



Gardnerville Water Company
Regular Board Meeting Minutes
Tuesday, February 14, 2017 5:00 p.m.
Board Room
1579 Virginia Ranch Rd
Gardnerville, NV 89410

Board Members Present:

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

Staff Members Present:

Mark Gonzales, *GWC Manager/Engineer*
Chuck Zumpft, *Attorney*
Tonya Church, *Office Assistant*

Jason Spotts called the February 14, 2017 Regular Board meeting to order at 5:00 p.m.

Approval of Agenda: Don Wilcks made a motion to approve the Agenda for the February 14, 2017 Board meeting. Barbara Henningsen seconded the motion. Motion was approved.

Minutes of the January 10, 2016 Regular Board Meeting: Barbara Henningsen made a motion to approve the January 10, 2016 Regular Board Meeting Minutes. Don Wilcks seconded the motion. Motion was approved.

Financial Statements: There was no financial statement.

Public Comment: There was no public comment

Agenda Item 1: Old Business:

1. Fire Booster Pump Station

Mark Gonzales reviewed the following construction activity that has been completed on the Fire Booster Station Project in January and will be completed early February:

- Roof installation & Gable end covers
- Three phase power conduit extension by GWC crews
- Three phase power transformer pad by GWC crews
- Subbase & base for concrete pad for Power & HVAC panels by GWC crews
- 1.5 MG Tank, completion of water testing and placement back on-line by GWC crews
- HVAC roof vents
- Interior plumbing

The following construction activity is scheduled for February (weather dependent):

- Door installation
- Interior electrical – *waiting for interior insulation and ceiling to be completed*
- Interior HVAC
- Interior insulation
- Pump roof access hatches – *in shop and ready to be installed*
- HVAC - *waiting for interior insulation and ceiling to be completed*

2. Virginia Ranch Road Phase 2

Mark Gonzales delivered a revised grant deed to Steve Chappel, who works for Mike Pegram, on January 18th to obtain another signature and notary sign off. Mike Pegram signed the deed and Mike Gilbert brought it in on Monday, February 13, 2017. Mark submitted the deeds February 14, 2017 to Erik Nilssen, the County Engineer. The Project will be on the County Commissioners Meeting Agenda on April 6, 2017.

3. Centerville Lane Project

Mark began design work on the Cottonwood Slough section of the project and have completed some preliminary waterline alignment baseline through this section. Mark decided to move the water main to the upstream side of the Cottonwood Slough Bridge to avoid the many conflicts that exist on the downstream end of the bridge. The design will then consist of two road bores to connect the water main and the Scottsdale Plumbing service line to the new water main alignment.

4. Muller Parkway to Carson Valley Medical Project

GWC staff are waiting for the weather to break in order to “pot hole” the existing waterlines and complete the field topo for the project.

5. Well Number 7 Rehabilitation

Carson Pump has tentatively scheduled a start day on February 13th to begin work on this rehab project, however there has been a delay, so the contractor will be contacted to schedule a new date.

Agenda Item 2: New Business

No new business

Agenda Item 3: Attorney Report

No Attorney Report

Agenda Item 4: Manager/Engineer’s Report

The following is a recap of work completed by GWC staff in the month of January 2017 along with other items of interest and projects occurring in early February 2017.

1. Meters, Plan Reviews & Impact fees
 - A. There were 0 meters set in January 2016.

- B. There were two preliminary reviews completed by GWC staff in January 2017 including the following:
- 1317 & 1321 US 395 located just east of Rite Aid. This project includes a zoning map amendment for this parcel to change from Neighborhood Commercial to Mixed-Use Commercial allowing for three 12 unit multi-family residential structures at the rear of the parcel. (See attached location map). The front part of the parcel includes the Guns and Ammo store.
 - High Sierra Fellowship Church. This project is located on a parcel north of Heritage Park and bounded by Gilman Avenue and Maple Street. (See attached location map). The church proposed will be 19,525 square feet.
- C. There was \$3465.00 in impact fees collected in January 2016.

2. Service Orders

There were 45 service orders completed by GWC staff in January 2016.

3. Locates

There were 3 locates completed by GWC staff in January 2016.

4. Monthly Staff Projects

- A. Monthly bacteria sampling
- B. Fire Booster Station Inspection & Support
- C. Well Maintenance
- D. Bill processing and mail out
- E. Snow removal & ice control
- F. Meter breakdown & material salvaging

5. Training and Education

GWC staff are currently taking technical classes and will soon be enrolled in technical classes including the following:

- Drinking Water Treatment Technology Webinars. Mark Gonzales is starting week 3 of the 12 week course.
- Mark Lovelady and Jon Summers will be taking a 4 hour course on trench safety on February 22nd in Minden.

6. Washoe Tribe Travel Center Improvements

The Washoe Tribe is planning to construct a shower facility at the Washoe Tribe Travel Center site to accommodate the many requests that they receive from truck drivers and other visitors using their travel center. The Washoe Tribe is contemplating installing a pre-fabricated building at the northwest corner of the Casino parking lot and are looking at either a two or four shower complex with two bathrooms. The pre-fabricated shower and restroom structure will be built by Public Restroom Company located off of Johnson Lane, Minden, Nevada.

Agenda Item 5: Board Comments

Barbara Henningsen was invited to attend a seminar that the Partnership of Community Resource is holding, called Looking Ahead 2017. It is by invitation only and Barbara will be attending as a representative of Gardnerville Water Company. The seminar includes Showcasing Douglas County Community Leaders and Vision Shaping Douglas County's Future. It will last 2.5 hours.

Agenda Item 6: Adjournment:

Barbara Henningsen made a motion to adjourn the Board meeting. Carl Spahr seconded the motion. Motion was approved. The meeting was adjourned at 5:36 p.m.