



Gardnerville Water Company
Regular Board Meeting Minutes
Tuesday, May 9, 2017 5:00 p.m.
Board Room
1579 Virginia Ranch Rd
Gardnerville, NV 89410

Board Members Present:

Jason Spotts, *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*

After a visit to the Booster station, Jason Spotts called the May 9, 2017 Regular Board meeting to order at 5:20 p.m.

Approval of Agenda: Barbara Henningsen made a motion to approve the Agenda for the May 9, 2017 Board meeting. Mark Hussman seconded the motion. Motion was approved.

Minutes of the April 11, 2017 Regular Board Meeting: Barbara Henningsen made a motion to approve the April 11, 2017 Regular Board Meeting Minutes. Don Wilcks seconded the motion. Motion was approved.

Financial Statements for April 2017: Don Wilcks made a motion to approve the Financial Statements for April 2017. Barbara Henningsen seconded the motion. Motion was approved.

Public Comment: There was no public comment

Agenda Item 1: Old Business:

1. Fire Booster Pump Station

All Board Members and Staff attending, toured the Fire Booster Station and Mark Gonzales reviewed and showed the progress that has been made on the Fire Booster Station.

2. Centerville Lane Project

The following work has been completed on this project:

- Mark Gonzales received comments back from the Nevada Bureau of Safe Drinking Water. Mark has been addressing the NBSDW questions and has requested changes and will be sending a reply with revised plans to them soon.
- Mark has sent a request to Douglas County to obtain a Public Utility Easement from the County across their Park Parcel along Centerville Lane. The format has been approved and the request will go to the June 1st Board Commissioners meeting for approval.

- The other parcel owned by the County which is crossing the future Waterloo Lane will coincide with the site improvement permit.
- Mark also met with Marilyn Wills, son, and grandson regarding the easement. Chuck Zumpft will add some “hold harmless” language in the Easement Deed. Mark covered the advantage of this project, with the Wills family as it will provide more fire protection and better water pressure.
- Mark will be submitting an encroachment permit application and package to NDOT soon.

3. Carson Valley Middle School Meters and Vaults

GWC staff will be working with the Carson Valley Middle School contractor, Core Engineering to have new meter vaults installed at the US 395 access and the High School Street entrance. Mark contacted the project coordinator for the project on May 2nd to request coordination of the task.

4. Commercial Meter Replacement Project

GWC staff is in the process of replacing large commercial meters. Staff has been completing some of the smaller commercial meters early morning prior to business opening. Some of the larger meters will require scheduling of replacement late night, around midnight.

5. New Operator

Jonas Austin began work on April 24th. The Nevada Bureau of Safe Drinking Water granted Jonas reciprocity from California allowing for him to have a full Distribution Grade 2 Operator certificate. Jonas works Monday through Friday, 6:30 a.m. – 3:00 p.m. Jonas is now living in Gardnerville off of Waterloo Lane. We are very happy to have him on staff.

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 April 2017 along with other items of interest and projects occurring in early May 2017.

1. Meters, Plan Reviews & Impact fees
 - A. There were 11 meters replaced in April 2017.
 - B. There were no plan reviews completed by GWC staff in April 2017.
 - C. There was \$5160.00 in impact fees collected in April 2017.
2. Service Orders

There were 101 service orders completed by GWC staff in April 2017.
3. Locates

There were 21 locates completed by GWC staff in April 2017.

4. Monthly Staff Projects
 - A. Monthly bacteria sampling
 - B. Fire Booster Station Inspection & Support
 - C. New staff orientation
 - D. Meter installation
 - E. Well maintenance

5. Lead and Copper Testing at Gardnerville Elementary School

Jennifer Carr, Deputy Administrator for the Nevada Division of Environmental Protection, has asked if GWC would be willing to help the Douglas County School District collect lead and copper samples at the Gardnerville Elementary School.

Schools are not included within Nevada municipal water system responsibilities for sampling. NDEP has obtained a grant from the USEPA to pay for sample testing at all elementary schools throughout Nevada.

Mark called Jennifer on May 2nd and told her GWC would be happy to assist the Douglas County School District and NDEP in the collection of the samples, and even delivering to the lab in Reno if needed.

Agenda Item 5: Board Comments

No Board Comments

Agenda Item 6: Adjournment:

Mark Hussman made a motion to adjourn the Board meeting. Don Wilcks seconded the motion. Motion was approved. The meeting was adjourned at 5:40 p.m.