



Thursday, September 11, 2025 Minutes of Meeting

In person and Video conference via Zoom

Call to Order: The meeting was called to order at 3:01 P.M. by Chairman Brad Oneto.

Board Members Present: Bradley Oneto, Chairman; Anne Harry, Treasurer; Doreen Andriacchi, Secretary; Kylie Gerken, Trustee; Robert Felton, Trustee.

Others Present:

Via Zoom: Nackey Scagliotti, Nancy Gilbert.

Approval of agenda: R. Felton **motioned** to approve the agenda. **Seconded** by A. Harry.
The motion passed **unanimously**.

Public Comment: None

Approval of July 8, 2025 minutes: R. Felton **motioned** to approve the July 8, 2025 minutes. **Seconded** by K. Gerken.
The motion passed **unanimously**.

D. Andriacchi **motioned** to post the Emergency Response Plan (ERP) on the website. **Seconded** by A. Harry.
Pros and cons of posting the ERP were discussed.
The motion failed **unanimously**.

A. Harry noted that the ERP is only applicable to the current system. It will be updated after the new system is installed. Chairman Oneto recommended posting the emergency contact number for the Douglas County Sewer Authority (DCLTSA) at the lift stations. The emergency contact information is posted on the website. The ERP plan is available in the EPSD office.

D. Andriacchi **motioned** to post the Operations and Maintenance Manual (O & M) on the website. **Seconded** by K. Gerken. Pros and cons of posting the O & M were discussed. Chairman Oneto noted that DCLTSA is responsible for all operations and maintenance until the new system is installed.
The motion failed **unanimously**.
The O & M plan is available in the EPSD office.

A. Harry reported that the USDA legal counsel reviewed the first draft of the DCLTSA-EPSD restated agreement and made recommendations. A. Harry recommended that the Board delay approval of the final draft DCLTSA-EPSD restated agreement until EPSD legal counsel reviews the USDA recommendations.

R. Felton **motioned** to table approval of the DCLTSA-EPSD restated agreement. **Seconded** by D. Andriacchi.
The motion passed **unanimously**.

D. Andriacchi noted that the engineer is continuing to work with the Williams on the easement at 402 Elks. The easements for Pesco (450 Reno) and Gerken (452 Reno) have been signed and notarized by Chairman Oneto and are ready for the homeowner's notarized signatures. K. Gerken will contact the two homeowners.

D. Andriacchi **motioned** to accept the notarized easement agreement with Charles Hall (470 Lakeview).

Seconded by R. Felton.

The motion passed **unanimously**.

The notary receipt from Charles Hall for \$15 was submitted to the Treasurer for reimbursement.

D. Andriacchi **motioned** to approve the revised Elk Point Country Club (EPCC) easement agreement and send to EPCC president Rick Lagomarsino for EPCC approval. **Seconded** by A. Harry.

The motion passed **unanimously**.

Chairman Report - The 90% drawings are ready. Engineer is working on permits from Tahoe Regional Planning Authority (TRPA), Nevada Department of Environmental Protection (NDEP), and Douglas County. Once permits are granted, plans will be completed to 100% and ready for bids. A. Harry and B. Oneto regularly attend the monthly DCLTSA meetings. DCLTSA is pleased with our progress.

Treasurer Report – Current aging summary from accountant's office shows thirteen (13) unpaid user accounts. Treasurer Harry would like to send a friendly reminder to each user via email to pay the fee before their account goes delinquent on October 1st.

R. Felton **motioned** to have Secretary send a friendly email reminder from the Treasurer to the thirteen (13) users with unpaid service fees. **Seconded** by A. Harry.

The motion passed **unanimously**.

Accountant, Steve McVicar will provide an updated operating budget to reflect the way funds are being reallocated due to construction being delayed to 2026.

USDA will accept an annual compilation instead of a full audit this year since expenditures will be under \$300K for 2025.

USDA required financial forms RD 442-2, RD 442-3, and RD 442-7 will be completed closer to the issuance of loan.

UEI and Cage Code number were renewed. Renewal must be done annually.

Next DCLTSA meeting is scheduled for September 17, 2025 at 9:30am. Bond counsel update meeting with USDA is scheduled for September 17, 2025 at 2:00 pm.

Chairman Oneto asked to have a detailed financial statement made available to Trustees for the next meeting.

Secretary's Report – Agendas, Minutes, Bylaws, Sewer Service Ordinance, Fee Schedule, Operating and Maintenance Manual, Emergency Response Plan, and Conflict of Interest Policy are available in binders at the EPSD office.

Correspondence – Nackey Scagliotti invited the Secretary to do a site inspection of her property at 414 Bitlers Road.

D. Andriacchi **motioned** to reduce the number of Dwelling Units (DUs) at 414 Bitlers Road from seven (7) to three (3). **Seconded** by R. Felton.

Discussion - D. Andriacchi was invited to inspect the four (4) cabins at 414 Bitlers Road. Chairman Oneto accompanied Andriacchi on the inspection. The conclusion of the inspection was that the cabins were not Dwelling Units as specified in the EPSD Sewer Service Ordinance Adopted 07/8/2025. Pictures taken at the inspection were presented to the Board for review.

B. Oneto, A. Harry, D. Andriacchi, and R. Felton voted Yes. K. Gerken voted No. The motion **passed**. Treasurer will reissue corrected invoice to 414 Bitlers Road.

The next DCLTSA meeting is October 23, 2025 at 3:00 pm.

Public Comment: None.

Adjournment: R. Felton **motioned** to adjourn the meeting. **Seconded** by A. Harry. The motion passes **unanimously**.

The meeting was adjourned at 5:16 pm.

Respectfully submitted:

Approved by:

Doreen Andriacchi
Elk Point Sanitation District Board Secretary



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Elk Point Sanitation District Board Secretary

Attachment(s):
None