



Gardnerville Water Company
Regular Board Meeting Minutes
Tuesday, November 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*
Kristien Bennett, *GWC Financial Officer*
Tonya Church, *Office Assistant*
Chuck Zumpft, *Attorney*

Jason Spotts called the November 14, 2017 Regular Board meeting to order at 4:57 p.m.

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

Minutes of the October 10, 2017 Regular Board Meeting: Barbara Henningsen made a motion to approve the October 10, 2017 Regular Board Meeting Minutes. Carl Spahr seconded the motion. Motion was approved.

Financial Statements for October 2017: Carl Spahr made a motion to approve the October 2017 Financial Statements. Don Wilcks seconded the motion. Motion was approved.

Sierra Controls was at the GWC office finishing up work for the Booster Station and tied in all the wells and made sure everything was working correctly. New reports are also available to be able to review water usage.

Kristien Bennett shared what was covered at the Sensus Conference in Dallas, TX in October. More was discussed regarding the Allied Meter which are scheduled to be released in spring of 2018.

GWC's RNI, which talks to all the meters, needs to be updated.

Kristien also learned more about how the meters are read online and reports that help show what is going on with meters.

Sensus Analytics is the Sensus software that does all the calculations, reporting and billing. Currently GWC is using Logic which is not owned by Sensus and in two years will no longer be supported under Sensus. Kristien made contact with the VP of Operations and Finance for Sensus and was able to come to an agreement to get the upgrade to the new Sensus Analytics at

no cost. Training will be the only cost. The new software will be more user friendly and has good report features.

Public Comment: There was no public comment

Agenda Item 1: Old Business

1. Centerville Lane Waterline Replacement Project

The following work remains to be completed on this project

- A. Seeding (Hydro) of area east of SR-756
- B. Placement of bollards to protect Fire Hydrants that are close to the highway and to protect backflow at Scottsdale Plumbing.
- C. Removal of old waterline near Scottsdale Plumbing after gas lines are shut down.

Surveyors went out and made sure there was a designated easement for a 20 foot easement which includes the meter pit at the edge of the right-of-way.

2. BLM Tank Site

Mark Gonzales visited the Carson City BLM office last week to find out the status of the Gardnerville Water Company Tank Site Property. As of now BLM is short staffed and have not been able to review the submitted project but have the goal of reviewing the project in spring of 2018.

3. Muller Parkway to Carson Valley Medical Waterline Loop Project

Mark will begin initial design on this project in the next few weeks. This project involves connecting two dead end lines behind the assisted living residences and along the eastern side of the Carson Valley Medical Center. This project has been surveyed and Mark has made initial contact with the property owners. Mark will be constructing easement documents in the next several weeks that will be presented to each property owner for approval, notary, and recordation. Bidding and construction will be set for early spring 2018.

Agenda Item 2: New Business

There was 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 October 2017 along with other items of interest and projects occurring in early November 2017.

1. **Meters, Plan Reviews & Impact fees**
 - A. There were 14 meters replaced in October 2017.
 - B. There were (2) plan reviews completed by GWC staff in October 2017. The Midtown Plaza will be located at 1321 Highway 395 behind the Guns and Ammo Store and is planned for 20 multi-family units. Main Street Apartments will be located at 1378 Highway 395 just west of Lynne Cauley Real Estate and will consist of 15 two story apartments and up to 8,000 square feet of commercial building.
 - C. There was \$0 in impact fees collected in October 2017.

2. Service Orders

There were 117 service orders completed by GWC staff in October 2017.

3. Locates

There were 14 locates completed by GWC staff in October 2017.

4. Monthly Staff Projects

- A. Monthly Bacteria Sampling
- B. Well Maintenance
- C. Fire Booster Station Flushing
- D. Fire Booster Station Detention Basin Improvements
- E. Centerville Lane Waterline Replacement Project Inspection

5. Corley Ranch Annexation

Mark Gonzales was notified by the Corley Ranch Development Consultant that the Corley Ranch will be making an application for annexation consideration by the next quarterly deadline of December 15th. The Board would then consider the annexation at the January 9, 2018 Board meeting.

6. 2017 Christmas Kick-off November 30th – Heritage Park

The Town of Gardnerville 2017 Christmas Kick-off will be on Thursday, November 30th. GWC staff and Mark will set up the popcorn machines in the early afternoon. Mark will start up the popcorn machines around 4:30 pm to allow for serving between 4:30 and 5:00 pm. All help would be greatly appreciated.

7. Area Managers Meeting

The Gardnerville Water Company will be hosting the Area Manager's Meeting on Thursday, November 16th at the GWC office.

Agenda Item 5: Board Comments

There were no Board Comments.

Agenda Item 6: Adjournment:

Don Wilcks made a motion to adjourn the Board meeting. Mark Hussman seconded the motion. Motion was approved. The meeting was adjourned at 5:52 p.m.