



Gardnerville Water Company
Regular Board Meeting Minutes
Tuesday, December 13, 2016 5:00 p.m.
Board Room
1579 Virginia Ranch Rd
Gardnerville, NV 89410

Board Members Present:

Mark Hussman, *Chairman*
Jason Spotts, *Vice Chairman*
Don Wilcks, *Treasurer*
Barbara Henningsen, *Secretary*
Carl Spahr, *Member-at-Large*

Staff Members Present:

Mark Gonzales, *GWC Manager/Engineer*
Kristien Bennett, *GWC Financial Officer*
Chuck Zumpft, *Attorney*
Tonya Church, *Office Assistant*

Mark Hussman called the December 13, 2016 Regular Board meeting to order at 4:58 p.m.

Approval of Agenda: Barbara Henningsen made a motion to approve the Agenda for the December 13, 2016 Board meeting. Carl Spahr seconded the motion. Motion was approved.

Minutes of the November 7, 2016 Regular Board Meeting: Barbara Henningsen made a motion to approve the November 7, 2016 Regular Board Meeting Minutes. Don Wilcks seconded the motion. Motion was approved.

Financial Statements for October and November 2016: Jason Spotts made a motion to approve the Financial Statements for October 2016 and November 2016. Don Wilcks seconded the motion. Motion was approved.

The only item of note was more power was used for Well 2 than anticipated. All wells pumped more than anticipated this year.

Kristien Bennett reviewed the conference attended for Sensus. Sensus will release new meters late next year. These meters have a remote disconnect and reconnect. These may be implemented at the addresses that the operators frequent (ie: snowbirds, irrigation accounts, meters that need to be replaced, etc.). Sensus is working on the rules and regulations for these meters before releasing the meters.

The Sensus conference also discussed water rates. Sensus reviewed that water rates include the full cost of what it costs to produce water and send it out, plus infrastructure, future reserves, and repairs.

Sensus covered the system and different report features. This included a software update and networking with other water companies.

Public Comment: There was no public comment

Agenda Item 1: Old Business:

1. Fire Booster Pump Station

Mark Gonzales reviewed the following construction activity on the Fire Booster Station Project that has taken place in November and early December:

- Concrete floor was completed
- 1.5 MG Tank was drained prior to penetration
- The tank penetration was completed
- River City Block completed the block walls
- The 16-inch Mag meter was installed on the discharge line
- Three Phase Power completed under access road – *stubbed out as far as possible until the block layers are finished and trusses are installed.*
- G-3 Engineering inspected the pumps and motors – *GWC received an Operation & Maintenance Manual and gave instructions on how to proceed with motors on installation and lubrication.*
- 1.5 MG tank ceiling is sandblasted and primed along with floor

Mark reviewed the following construction activity scheduled for December:

- Sill plate installation
- Truss installation – *in progress*
- Roof construction and skylight installation
- Door installation
- Interior discharge pipe installation – in progress
- 3-Phase Power Exterior Panel & Connection
- 500KW Generator installation – In Reno, and being stored until time for installation
- Interior electrical

Well 3 tank's paint has been continuing to peel due to a prior paint job. The interior tank walls were sanded down, primed and painted so that this will hold for a couple of years.

2. Virginia Ranch Road Phase 2

RO Anderson Engineering will have a Record of Survey map recorded within the next two weeks. This map along with grant deeds for right-of-way will be presented to Douglas County.

3. Centerville Lane & Muller to Carson Valley Medical Projects

Mark Gonzales met with Resource Concepts survey and drafting technicians regarding field survey work for the two water line projects. Mark also met with representatives of the Gardnerville Rehabilitation Center and Brookdale Senior Living Center and received permission to go ahead with the project. Carson Valley Medical Center has been waiting because they felt there was a conflict with Care Flight's landing pad, however Mark met with CVMC to show the

actual location of the water line. CVMC should be in contact shortly to give approval to work on their property.

4. BLM Update:

Mark contacted BLM in regards to the 10-acre site progress. The first application was submitted in May, 2015 and there was a response in December, 2015. The application was resubmitted in June, 2016. GWC is on a waiting list to be taken care of by BLM. There are several other projects ahead of the GWC project.

5. Managers Meeting Update:

Mark reviewed the discussion at the managers meeting regarding the Nevada State Legislature wanting to sunset various General Improvement Districts that are no longer needed. The committee voted unanimously to request Legislation to change GIDs created and still operating under Chapter 309 Local Improvement Districts of interest to Chapter 318. This would change the GIDs to expand the membership of any such entities governing board to a 5 member board. November 4, 2016 the committee voted unanimously to request legislation to provide for the creation of a General Improvement District Sunset Committee which includes members who are legislators by a county that has 1 or more GID's within its boundaries. Sunset meaning to dissolve or absorb into larger districts, smaller districts that have outlived their usefulness or achieved what their original goals were but still exist. Douglas County has approximately 26 General Improvement Districts.

Agenda Item 2: Attorney Report:

Chuck Zumpft reviewed the issue of a Subpoena received in November for records of a GWC employee. GWC received a Subpoena via USPS for personnel records from an employee file. Chuck guided Mark through the process and the personnel records were sent to the Attorney who sent the request.

Agenda Item 3: Manager/Engineer's Report

The following is a recap of work completed by GWC staff in the month of November 2016 along with other items of interest and projects occurring in early December 2016.

1. Meters, Plan Reviews & Impact fees
 - A. There were 6 meters set in November 2016.
 - B. There was one plan review completed by GWC staff in November 2016. Dennis McDuffee from Intero Realty is looking to construct 4-plex units on the 1.5 acre parcel behind Guns & Ammo at 1321 Hwy 395. The planned development could tap into the existing 10-inch water line that runs through the North West corner of the property.
 - C. There was \$3,780.00 in impact fees collected in November 2016 for a new Beauty Salon.
2. Service Orders

There were 111 service orders completed by GWC staff in November 2016.

3. Locates

There were 7 locates completed by GWC staff in November 2016.

4. Monthly Staff Projects

- A. Monthly bacteria sampling
- B. Fire Booster Station Inspection & Support
- C. Bill processing & mailout
- D. Capital Improvement List

Agenda Item 4: Board Comments:

No Board Comments

Agenda Item 5: Adjournment:

Jason Spotts made a motion to adjourn the Board meeting. Carl Sphar seconded the motion. Motion was approved. The meeting was adjourned at 5:40 p.m.