

Best Water! Best Service!



Gardnerville Water Company
Regular Board Meeting Minutes
Tuesday, December 14, 2021 5:00p.m.
Board Room
1579 Virginia Ranch Rd
Gardnerville, NV 89410

Board Members Present:

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

Staff Members Present:

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

Doug Sonnemann called the December 14, 2021, Regular Board Meeting to order at 5:19 p.m.

Approval of Agenda: Doug Sonnemann made a motion to approve the Agenda for the December 14, 2021, Board Meeting. Dave Ellison seconded the motion. Motion was approved.

Minutes of the November 9, 2021, Regular Board Meeting: Carl Spahr made a motion to approve the November 9, 2021, Regular Board Meeting Minutes. Barbara Henningsen seconded the motion. Motion was approved. Correction on page 2.

Financial Statements for November 2021: Dave Ellison made a motion to approve the Financial Statement as presented. Barbara Henningsen seconded the motion. Motion was approved.

Kristien Bennett reviewed the 2022 proposed budget and discussed changes with the board.

Public Comment: (No Action) – This portion of the meeting is open to the public to speak on any topic not on tonight’s agenda, limited to three minutes.

Agenda Item 1: Old Business

A. Well 10 CMAR Project

Plans and design are 100% complete (we won’t consider them 100% complete until we receive all comments back from all agencies of jurisdiction). Not much has changed from last month – we are about 20-25 days into the review period for most of the agencies. We have received some correspondence from NV Energy and NDEP and have responded to them to keep review moving forward. We have submitted (or plan to submit) plans to the following entities with expected returns together with project benchmarks:

<u>Submittal Date</u>	<u>Agency or Entity</u>	<u>Expected Initial Review Period</u>
10/7/2021	NV Energy – Power supply design and contract	In process – NV Energy is in
	Design for Power supply – expect by 12/10 -	
11/4/2021	NDEP Bureau of Safe Drinking Water	In-Process – providing
	additional items as requested i.e. flow analysis.	

11/10/2021	Douglas County Building request – need Landscape plan – getting quotes	In process – addressing minor
11/10/2021	East Fork Fire Department	In-Process
TBD (if needed)	Town of Gardnerville	

Project Milestones to Start of Construction

01/15/2021	Final Permit Documents and Bid Documents	On-Track for submittals
01/20/2022 – 04/08/2022	CMAR final bidding and GMP development 60 days – bidding and GMP development and final GMP (including Value engineering and Contract execution)	
04/10/2022	Construction Starts	On - Track

Mark Lovelady said RCI's target is to have 100% plans and submit to subcontractors for bidding by 01/20/22.

B. Highway 395 Waterline Improvement Project

RCI is still in process of the review of the plans.

C. 1394 Hwy 395 Parceling Project

The improvement plans have been completed and submitted to the Douglas County Community Development and East Fork Fire Department (10/15/2021). Awaiting permit review and expect permitting from Douglas County – within the next 15 days - No Comments yet. Next step will be to address any County comments and then provide to GWC for Contractor bids.

D. GWC Masterplan

- Most of the text of the body is complete.
- One of GIS technicians is completing a map detailing the GWC boundary, future expansion areas, new subdivisions and land annexed.
- Working on updating the Subdivisions & Commercial Property table.
- The Vacant Parcels table has been completed.
- The Areas Outside the Service Boundary table has been updated.

Once the final table has been updated, RCI will finish updating the text of the body. They will need to add the map, format the document, and run it through review. This is 95% complete.

Agenda Item 2A: Discussion and Possible Action Regarding Update to Construction Water Fees

Construction water fee increase has not occurred since March 1, 2016, when the board approved increasing the cost from \$3.00 to \$4.00 per thousand gallons.

The income from construction water provides repayment construction cost of the fill station as GWC does not allow contractors to utilize fire hydrants within GWC service territory and cost of water production.

The past five years of income is as follows:

Year	Usage	Income
2017	1,667,392	\$6,633
2018	2,081,840	\$8,118
2019	1,969,130	\$7,603

2020	5,024,605	\$11,926
2021	6,279,120	\$16,797
5 Year Average	3,404,417	\$10,215

Projected Construction water usage will continue to increase as building is occurring in the Gardnerville area. Anticipated additional income is \$1,500 - \$2,000 per year.

Recommendation

Manager and staff recommend the Board of Directors approve an increase to Construction Water Fee to \$4.50 per thousand gallons effective January 1, 2022.

Kristien recommends an increase to \$4.50 for construction water. Barbara Henningsen asked where Construction Water can be purchased and prices. Ken Deering recommend an increase to construction water fee to \$5.00 per thousand gallons effective January 1, 2022. Carl Spahr suggested GWC increase the fee to \$5.00 per thousand and revisited in 2 years.

Carl Spahr made a motion to approve increasing the construction water fee to \$5.00 per thousand gallons effective January 1, 2022, and revisited the fee again in 2 years. Doug Sonnemann seconded he motion. Motion was approved.

Agenda Item 3: Attorney Report – Chuck Zumpft

Chuck is working with staff to update the Rules and Regulations regarding reconnection of services. This topic will be brought back to the board in January 2022.

Agenda Item 4: Manager’s Report

The following is a recap of work completed by GWC staff in the month of November 2021.

1. Meters, Plan Reviews & Impact fees
 - A. There were 2 meter(s) installed or replaced in November 2021
 - B. There were 1 plan reviews in November 2021
 - C. There were \$41,332 in impact fees invoiced in November 2021

2. Service Orders

There were 44 service orders completed by GWC staff in November 2021

3. Locates

There were 12 locates completed by GWC staff in November 2021

4. Leak Notices

There were 43 leak notices completed by GWC staff in November 2021

5. Monthly Water Operations Supervisor Update
 - A. Both tanks have passed and are now supplying water into the system
 - B. Eamon continues to audit meters and mxu’s
 - C. All town, county and school irrigation meters are shut off for the winter
 - D. Jon is back and doing well

6. Current Projects in Review

- A. Maverik Gas Station
- B. Ashland Park Subdivision
- C. Ashland Park - Muller Pkwy
- D. Village at Martins Trail
- E. Pinenut Road Self Storage
- F. Carson Valley Veterinary
- G. Carson Valley Medical Center
- H. Gardnerville Station Outlet

7. Current Projects Under Construction

- A. Great Life Church
- B. Residence 1861 Apartments
- C. Thoroughbred Crossing Apartments

8. Current Properties in Annexation

- A. Town of Gardnerville - Hellwinkle Ranch - 19.61 acres - PUC approved 12/07/21
- B. Stoneridge Villas - 29 acres - PUC approved 12/07/21
- C. Corley Ranches LLC - The Farmstead at Corley Ranch - 130 acres
- D. Ashland Park - 23.64 acres

Agenda Item 6: Board Comments

Carl Spahr said he really enjoyed the Christmas Kickoff at Heritage Park. He said GWC might need to invest in another or a better popcorn machine to keep up with the people. He also really enjoyed the GWC Christmas Dinner at the Overland Restaurant.

Barbara Henningsen said she also enjoyed the Christmas Kickoff and the GWC Christmas Dinner. She appreciated the effort Trebeca Itzen put into the event.

Agenda Item 7: Adjournment

Carl Spahr made a motion to adjourn the meeting. Barbara Henningsen seconded the motion. Motion was approved. Ken Deering adjourned the meeting at 6:49 PM.