



Gardnerville Water Company
Regular Board Meeting Minutes
Tuesday, September 8, 2020 5:13 p.m.
Board Room
1579 Virginia Ranch Rd
Gardnerville, NV 89410

Board Members Present:

Carl Spahr, *Chairman*
Ken Deering, *Vice Chairman*
Barbara Henningsen, *Secretary*
Dave Ellison, *Treasurer*
Doug Sonnemann, *Member-at-Large*

Staff Members Present:

Mark Lovelady, *GWC Manager*
Kristien Bennett, *GWC Financial Officer*
Chuck Zumpft, *GWC Attorney*

Public Present:

None

Carl Spahr called the September 8, 2020 Regular Board meeting to order at 5:13 p.m.

Approval of Agenda: Dave Ellison made a motion to approve the Agenda for the September 8, 2020 Board meeting Agenda. Doug Sonnemann seconded the motion. Motion was approved.

Minutes of the August 11, 2020 Regular Board Meeting: Doug Sonnemann made a motion to approve the August 11, 2020 Regular Board Meeting Minutes. Ken Deering seconded the motion. Motion was approved.

Financial Statements for August 2020: Doug Sonnemann made a motion to approve the August 2020 Financial Statements. Ken Deering seconded the motion. Motion was approved.

AGENDA ITEM 1: Old Business

A. Parceling of Well 10 Site

GWC's contractor, Sierra Nevada Excavation, will complete the sewer installation. GWC staff will install the waterline. Once the project is completed, Douglas County will complete the parceling of the property in to three parcels. We will obtain new deeds and then put the house and lot up for sale.

B. Well 10 CMAR Project

Mark, Dave, Doug, and Keith (RCI) interviewed both Core Construction and RDC on August 20, 2020. After discussion, RDC was selected to be the CMAR project contractor. GWC has worked with RDC in the past. RDC built storage tank 2 and the fire booster station.

C. 1394 Hwy 395 Parceling

Requested assistance from RCI for project.

D. Booster Station RTU

Sierra Control has completed installation and training of the new control's equipment.

E. Security Gate

Artistic Fence and Colbre Grading will begin the security gate and pad installation mid-September.

F. Election 2020

There are 4 candidate applications for 3 board of directors' positions. A ballot will be mailed to all members by September 30th. The ballot is due on or before 2pm on November 3rd. All ballots will remain sealed and be deposited into a locked ballot box. The ballot counting process will be performed beginning at 2pm. Every ballot must be validated before it is counted.

According to the By-Laws, the 2 directors not up for election (Barbara and Ken) may count the ballots or an agent can be designated. If the board desires, Mark Chase, Chase and Sheets CPAs, has said he and his staff would count the ballots, at no charge.

Consensus of the Board of Directors to allow Chase and Sheets CPA's to count the ballots, Ken Deering and or Barbara Henningsen will try to be available to supervise.

Agenda Item 2A: Discussion and Possible Action Regarding Rate Study

During the review with JP from Waterworth, the consensus of the board was to revise the previous consensus of a 2021 10% rate increase with possible 10% rate increases every 3 years, to an annual 3.5% rate increase.

Staff recommends 3.5% rate increase for 2021 and 2022. This will allow staff to improve the asset replacement schedule replacement costs for an accurate reserve goal, budgeting forecast of expenses, and projecting population changes.

Rate Recommendation:

Meter Size	Service Charges		
	2020 Existing	2021 Proposed	2022 Proposed
3/4"	\$33.00	\$34.00	\$35.00
1"	\$46.00	\$56.00	\$60.00
1 1/2"	\$92.00	\$114.00	\$117.00
2"	\$119.00	\$148.00	\$188.00
3"	\$353.00	\$376.00	\$387.00
4"	\$446.00	\$569.00	\$586.00
6"	\$495.00	\$649.00	\$740.00
8"	\$545.00	\$717.00	\$810.00

	Commodity Rate		
	2020 Existing	2021 Proposed	2022 Proposed
Residential Usage Rate			
- 0 to 8k gallons	Included	Included	Included
- above 8k gallons	\$1.37	\$1.37	\$1.37
Commercial Usage Rate			
- 0 to 20k gallons	\$1.37	\$1.37	\$1.37
- above 20k gallons	\$1.96	\$1.96	\$1.96
Irrigation Usage Rate			

- 0 to 200k gallons	\$1.47	\$1.47	\$1.47
- above 200k gallons	\$1.96	\$1.96	\$1.96

Private Fire Fee Recommendation:

PF Meter Size	2020 Existing	2021 Proposed	2022 Proposed
3/4"	\$5.28	\$5.46	\$5.66
1"	\$7.05	\$7.30	\$7.55
1 1/2"	\$10.57	\$10.94	\$11.32
2"	\$14.09	\$14.58	\$15.09
2 1/2"	\$17.61	\$18.23	\$18.86
3"	\$21.14	\$21.88	\$22.65
4"	\$28.18	\$29.17	\$30.19
6"	\$42.27	\$43.75	\$45.28
8"	\$56.36	\$58.33	\$60.37
Private Hydrant	\$42.27	\$43.75	\$45.28

Recommendation

Manager and staff recommend the Board of Directors adopt a 3.5% rate increase for January 1, 2021 and January 1, 2022 for water user fees and private fire fees.

Consensus of the Board of Directors to table the agenda item until November 2020 board meeting to allow time for customer notification via a rate increase newsletter be sent to all customers.

AGENDA ITEM 3: Attorney Report – Chuck Zumpft

Kristien Bennett asked a few questions of Chuck regarding elections. Nothing else to report

AGENDA ITEM 4: Manager’s Report

The following is a recap of work completed by GWC staff in the month of August 2020.

1. Meters, Plan Reviews & Impact fees
 - A. There were 3 meters replaced in August 2020
 - B. There were 1 plan reviews in August 2020
 - C. There were \$1,875 in impact fees invoiced in August 2020
2. Service Orders
There were 55 service orders completed by GWC staff in August 2020
3. Locates
There were 24 locates completed by GWC staff in August 2020
4. Leak Notices
There were 21 leak notices completed by GWC staff in August 2020
5. Monthly Staff Projects
 - A. Monthly bacteria and turbidity sampling and testing
 - B. Well 10 CMAR project
 - C. Construction inspections

- D. Fire hydrant flows
- E. Weed control
- F. Waterworth Review

6. Current Projects in Review

- A. Great Life Church
- B. Maverik Gas Station
- C. BDR Construction Project
- D. Town of Gardnerville's Hellwinkle Ranch

7. Current Projects Under Construction

- A. High Sierra Fellowship
- B. Firestone - Tires Plus
- C. Dotty's Casino

8. October Board Meeting

In person meeting or via Zoom?

Consensus of the Board of Directors to hold October's meeting via Zoom.

AGENDA ITEM 5: Board Comments

None

AGENDA ITEM 6: Adjournment

Ken Deering made a motion to adjourn the Board meeting. Doug Sonnemann seconded the motion. Motion was approved. The meeting was adjourned at 6:56 PM.