

**GARDNERVILLE WATER COMPANY  
JANUARY 10, 2017  
ANNUAL MEETING OF THE MEMBERS  
MINUTES**

Board Members Present:

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

Staff Members Present:

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

Mark Hussman called the January 10, 2017, Annual Meeting of the Members to order at 5:01p.m.

**Don Wilcks made a motion to approve the agenda for the January 10, 2017 Annual Meeting of the Members as presented. Jason Spotts seconded the motion. Motion was approved.**

A. Election of Board Officers

**Don Wilcks made a motion that Jason Spotts take the position of Board Chairman. Carl Sphar will be Vice-Chairman, Don Wilcks will remain the Treasurer, Barbara Henningsen will remain the Secretary, and Mark Hussman will be Member-at-Large. Motion was approved.**

Mark Hussman turned the remainder of the meeting over to Jason Spotts.

B. Roll Call

Jason Spotts conducted roll call. Barbara Henningsen, Don Wilcks, Chuck Zumpft, Mark Gonzales, Tonya Church, Kristien Bennett, Mark Hussman, and Carl Sphar were all present.

C. Receipt and Validation of Proxies

Jason Spotts called for receipt and validation of any proxies. No proxies were presented.

D. Proof of Notice of Meeting

Jason Spotts asked for proof of notice of meeting. Mark Gonzales listed the following three notices of the meeting:

The meeting was noticed in the legal section of the Record Courier on January 6, 2017  
The meeting agenda was posted on the Gardnerville Water Company website.  
The meeting agenda was posted at all normal locations within the Town of Gardnerville and Town of Minden.

E. Reading of Minutes of Preceding Meeting

Barbara Henningsen read the minutes of the January 12, 2016 Annual Board Meeting.

F. Report of Directors and Officers

There were no reports of directors and officers.

G. Reports of Committees

There were no reports of committees.

H. Unfinished Business

There were no reports of unfinished business

I. New Business – Presentation of Proposed 2016 User Budget and Capital Projects List

Kristien Bennett gave a Power Point Presentation on the 2017 Budget and 2017 Capital Projects. Kristien highlighted some budget changes for 2017. Water user fees will remain the same. Interest income will drop. Late fees were down, however reconnect fees were up. Power rates have decreased. Impact fees have dropped over the past 10 years but are gradually going back up.

Kristien reviewed some of the growth related projects that were completed in 2016. This included the progress on the Fire Booster Station, Virginia Ranch Road, BLM tank, Carson Valley to Muller Extension, and Pinenut Road Upsizing.

Kristien also reviewed the Maintenance Related projects completed in 2016 which included a new generator for Well 2, meter replacements, Well meter replacements, SCADA computer, Well 2 building repairs, and Well 5 landscaping.

Kristien Bennett and Mark Gonzales explained some of the Capital Improvement projects scheduled for the year of 2017 which will include: Centerville Lane water line improvements, 311 water meter replacements which include many of the large meter replacements (ie: Carson Valley Medical Center, Carson Valley Middle School), fill station concrete and drain, Barton to Muller Loop improvement, BLM Tank Site High Pressure Survey, Well 7 rehab and possible pump replacement, exterior tank painting, Caselle Software upgrade, surge protection for all wells and booster pump station, exterior painting at all wells and the office (Contractor and Staff combination), office rental and well 3 asphalt seal, Soft Starter at Well 1 and 2, Water Wagon, security gate electric opener, and a Laser Level.

**Barbara Henningsen made a motion to approve the 2017 Budget and Capital Projects as presented. Carl Sphar seconded the motion. Motion was approved.**

J. Special Reports

There were no special reports presented

K. Legal Reports

Chuck Zumpft reported that all GWC legal affairs are in order.

L. Board Members and Manager Tender and Company Acceptance of Conflict of Interest Statements

The Board Members and Mark Gonzales are required to complete the Conflict of Interest Statements and return to Chuck Zumpft. Jason Spotts instructed the Board members and Mark Gonzales to fill out statements and turn them in no later than the February Regular Board meeting.

M. Public Comment

There was no public comment

N. Adjournment

**Mark Hussman made a motion at 5:42 PM to adjourn the Annual Meeting of the Members. Don Wilcks seconded the motion. Meeting was adjourned.**