically, the Town has allowed the property owners to maintain the trees fronting their properties if they elected to do so and those who did not want that responsibility allowed the Town to maintain the trees on the right of way. The owner, Wayne Woods, would participate in an amount not to exceed \$1500.00 if the Board were to approve this request. I have solicited bids from three local tree service companies; the low bid for the removal of these trees is \$3600.00. The cost to the Town would be \$2100.00

Monthly Activities for the Month of January 2012

Trash

- Curbside Containers Residential 3 delivered 4 picked up
Green Waste 1 delivered 0 picked up
- Residential Dumpsters 16 out for 52 dumps
- Commercial Dumpster
- Special Events
- New Accounts

Water

- Routine water meter reads
- Routine water samples
- Routine valve and hydrant maintenance
- Water Turn On/Off :
 - 1135 Wisteria – water turn off / vacant
 - 1647 Lantana – water turn off / snowbird
 - 1726 Cedarwood – water turn off/on / plumber repair
 - 1762 Ironwood – water turn off customer out of town, neighbor reported leak
 - 1705 Lantana – water turn off / vacant
 - 1665 N. Lucerne – water off per customer request
 - Westwood Patio Homes – water turn on sea. irrigation services
 - 1763 Shamrock – water turn off / vacant
 - 1768 Heather Ct. – water off/on customer repair
 - 1705 Lantana – water turn on / request by new owner. Water was off for 18 days
- Well # 7: Installed new 4" water service for Bently Science Park, including pressure regulator and backflow device
- Ranch at Gardnerville – Five new service inspection
- 1091 Cedar Crest – investigate possible water leak reported in road. Found no evidence of leak

CVIC Routine maintenance and repairs

Grounds

- Routine Maintenance
- Routine fertilizer applications
- Routine pruning
- Routine herbicide applications
- Routine irrigation repairs

Streets

- Routine Sweeping
- Routine monthly inspection of all town owned street lights

Vehicle Maintenance

- 2006 Ford F-350: Replace rear main seal, bed plate seal and turbo charger. Work completed by Standard Diesel, install snow plow.
- 1999 John Deere Backhoe: Full routine service all fluids and filters, repair front bucket and install new pads on stabilizer feet.

Vehicle Maintenance Continued

- 1998 Volvo: Replace air filter.
- 2006 Peterbuilt: Replace chain and install new deceleration valve on cart arm.
- 2007 Walker mower: Replace battery.
- 2007 Ford F-450: Inspect truck and install sander unit.
- 2005 Ford F-250: Routine service.
- 2007 Air Compressor: Routine service.

Hours worked by the Public Works Department 12-23-2011 through 1-22-2011

	JANUARY	
DEPARTMENT	2012	
TRASH	340	26%
WATER – Retail	24.5	2%
WATER – Wholesale (includes pumping)	260	20%
BUILDINGS	16.25	1.23%
GROUNDS	199	15%
CVIC	55	4%
STREETS	117	9%
VEHICLE MAINT.	174.5	13%
OTHER / PROJECTS	1	0.08%
EVENTS	3	0.23%
ADMIN	136.25	10%
Total Hours Worked	1326.5	100%

CVIC Report

CVIC REPORT 2011-2012

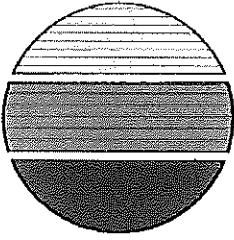
MONTH	UTILITIES	MAINT.	CUSTODIAN SALARIES	TOTAL EXPENSES	REVENUE	BALANCE
Jul	\$ 621.47	\$ 1,394.43	\$ 1,573.12	\$ 3,589.02	\$ 4,976.00	\$ (811.93)
Aug	\$ 716.12	\$ 851.01	\$ 821.67	\$ 2,388.80	\$ 2,995.50	\$ 1,181.75
Sept	\$ 666.43	\$ 916.18	\$ 837.46	\$ 2,420.07	\$ 1,165.00	\$ (73.32)
Oct	\$ 649.16	\$ 410.33	\$ 1,819.28	\$ 2,878.77	\$ 3,236.75	\$ 284.67
Nov	\$ 798.66	\$ 299.60	\$ 1,504.65	\$ 2,602.91	\$ 2,684.25	\$ 366.01
Dec	\$ 818.42	\$ 778.16	\$ 1,379.64	\$ 2,976.22	\$ 3,568.00	\$ 957.79
Jan	\$ 964.98	\$ 712.63	\$ 1,162.90	\$ 2,840.51	\$ 1,853.00	\$ (29.72)
Feb	\$ -	\$ -				
March	\$ -	\$ -				
April	\$ -	\$ -				
May	\$ -	\$ -				
June	\$ -	\$ -				

NOTE: Utilities reflect costs for main hall use, Town office, and offices leased.

NOTE: Revenue reflects income from both main hall use and offices leased.

SWG THRU	1/9/12
NVE THRU	12/17/11
RENT THRU	1/26/12
SALARIES THRU	PP 1/6/12

* Report indicates only custodian wages; administrative and other maintenance staff time is not reflected.



ENGINEERING • SURVEYING • RESOURCES & ENVIRONMENTAL SERVICES

RESOURCE CONCEPTS, INC.

January 25, 2012

Mr. John Stephans, Chairman
Members of the Minden Town Board
1684 Esmeralda Ave.
Minden, NV 89423

Subject: *Activities During the Month of January 2012*

Dear Chairman Stephans and Members of the Board:

During January 2012 construction continued on the Lucerne water main project the booster pump station on Buckeye Road. These are significant construction projects and are well along. The Buckeye Booster Pump Station is fully framed and closed in. It was designed by the same architects who did the maintenance facility, and it matches the architectural style that was set for the site.

The Lucerne waterline construction is also proceeding smoothly. So far construction has been pretty much out of the way of traffic. We are now moving closer to the installation of the new 24" water main in Lucerne on both sides of Hwy. 395, and in Tenth Street where traffic issues will be a bigger factor. The contractor has worked hard with us in keeping homeowners and businesses aware of schedules and in trying to minimize the impact of the construction process. The most difficult times in this regard are coming and we will continue to work with the contractor to minimize the impact on our residents and our businesses.

This has been a quiet month with regard to legal matters. Although the Supreme Court appeal on the Grand Slam case has been filed for some time, we just heard that they have been calendared by briefs. We are still awaiting the ruling from the Douglas County Court regarding the appeal of the Pyramid Lake Tribe to the original Judge Gibbons decision.

Other items for discussion are separate agenda items, and will be addressed in that manner. If anyone has questions please feel free to give me a call to further discuss at your convenience.

Sincerely,

Bruce R. Scott, P.E.
Town Engineer

BRS:td

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