

Best Water! Best Service!



Gardnerville Water Company
Regular Board Meeting Minutes
Tuesday, November 10, 2020 5:00p.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*
Amber Ambrose, *GWC Administrative Assistant*

Public Present:

None

Carl Spahr called the November 10th, 2020 Regular Board meeting to order at 5:00 p.m.

Approval of Agenda: Dave Ellison made a motion to approve the Agenda for the November 10, 2020 Board meeting Agenda. Doug Sonnemann seconded the motion. Motion was approved.

Minutes of the October 13, 2020 Regular Board Meeting: Doug Sonnemann made a motion to approve the October 13, 2020 Regular Board Meeting Minutes. Dave Ellison seconded the motion. Motion was approved.

Financial Statements for October 2020: Dave Ellison made a motion to approve the October 2020 Financial Statements. Barbara Henningsen seconded the motion. Motion was approved.

Kristien Bennett gave an update on the GWC investments. With the current market condition, cd's are not an option with the extremely low rates. GWC may need to seek higher paying bonds. She will have a recommendation at the December board meeting. Barbara Henningsen inquired about other interest-bearing options or accounts. Dave Ellison asked if GWC would be eligible for public rates vs. business rates for high interest cd's. Doug Sonnemann said he has seen the same problem with other boards he is a member of.

AGENDA ITEM 1: Old Business

A. Parceling of Well 10 Site

GWC's contractor, Sierra Nevada Excavation, has completed the sewer installation. The sign was removed. As-builts were submitted to RO Anderson for plans to be completed and submitted to Douglas County. Douglas County will then 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.

Once the parceling is done, GWC needs to contact Dick McCole to do an estimate of the house and property so the board can determine the sales price. This hopefully will be done at the December board meeting.

B. Well 10 CMAR Project

Keith Shaffer of RCI has started on a preliminary drawing and will be sitting down with RDC and Mark to go over more details. Contracts have been submitted to Chuck for review and then will go to the board for approval.

C. 1394 Hwy 395 Parceling

Waiting for assistance from RCI for project.

D. Security Gate

Colbre Grading completed the pad installation mid-September. Artistic Fence installed most of the fence materials but was waiting a backordered part to complete the work. They are scheduled to finish the installation the week of November 9, 2020.

Agenda Item 2A: Discussion and Possible Action Regarding Certification of 2020 Board of Directors' Election Results

On November 3, 2020 at 2:00pm the ballots for the 2020 Board of Directors election for the Gardnerville Water Company were removed from the official ballot box and counted as follows:

Dave Ellison: 324
Ryan Sinclair: 218
Doug Sonnemann: 314
Carl Spahr: 331
Rejected Votes: 23

The winners are Dave Ellison, Doug Sonnemann, and Carl Spahr.

Recommendation

Manager and staff recommend the Board of Directors certify the 2020 Board of Directors' Election Results with the winners Dave Ellison, Doug Sonnemann, and Carl Spahr.

Barbara Henningsen suggested the board count votes later in the day or the day after they are due to account for mail delivery times.

Doug Sonnemann made a motion to approve the Certification of 2020 Board of Directors' Election Results. Barbara Henningsen seconded the motion. Motion was approved.

Agenda Item 2B: 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:

Service Charges

Meter Size	2020	2021	2022
	Existing	Proposed	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

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.

Dave Ellison inquired about rate increase vs. commodity rate increase. Kristien said there was no change in commodity rates.

Ken Deering made a motion to adopt a 3.5% rate increase for January 1, 2021 and January 1, 2022 for water user fees and private fire fees. Barbara Henningsen seconded the motion. Motion was approved.

AGENDA ITEM 3: Attorney Report – Chuck Zumpft

Nothing to report

AGENDA ITEM 5: MANAGER'S REPORT

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

1. Meters, Plan Reviews & Impact fees
 - A. There were 5 meters replaced in November 2020
 - B. There were 0 plan reviews in November 2020
 - C. There were \$0 in impact fees invoiced in November 2020

2. Service Orders

There were 121 service orders completed by GWC staff in November 2020

3. Locates

There were 16 locates completed by GWC staff in November 2020

4. Leak Notices

There were 59 leak notices completed by GWC staff in November 2020

5. Monthly Staff Projects
 - A. Monthly bacteria and turbidity sampling and testing
 - B. Well 10 sewer installation
 - C. Well 10 waterline tap and installation of meter pits
 - D. Irrigation shut offs
 - E. Eamon continuing class B license training
 - F. Well house general maintenance
 - G. Construction inspections

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. Doty's Casino

8. December Board Meeting

In person meeting or via Zoom?

Consensus of the Board of Directors to hold December's meeting in person. Both Zoom and in-person would be available.

9. Closed Personnel Session

How does the board wish to handle the anticipated closed personnel session? December board meeting, special meeting, Zoom, in-person, emailed, 2 board member personnel committee?

Consensus of the Board of Directors *hold a in-person Closed Personnel Session on November 18, 2020 at 5pm. In the future a closed personnel session will be scheduled at the regular November Board Meetings.*

AGENDA ITEM 5: Board Comments

Barbara Henningsen asked about GWC Christmas Party. Kristien Bennett explained that Trebeca had secured The Overland restaurant. Invitations will be sent to everyone and those that feel comfortable can attend.

AGENDA ITEM 6: Adjournment

Doug Sonnemann made a motion to adjourn the Board meeting. Ken Deering seconded the motion. Motion was approved. The meeting was adjourned at 6:15 PM.