




The Minden Town Board meeting will be held at 5:30 p.m. on Wednesday, April 5, 2017, 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 (BIS). 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 individuals with disabilities 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 at any time remove an item from the agenda or delay discussion relating to an item on the agenda. Any restrictions imposed by the Board or its chair on public comment must be reasonable and may restrict time, place and manner of comments but may not restrict comments based on viewpoint.

Rachel Hamer, Town of Minden Secretary posted copies of this notice and agenda at 8:30 a.m. on the third working day, March 31, 2017, before the meeting at the following locations: Minden Administration Office, 1604 Esmeralda Avenue, Suite 101, Minden, NV 89423; Minden Post Office, 1640 US Hwy 395, Minden, NV 89423; Douglas County Administrative Building, 1616 8th Street, Minden, NV 89423; and CVIC Hall bulletin board, 1602 Esmeralda Ave, Minden, NV 89423.

Signed:  : Rachel Hamer, Secretary.

Copies of supporting material may be requested from Rachel Hamer, Secretary, at 1604 Esmeralda Avenue, Minden, Nevada; by mail addressed to Ms. Hamer addressed to at the Minden Town Office; by phone at (775) 782-5976 or by email at rhamer@douglasnv.us. Copies of supporting material are available to the public at the Town Office, on the Town's website, www.townofminden.com, and at the meeting on the date and place listed above.

5:30 P.M. CALL MEETING TO ORDER

PLEDGE OF ALLEGIANCE

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 has been specifically included on an agenda as an item upon which action may be taken.

APPROVAL OF AGENDA

APPROVAL OF MINUTES:

March 1, 2017, Board Meeting

ACKNOWLEDGEMENT OF GIFTS

EMPLOYEE AWARD

Christopher Murphy, Utility Technician II, Town of Minden

BOARD MEMBER REPORTS: Items on the Administrative Agenda will not be discussed during Board Member committee reports. **No action** may be taken on a matter raised under this portion of the agenda until the matter has been specifically included on an agenda as an item upon which action may be taken. Discussion may include a report on activities of committees or general information of interest to the Board.

CONSENT AGENDA 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 Consent Agenda. 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 order in which they appear in the Consent Agenda.

1. Approval of the March 2017 financial report including claims paid February 17, 2017 through March 23, 2017 for Fiscal Year 2017.

ADMINISTRATIVE AGENDA: The following item(s) are scheduled for public hearing. At the beginning of each item, the Chairman will call the item. Normally, the applicant and/or their representatives are permitted to speak first, and then Town Staff may present a summary of the staff report and recommendation, including any updated information received by the Town after the reports were distributed. Next, Board discussion, and then the Chairman will open the hearing to public comment. For items on which action is to be taken, the Chairman will close the hearing of public comment before a motion is made and a vote is taken. The Chairman has the right to establish reasonable time limits for comments and to allow for rebuttal comments.

1. For possible action: Discussion and possible action to approve, approve with conditions, continue or deny a request to donate by resolution the tables and chairs owned by the Town of Minden and previously used in the CVIC Hall to the Family Support Council. Appearance by Steve Decker, Executive Director of the Family Support Council. **Public comment.**
2. For possible action: Discussion and possible action to approve, approve with conditions, continue or deny a request by Main Street Minden to contribute \$45,000 in Fiscal Year 2018 to the Main Street Minden Program in recognition of the continued long term partnership between the Town of Minden and Main Street Minden for the economic vitality and quality of life programs for our Town. Appearance by Connie Billington, Executive Director, Main Street Minden. **Public comment.**
3. For possible action: Discussion and possible action to approve, approve with conditions, continue or deny an Agreement by and between Park Ranch Holdings, LLC and the Town of Minden regarding the use of Park Heritage Ranch Supplemental Irrigation Wells (Application Numbers 86380T, 86381T, 86382T, 86383T, 86384T, 86385T, 86386T, 86387T) and if approved authorize the Chairman to execute the agreement and a letter of support by the Town of Minden of permanent applications by Park Ranch Holdings, LLC to the State Engineer for the same subject to this agreement. Appearance by Jenifer Davidson, Town Manager. **Public comment.**
4. For possible action: First public hearing. Discussion and possible action to approve, approve with conditions, continue or deny Town of Minden Resolution Number TOM2017R-01 to increase by an amount not to exceed 10% Town trash removal rates for all classes of service.

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Possible action may also include increasing the cost for an extra can from \$3.90 per quarter to \$7.00 and establishing a cost of service based user charge for the residential dumpster program. Appearance by Jenifer Davidson, Town Manager and Ted Thran Town Accountant. **Public comment.**

5. For possible action: First public hearing. Discussion and possible action to approve, approve with conditions continue or deny Town of Minden Resolution Number TOM2017R-02 establishing a fee for the purchase, installation, maintenance and eventual replacement of a water meter on each existing and new connection to the Town of Minden Water system and requiring said meter to be installed on all connections by 2025. Discussion and possible action may also include adopting, adopting with conditions, continuing or denying the Universal Water Metering Program. Appearance by Jenifer Davidson, Minden Town Manager. **Public comment.**
6. For possible action: First public hearing. Discussion and possible action to approve, approve with conditions, continue or deny Town of Minden Resolution Number TOM2017R-03 to increase by an amount not to exceed 5% Retail Water Rates for residential customers of the Town of Minden. The proposed increase would not impact Town of Minden Commercial Customers. Appearance by Jenifer Davidson, Town Manager and Ted Thran Town Accountant. **Public comment.**
7. For possible action: Discussion and possible action to provide direction to Town Staff regarding the amortization over time of Water Capacity Fees for future commercial customers of the Town of Minden Water System. Appearance by William Souigny, Chairman of the Town Board. **Public comment.**
8. For possible action: Discussion and possible action to approve, approve with conditions, continue or deny a request to eliminate one Maintenance Specialist position and create one Maintenance Specialist Senior position, effective July 1, 2017. Appearance by Jenifer Davidson, Town Manager. **Public comment.**
9. For possible action: Discussion and possible action to adopt, adopt with conditions, continue or deny the Town of Minden Capital Improvement Plan for Fiscal Year 2018. Possible action may include discussion and approval of all or a portion of the projects on the Capital Improvement Plan. Appearance by Jenifer Davidson, Town Manager. **Public comment.**
10. For possible action: Discussion and possible action to approve, approve with conditions, continue or deny a Town of Minden Fiscal Year 2017/2018 tentative budget. Consideration of the FY17/18 final budget is currently scheduled for the regular Town Board meeting in May. Appearance by Ted Thran, Town Accountant and Jenifer Davidson Town Manager. **Public comment.**
11. For possible action: Discussion and possible action to adopt, adopt with conditions, continue or deny the Town Manager's priorities and expectations for 2017. Appearance by Ryan Russell, Legal Counsel for the Town of Minden. **Public comment.**
12. For possible action: Discussion and possible action to direct staff in relation to Staff Reports. Discussion shall include a Staff Report on the activities, progress on or status of assigned tasks and projects, or general information regarding operations and projects related to trash, retail and wholesale water service, and other functions of the Town of Minden. Appearance by Jenifer Davidson, Town Manager and JD Frisby, Superintendent of Public Works. **Public comment.**

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13. For possible action: Discussion and possible action to provide direction to Town Staff regarding Town Staff report on a bill(s) or bill draft request(s) ("BDR") listed on the Nevada Legislature website (<http://www.leg.state.nv.us/Session/79th2017/>) for the 79th (2017) Nevada Legislative which may affect the Town of Minden or its Board. Appearance by Jenifer Davidson, Town Manager. **Public comment.**

PUBLIC COMMENT: Final period of public comment to allow public comment on any matter within the Town Board's jurisdiction, control, or advisory power. 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 has been specifically included on an agenda as an item upon which action may be taken.

ADJOURNMENT