



This is only an **ACTION FROM AGENDA**. The official minutes must be submitted to the Minden Town Board for their approval.

MINDEN TOWN BOARD

September 6, 2017

5:30 P.M. MEETING CALLED TO ORDER

PLEDGE OF ALLEGIANCE: Held

PUBLIC COMMENT: Held

APPROVAL OF AGENDA: Approved

APPROVAL OF MINUTES: August 2, 2017 Board Meeting: Approved

ACKNOWLEDGEMENT OF GIFTS: None

BOARD MEMBER REPORTS: None

CONSENT AGENDA FOR POSSIBLE ACTION:

1. Approval of the August 2017 financial report including claims paid July 21, 2017 through August 24, 2017 for Fiscal Year 2017.
2. TOWN OF MINDEN PROCLAMATION NO. 2017P-001: A proclamation recognizing the Business Council of Douglas County for 25 years of dedicated service to the Town of Minden.

Approved

ADMINISTRATIVE AGENDA:

1. For possible action: Discussion and possible action to approve, approve with conditions, continue or deny a request by Town Staff to partner with the Douglas High School Leadership class to host a 2017 Homecoming event in Minden Park on Wednesday October 4, 2017. Approval of this request would include setting a budget for Town participation in the event of \$500 and waiving fees associated with street closure, use of Minden Park, use of Town equipment and assistance with the event by Town Staff. Town approval will also include closure of Esmeralda Avenue and Mono Avenue between Sixth Street and Fourth Street; and Sixth Street, Fifth Street and Fourth Street from Mono Avenue to Esmeralda Avenue from 2:00pm through 8:00 pm on the day of the event. Appearance by Jenifer Davidson Town Manager, and Karen Lamb on behalf of Douglas High School Leadership Class. **Approved.**
2. For possible action: Discussion and possible action to approve, approve with conditions, continue or deny a request by Main Street Minden for the Town of Minden to sponsor and approve a 5k Fun Run/Walk, also known as the "First Annual Carson Valley Turkey Trot." Approval of this request would include approval of the route for the event and waiving the fees associated with the use of Minden Park, Town equipment and an intermittent street closure impacting multiple streets in the Town of Minden between Spruce Street and Olua Street and US Highway 395 and Wildrose Drive and Mackland Avenue for small periods of time between the

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hours of 7:00 am and 11:30 am ON THANKSGIVING, THURSDAY NOVEMBER 23, 2017. Where possible impact to residential homes on the route will be mitigated by encouraging participants to utilize sidewalks. Volunteers will be posted at intersections to assist participants with safe crossings along the route. Traffic control and safety plans for the event will be reviewed and approved by the Douglas County Sheriff's Office and Town of Minden Staff. It is anticipated that no street or intersection will be closed for longer than 5 minutes at a time. Appearance Connie Billington, Executive Director of Main Street. **Approved.**

3. For possible action: Discussion and possible action to formally accept, accept with conditions, continue or deny the water system improvements for Esplanade at the Ranch, to be dedicated to the Town by Jenuane Communities LLC and KDH Builders LLC. Appearance by a representative on behalf of Jenuane Communities LLC and KDH Builders LLC. **Approved.**
4. For possible action: Discussion and possible action to provide direction to Town Staff regarding a scope of work for design and engineering services for the Fiscal Year 2017/2018 Lucerne Street Rehabilitation Project. Possible action may include providing direction to Town Staff regarding the possible removal, modification and/or refurbishment of the landscape median on Lucerne. Appearance by JD Frisby, Town Superintendent of Public Works. **Item Removed From Agenda.**
5. For possible action: Discussion and possible action to accept, accept with conditions, continue or deny a bid by Kustom Koatings Inc. for the Fiscal Year 2017/2018 Town of Minden Street Sealing Project for \$75,251.62. Possible action may include also accepting the additive alternate bid item to stripe the streets after sealing for \$2,376.00. The total Fiscal Year 2017/2018 Town of Minden Street Sealing Project budget is \$75,000. If the bid and bid alternate are accepted the total cost of the project would be \$77,627.62. Appearance by JD Frisby, Town Superintendent of Public Works. **Approved.**
6. For possible action: Discussion and possible action to provide direction to Town Staff regarding the dissemination of 10 VIP Tent guest passes for the 2017 Minden Tahoe Airport Aviation Roundup donated to the Town by the Airport in recognition of the Town's \$3,500 sponsorship of the event. Appearance by Jenifer Davidson, Minden Town Manager. **Gave Staff Direction.**
7. For possible action: Discussion and possible action to approve, approve with conditions, continue or deny a request to send a Board Member and the Town Manager to the 2017 Nevada League of Cities Conference October 9-13th in Mesquite, Nevada, for an amount not to exceed \$3,500 in conference registration fees and travel expenses. Appearance by Jenifer Davidson, Town Manager and Glen Radtke, Board Member. **Approved.**
8. For possible action: Discussion and possible action to approve, approve with conditions, continue or deny a request to change the date of the October and November 2017 regular meetings of the Minden Town Board from Wednesday October 4th and November 1st to Tuesday October 3rd and Wednesday November 8th due to scheduling conflicts. Appearance by Jenifer Davidson, Town Manager. **Approved.**
9. 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. **No Action.**

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PUBLIC COMMENT: Held
ADJOURNMENT: 6:21 p.m.