

**GARDNERVILLE WATER COMPANY
JANUARY 9, 2018
ANNUAL MEETING OF THE MEMBERS
MINUTES**

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, Minden Lawyers*

Jason Spotts called the January 9, 2018, Annual Meeting of the Members to order at 5:02 p.m.

Don Wilcks made a motion to approve the agenda for the January 9, 2018 Annual Meeting of the Members as presented. Carl Spahr seconded the motion. Motion was approved.

A. Election of Board Officers

There was a consensus of the board that all members of the board retain the current positions held for the 2018 year.

The following is a complete listing of the 2018 Gardnerville Water Company Board of Directors:

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

B. Roll Call

Jason Spotts conducted roll call. Barbara Henningsen, Don Wilcks, Mark Hussman, and Carl Spahr 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 3, 2018

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 10, 2017 Annual Board Meeting.

Barbara Henningsen made a motion to approve the January 10, 2017 Annual Board Meeting Minutes. Mark Hussman seconded the motion. Motion was approved.

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 2018 User Budget and Capital Projects List

Kristien Bennett gave a Power Point Presentation on the 2018 Budget and 2018 Capital Projects.

Kristien highlighted budget changes for 2018. Water user fees were increased beginning January 2018 and income in 2017 had picked up but was a bit low due to a very wet year. Impact fees were very low in 2017.

Kristien reviewed the progress of growth related projects for 2017. This included the completion of the Fire Booster Station and progress on Virginia Ranch Road Phase II.

Kristien also reviewed the progress on maintenance related projects in 2017 which include:

Interior improvements on the rental property located at 1394 US Highway 395, the upgrade to Caselle and the server, the Centerville Lane water line replacement project, Well 7 rehab, Well 5 heater, Booster Station motor, Well 4 and Well 7 meters, Carson Valley Middle School loop, exterior office painting and the completion of water meter replacements.

Kristien explained some of the Capital Improvement projects scheduled for the year of 2018 which will include:

High School Street water line extension, the shop driveway, a new storage building for the shop area, Barton Muller loop, BLM tank site survey, Well 3 motor and VFD, exterior tank painting of the 1.5 MG and 2.6 MG tanks, surge protection at all wells, Well 9 meter, dump truck paint, the shop security gate and minor SCADA upgrades.

Mark Hussman made a motion to approve the 2018 Budget and Capital Projects as presented by Kristien Bennett. Carl Spahr 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. The Board members and Mark Gonzales were instructed 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

Carl Spahr made a motion at 5:35 PM to adjourn the Annual Meeting of the Members. Mark Hussman seconded the motion. Meeting was adjourned.