NOTICE OF REGULAR MEETING OF

BOARD OF TRUSTEES OF

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY

WEDNESDAY, SEPTEMBER 19, 2018

Pursuant to Chapter 241 of the Nevada Revised Statutes, the Board of Trustees of Douglas County Lake Tahoe Sewer Authority hereby notifies all interested parties that a Regular Meeting of the Board will be conducted September 19, 2018, beginning at 9:30 a.m., at the Oliver M. Kahle Conference Room located at the Waste Water Reclamation Plant of the District at Highway 50 and Sewer Plant Road in Zephyr Cove, Douglas County, Nevada.

Copies of this Notice are posted at least three (3) days prior to the scheduled meeting in the following locations:

Waste Water Reclamation Plant
Highway 50 and Sewer Plant Road
Zephyr Cove, Nevada

U.S. Post Office
Kingsbury Grade
Stateline, Nevada

Lake Village Homeowners Association
Lake Village Clubhouse
Stateline, Nevada

Douglas County Administration Building
175 Highway 50
Stateline, Nevada

Members of the public with disabilities who wish to attend the meeting and require special assistance or accommodations are asked to call 588-3558 in advance of the meeting in order that arrangements can be conveniently made.

The meeting shall be conducted in accordance with the following Agenda. Unless otherwise stated, items may be considered out of order at the discretion of the chairperson. Unless otherwise noted, all items shall include discussion and possible action.

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
REGULAR MEETING AGENDA
WEDNESDAY SEPTEMBER 19, 2018

Action may be taken on any agenda item unless noted "for discussion only."

Items on the agenda may be taken out of order.

Two or more agenda items may be combined for consideration.

An item may be removed from the agenda or discussion relating to an item may be delayed at any time.

Public comment will be taken on any item on this agenda on which action may be taken, before action is taken on the item.

Every meeting of the Board of Trustees will provide at least two public comment periods in compliance with the minimum requirements of the Open Meeting Law prior to adjournment. In addition, it is the Board's goal to also provide for item-specific public comment. No action may be taken on a matter raised under public comment unless the item has been specifically included on the agenda as an item upon which action may be taken. The Chair also retains discretion to limit comment to three minutes per person and only provide for the Open Meeting Law's minimum public comment.

Copies of supporting material, if any, may be requested from Paula East-Janicki by mail at P.O. Box 578, Zephyr Cove, NV 89448 or by telephone at (775) 588-3558. Copies of supporting material, if any, are also available at the Douglas County Lake Tahoe Sewer Authority Administrative Office on Sewer Plant Road, Zephyr Cove, Nevada.

1. Call Meeting to Order – 9:30 a.m.
2. Roll Call
3. Recognition of Others in Attendance
4. Public Comment - for discussion only
5. Approval of the Agenda **- for possible action.**
6. Minutes of Prior Meeting of the Board of Trustees (August 15, 2018) – **for possible action.**
7. Manager's Report (Rob Hopkins)
    A. General Status Report
8. Engineer=s Report
    A. General Projects Status Report.

B. Discussion of draft results of metering study

C. Presentation and possible approval of Task Order 2018-003 in an amount not to exceed $17,500 for extended time-frame metering and presentation of results to the participating district boards – **for possible action.**

9. Attorney=s Report (Jim Cavilia)

A. General Status Report

B. Discussion and possible action regarding leak/warranty issue with the Underground Emergency Storage Tanks – **for possible action.**

10. Controller's Report

A. General Status Report

B. Discussion and possible action to adopt a resolution to be effective with the October 1, 2018 sewer fee invoices regarding billing practices and to include, but not be limited to, some or all of the following:

- Charging a 1.5% per month late fee on sewer bills not paid within five (5) days of the due date;
- Charging $15.00 if a check in payment of the sewer fee is returned for Insufficient Funds;
- Placing a lien on any property whose sewer fee is nine (9) months in arrears; and
- Charging a $100 administrative fee if a lien is placed.

- **for possible action**

C. Investment Report

11. Approval of Claims - **for possible action.**

12. Final Public Comment

13. Adjournment

CERTIFICATE OF POSTING

I hereby certify that, prior to 9:00 A.M. on this date, I personally posted a copy of the foregoing Notice of Regular Meeting and Agenda of the Board of Trustees of the Douglas County Lake Tahoe Sewer Authority at the following locations:

Douglas County Lake Tahoe Sewer Authority
Wastewater Treatment Plant
Sewer Plant Road/Highway 50
Zephyr Cove, NV 89448

U.S. Post Office
Kingsbury Grade
Stateline, Nevada

Lake Village Homeowners Association
Lake Village Clubhouse
Stateline, Nevada

Douglas County Administration Building
175 Highway 50
Stateline, Nevada

DATED this 14th day of September, 2018.

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Print Name: Paula East-Janicki
Title: Controller