



Gardnerville Water Company
Regular Board Meeting Minutes
Tuesday, October 9, 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*
Barbara Henningsen, *Member-at-Large*

Staff Members Present:
Mark Gonzales, *GWC Manager/Engineer*
Kristien Bennett, *GWC Financial Officer*
Chuck Zumpft, *Attorney*

Jason Spotts called the October 9, 2018 Regular Board meeting to order at 5:00 p.m.

Approval of Agenda: Carl Spahr made a motion to approve the Agenda for the October 9, 2018 Board meeting. Barbara Henningsen seconded the motion. Motion was approved.

Minutes of the September 11, 2018 Regular Board Meeting: Barbara Henningsen made a motion to approve the September 11, 2018 Regular Board Meeting Minutes. Don Wilcks seconded the motion. Motion was approved.

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

AGENDA ITEM 1: OLD BUSINESS

A. CV Med to Muller Waterline Improvements

Mark Gonzales has made the determination to delay this project until spring 2019. Mark was unable to obtain a waterline easement from Brookedale, Inc as the property is changing ownership. As soon as he obtains information on the new owners, he will make another attempt to get this last easement.

B. Well 10 Site Development

Escrow on the property closes on October 15th. Converse Consulting is finishing up the Phase 1 Environmental Assessment and we should be receiving a copy of the report soon. The Phase 1 Environmental Assessment will show the history of the lot and potential hazards. The oil tank pressure test is set for October 15th. Sam Ward has started on the appraisal of the property. We hope to receive one more cost proposal on the property survey from Lumos & Associates.

The consensus of the board was to delay closing of the property until the Phase 1 Environmental Assessment, oil tank pressure test and appraisal are received. Delay is expected to be 7 to 10 days.

AGENDA ITEM 2A: DISCUSSION AND POSSIBLE ACTION REGARDING CHANGES TO THE BYLAWS

Updating of the Bylaws is needed to reflect the elimination of districts. Attached are the previous Bylaws with the proposed changes. Also included are the new Bylaws.

Recommendation

Staff recommends the Board of Directors approve the changes to the Bylaws and have the Board Secretary Sign the new set of Bylaws.

Two corrections were made. Page 3 Article IV number 2 – the word “area” was added and page 5 number 7 – the phrase “per open seat” was added.

Barbara Henningsen made a motion to approve the changes to the GWC Bylaws with corrections. Mark Hussman seconded the motion. Motion was approved.

AGENDA ITEM 3: Attorney’s Report

Chuck Zumpt expressed his agreement on waiting until the easement can be obtained from Brookdale to complete the waterline improvement project. Mark explained that GWC has one year from approval of the Site Plan by the Bureau of Safe Drinking Water, which was September 2019, to complete the project.

AGENDA ITEM 4: Manager/Engineer’s Report

The following is a recap of work completed by GWC staff in the month of September 2018 along with other items of interest and projects occurring in early October 2018.

1. Meters, Plan Reviews & Impact fees
 - A. There were 7 meters replaced in September 2018.
 - B. There were no plan reviews completed in early September 2018.
 - C. There were \$0 in impact fees collected in September 2018.
2. Service Orders

There were 73 service orders completed by GWC staff in September 2018.
3. Locates

There were 12 locates completed by GWC staff in September 2018.
4. Leak Notices

There were 58 leak notices completed by GWC staff in September 2018.
5. Monthly Staff Projects
 - A. Monthly Bacteria & Turbidity Sampling & Testing
 - B. Well 6 Rehab monitoring
 - C. Well 2 Rehab monitoring
 - D. Well 10 development management
 - E. Food Closet Inspection
 - F. Parking Lot Light Replacement
 - G. Nevada Rural Water Class

Agenda Item 5: Board Comments

Barbara Henningsen said she was walking in Aspen Park and found a meter pit that was a raised up in a sidewalk and was a tripping hazard. She would obtain the exact location so staff can check on it.

Agenda Item 6: Adjournment:

Don Wilcks made a motion to adjourn the Board meeting. Carl Spahr seconded the motion. Motion was approved. The meeting was adjourned at 5:46 p.m.

Agenda Item 7: Closed Personnel Session:

The Board reconvened for a closed personnel session.