



Gardnerville Water Company
Regular Board Meeting Minutes
Tuesday, May 8, 2018 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*
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*

Jason Spotts called the May 8, 2018 Regular Board meeting to order at 4:58 p.m.

Approval of Agenda: Don Wilcks made a motion to approve the Agenda for the May 8, 2018 Board meeting. Mark Hussman seconded the motion. Motion was approved.

Minutes of the April 10, 2018 Regular Board Meeting: Mark Hussman made a motion to approve the April 10, 2018 Regular Board Meeting Minutes. Carl Spahr seconded the motion. Motion was approved.

Financial Statements for April 2018: Carl Spahr made a motion to approve the April 2018 Financial Statements. Mark Hussman seconded the motion. Motion was approved.

Kristien reviewed some highlights from the financials for April 2018.

- Miscellaneous income of \$2800 reimbursed from AAA Insurance for damage of sample station and fire hydrant.
- \$2700 spent on employment ads, most of it for the cost of advertising in the newspaper. The Manager/Engineer job will continue to be placed on the AWWA website and no longer in the newspaper as it will reduce the cost and reach more of the target audience.
- The Virginia Ranch Road project is finalized. GWC portion of Curtis & Son's invoices has been paid. Curtis & Sons and Mike Pegram have sent their portion of the project costs paid by GWC.

Public Comment: There was no public comment

Agenda Item 1: Old Business
Tank Site & Waterline Route Survey

Resource Concepts is in the process of drafting the initial topographic mapping of the 83 acre Industrial property owned by Pine View Partners. The topographic mapping will allow us to look at an exact location of a water storage tank and waterline improvements that would go along

with the storage tank. Mark Gonzales has been in contact with Butch Peri as far as easements and Butch is fully on board.

Mark attended a Pre-Application meeting for the proposed Tank Site and Parcel Map on April 18th. This meeting allowed Mark to obtain input from Douglas County Planning, Engineering, and Public Works staff regarding requirements for creating a parcel map and technical requirements for submitting plans and geotechnical designs for the Tank improvements.

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 April 2018 along with other items of interest and projects occurring in early May 2018.

1. Meters, Plan Reviews & Impact fees

A. There were 13 meters replaced in April 2018.

B. There were four (4) plan reviews completed in April 2018.

- A plan review was completed on Chichester Phase 1. This project includes a 67 unit apartment complex located at 128 Gilman Avenue across from Chichester Estates.
- A plan review was completed on Arrowhead Dental located at 1513 Highway 395. This project involves remodeling of an existing building into a dental office.
- A plan review was completed on Stone Ridge Villas. This project is located on a parcel North and East of the Pinenut Road / Muller Parkway roundabout intersection, and includes 150 proposed manufactured homes. The parcel is owned by Butch Peri and is located outside of GWC Service Area Boundary.
- Mark is completing a design review of the Great Life Church. This proposed church is proposed to be built on a parcel south of the Methodist Church on Gilman Avenue. (SR-756)

C. There were \$3850 in impact fees collected in April 2018.

2. Service Orders

There were 132 service orders completed by GWC staff in April 2018.

3. Locates

There were 7 locates completed by GWC staff in April 2018.

4. Monthly Staff Projects

- A. Monthly Sample Station & Hydrant Flushing
- B. Monthly Bacteria & Turbidity Sampling & Testing
- C. Monthly Fire Booster Station Startup & Flush
- D. Weed Spraying
- E. Office parking lot drop inlets – cleaning

5. Fill Station Drainage Improvements

GWC staff has begun construction improvements on drainage improvements at the GWC Fill Station and Fill Station turnaround. This project will be completed in house with design and construction completed by GWC staff. The project includes installation of a prefabricated concrete drop inlet with grate attachments and installation of approximately 44 feet of 8-inch C-900 pipe connecting the new drop inlet to the existing P.I. at the front of the GWC property along side of Virginia Ranch Road.

6. June Board Meeting

Mark Gonzales asked permission to miss the June Board Meeting as he was going to be out of town.

The consensus of the Board is to cancel the June 12, 2018 Board Meeting if the Agenda is clear. The Board will be polled the week prior.

Agenda Item 5: Board Comments

There were no Board Comments.

Agenda Item 6: Adjournment:

Carl Spahr made a motion to adjourn the Board meeting. Mark Hussman seconded the motion. Motion was approved. The meeting was adjourned at 5:26 p.m.