

Best Water! Best Service!



Gardnerville Water Company  
Regular Board Meeting Minutes  
Tuesday, February 8, 2022 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*  
Lisa Taylor, *GWC Administrative Assistant*  
Chuck Zumpft, *GWC Attorney*  
Jonas Austin, *GWC Operations Supervisor*

Ken Deering called the February 8, 2022, Regular Board Meeting to order at 4:59 p.m.

**Approval of Agenda: Doug Sonnemann made a motion to approve the Agenda for the February 8, 2022, Board Meeting. Barbara Henningsen seconded the motion. Motion was approved.**

**Minutes of the January 11, 2022, Regular Board Meeting: Dave Ellison made a motion to approve the January 11, 2021, Regular Board Meeting Minutes. Carl Spahr seconded the motion. Motion was approved.**

**Financial Statements for January 11, 2022: Carl Spahr made a motion to approve the January 2022 Financial Statement as presented. Doug Sonnemann seconded the motion. Motion was approved.**

*Kristien Bennett informed the board she is 99% complete with the Asset Management. She is working with Waterworth and has a meeting with Mark Lovelady and Jonas Austin next Wednesday, February 16<sup>th</sup>. Kristien is very impressed with the new CPA, Michel Knott, info sent to them and back to us 10 days later. The CPA would like to attend March meeting via zoom.*

**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 – Submitted to CMAR for Bidding and GMP. Still working on permitting and addressing comments, but they are minor and should have a permit well before bidding is complete and contract. The following is an update on the benchmarks

**Agency or Entity - Expected Initial Review Period**

NV Energy – power supply design and contract - in process, NV Energy is in design for power supply - Ongoing  
NDEP Bureau of Safe Drinking Water - in process, received initial comments regarding well and pumphouse project, response by 2/13/2022.

Douglas County Building – Full submittal (resubmittal) awaiting review comments, if any. Expect final and permit by GMP Contract and NTP.  
East Fork Fire Department - in process, review fees paid and awaiting comments.

**Project Milestones to Start Construction**

01/15/2022 - Final permit documents and bid documents – 100% Plans distributed to RDC – RDC initial Bidding expected initial GMP 3/15/2022.  
01/20/2022 – 04/08/2022 - CMAR final bidding and GMP development - 60 days for bidding and GMP development and final GMP (including value engineering and contract execution)  
04/10/2022 - construction Starts - on track

*Mark expressed concern in material ordering being back ordered as many items are. Mark would like to get materials ordered sooner than later.*

B. 1394 Hwy 395 Parceling Project

In the process of bidding.

C. Highway 395 Waterline Improvement Project

RCI is still in process of the review of the plans. NDOT has verbally agreed to the location of the waterline.

D. GWC Masterplan

Mark sent the board the draft Masterplan mid-January. He has sent those comments, questions, and concerns to RCI for clarification or revision. No update yet.

E. Well Meter Readings

Sierra Controls was onsite 01/28/22 at each wellsite and has reprogrammed the well meters. They are currently start reading at 17 gallons per minute. We will update the consumption and pumpage data to determine if this setting will assist GWC in obtaining correct pumpage data.

*If a well meter needs replacing, the cost can range from \$10,000 to \$30,000. Required by the State, GWC must submit a water audit report in 2023.*

F. GWC Mission Statement

At the January board meeting it was discussed about updating the GWC mission statement. Staff recommends that each board member create a version of the mission statement and email them to the board secretary, Barbara Henningsen, who can compile the versions for further discussion.

**Agenda Item 2A: Discussion and Possible Action Regarding Purchase of Fleet Vehicle**

GWC has requested quotes for a new fleet vehicle. We requested a quote for a new vehicle with specific requirements:

- 2500 HD/F250 Standard Cab (2 Door)
- 4WD
- 6.6 L V-8 Diesel ¾ Ton
- ABS Brake System
- Air Conditioning
- All Season Tires
- Exterior Color: White
- Front Recovery hooks
- Full Size Spare Tire
- Harbor Utility Box or equal
- Heavy Duty Alternator
- Integrated Trailer Brake Controller

- All Terrain Tires
- AM/FM stereo with Bluetooth
- Auto Transmission
- Auxiliary Transmission Cooler
- Backup Camera
- Cloth Seats
- Cruise Control
- Diesel Engine
- Dual Batteries
- Electronic Transfer Case
- Engine Block Heater
- Pipe Lumber Rack With Removable Cross Bars
- Power Locks
- Power Mirrors
- Power Seat
- Power Windows
- Running Boards
- Seats: Cloth
- Skid Plate
- Steps - Running Boards
- Tilt Steering
- Tow Package

Only one quote was received by Champion Chevrolet in Reno with a cost of \$53,066 and deliver expected by late August 2022 (possibly later).

A second option was a 2022 GMC Sierra 2500 HD SLE Double Cab truck in-stock Michael Hohl Chevrolet Buick GMC with a cost of \$53,420.

- 2500 Crew Cab (4 Door)
- 6.6 L V-8 Gas ¾ Ton
- ABS Brake System
- Air Conditioning
- Stock Tires
- AM/FM stereo with Bluetooth
- Auto Transmission
- Backup Camera
- Cloth Seats
- Cruise Control
- Exterior Color: White
- Front Recovery hooks
- Full Size Spare Tire
- Power Locks
- Power Mirrors
- Power Seat
- Power Windows
- Seats: Cloth
- Tilt Steering
- Tow Package

Jonas Austin, Water Operations Supervisor, suggested GWC look at other options with the major supply chain issues currently seen by all businesses. He would utilize this truck since the other 3 vehicles are setup for daily water operations, those would be assigned to the 3 operators. He can store vital tools in this truck, perform inspections, transport monthly water samples, and more. With the crew cab, the operators can go together to conferences or educational classes.

Staff also checked with other dealers, locally and Reno, and none had any other options except ordering a vehicle with delivery in September.

#### Recommendation

Manager and staff recommend the Board of Directors approving the purchase of the 2022 GMC Sierra 2500 HD SLE Double Cab truck from Michael Hohl Chevrolet Buick GMC in the amount of \$53,420.

*The board discussed the two options and determined that the 2500 HD/F250 from Champion Chevrolet was a better vehicle. Staff would have to double up or utilize the Honda in the meantime.*

**Carl Spahr made a motion to purchase the 2500 HD/F250 for \$53,066 from Champion Chevrolet. Doug Sonnemann seconded the motion. Motion was approved.**

**Agenda Item 2B: Discussion and Possible Action Regarding Duramax Repairs**

The Duramax is blowing excessive white smoke. It was determined that the injector flow rates to be above 4mm on 3 cylinders, it has been recommend replacing all fuel injectors and glow plugs. GWC obtained 3 quotes:

Standard Diesel and Repair \$6,665.96  
Allegiance Diesel \$7,340.75  
Champion Chevrolet \$9,357 (verbal quote)

Recommendation

Manager and staff recommend the Board of Directors award the Duramax Repairs to Standard Diesel and Repair in the amount of \$6,665.96.

**Carl Spahr made a motion to approve the Duramax repair by Standard Diesel for \$6,665.96. Dave Ellison seconded the motion. Motion was approved.**

**Agenda Item 2C: Discussion and Possible Action Regarding Well 6 VFD Replacement**

Well 6 VFD was installed April 2006 by Buffo Electric for \$27,455. The expected life of a VFD is 15 years. This VFD has experienced issues with alarms and not always allowing remote access.

Staff requested a quote to replace the VFD by its electrician, Bryant Electric. The cost for equipment, installation labor, startup and extended warranty is \$25,043. It is expected to need approximately 3 hours of SCADA integration by Sierra Controls, at \$150 per hour, will cost \$450.

Recommendation

Manager and staff recommend the Board of Directors award the Well 6 VFD Installation to Bryant Electric at \$25,403 and Sierra Controls at \$450 and radio upgrade at \$25,493.

**Barbara Henningsen made a motion to approve the Well 6 VFD installation to Bryant Electric for \$25,403. Dave Ellison seconded the motion. Motion was approved.**

**Agenda Item 2D: Discussion and Possible Action Regarding Booster Station Generator Transfer Switch Replacement**

The booster station generator transfer switch was installed in April 2006 for \$3,270. The expected life of a transfer switch is 20 years. This switch has experienced issues with not transferring to and from generation. Many times, it will transfer on but not turn off and the generator runs out of fuel. Operators requested switch replacement.

Staff requested a quote to replace the switch by its electrician, Bryant Electric. The cost for equipment, installation labor, and startup is \$4,969.

Recommendation

Manager and staff recommend the Board of Directors award the Booster Station Generator Transfer Switch Replacement to Bryant Electric at \$4,969.

**Carl Spahr made a motion to approve the Booster Station Generator Transfer Switch Replacement to Bryant Electric for \$4,969. Dave Ellison seconded the motion. Motion was approved.**

**Agenda Item 3: Attorney Report – Chuck Zumpft**

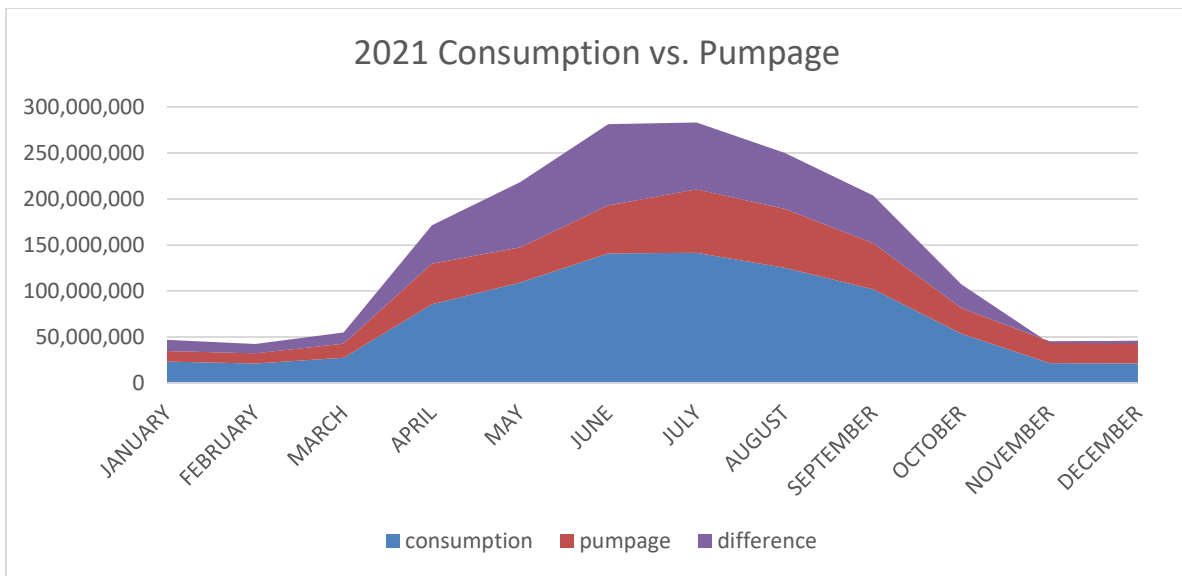
No Report.

**Agenda Item 4: Manager’s Report**

The following is a recap of work completed by GWC staff in the month of January 2022.

1. Meters, Plan Reviews & Impact fees
  - A. There were 1 meter(s) installed or replaced in January 2022
  - B. There were 0 plan reviews in January 2022
  - C. There were \$76,019 in impact fees invoiced in January 2022
  
2. Service Orders, Locates & Leak Notices
  - A. There were 32 service orders completed by GWC staff in January 2022
  - B. There were 21 locates completed by GWC staff in January 2022
  - C. There were 61 leak notices completed by GWC staff in January 2022
  
3. Water Consumption & Pumpage

<b>2021</b>	<b>consumption</b>	<b>pumpage</b>	<b>difference</b>
<b>JANUARY</b>	23,394,332	11,294,300	12,100,032
<b>FEBRUARY</b>	21,212,251	11,005,300	10,206,951
<b>MARCH</b>	27,517,840	15,207,300	12,310,540
<b>APRIL</b>	85,685,286	44,048,800	41,636,486
<b>MAY</b>	109,171,396	38,340,200	70,831,196
<b>JUNE</b>	140,654,457	52,396,000	88,258,457
<b>JULY</b>	141,537,204	68,927,700	72,609,504
<b>AUGUST</b>	125,049,160	64,134,500	60,914,660
<b>SEPTEMBER</b>	101,820,603	50,284,900	51,535,703
<b>OCTOBER</b>	53,508,245	27,804,500	25,703,745
<b>NOVEMBER</b>	21,486,756	23,812,700	-2,325,944
<b>DECEMBER</b>	21,308,388	24,496,200	-3,187,812
<b>2021 TOTALS</b>	<b>872,345,918</b>	<b>431,752,400</b>	<b>440,593,518</b>



4. Monthly Water Operations Supervisor Update

- A. SOP's (Standard Operating Procedures) for all sites
- B. Asset management condition rating
- C. Eamon CDL permit - driving practice for test
- D. Jonas studying for D3 test in March

5. 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. Gardnerville Station Outlet

6. Current Projects Under Construction

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

7. Current Properties in Annexation

- A. Corley Ranches LLC - The Farmstead at Corley Ranch - 130 acres – sent letter 01/19/22 reminding them their deadline is March 20, 2022
- B. Ashland Park - 23.64 acres

**Agenda Item 6: Board Comments**

No Comments.

**Agenda Item 7: Adjournment**

**Carl Spahr made a motion to adjourn the meeting. Doug Sonnemann seconded the motion. Motion was approved. Ken Deering adjourned the meeting at 7:02 PM.**