

Best Water! Best Service!



Gardnerville Water Company
Regular Board Meeting Minutes
Tuesday, July 12, 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*
Lisa Taylor, *GWC Administrative Assistant*
Jonas Austin, *GWC Water Supervisor*
Chuck Zumpft, *GWC Attorney*

Ken Deering called the July 12, 2022, Regular Board Meeting to order at 5:00 p.m.

Approval of Agenda: Doug Sonnemann made a motion to approve the Agenda for the July 12, 2022, Board Meeting. Barbara Henningsen seconded the motion. Motion was approved.

Minutes of the June 14, 2022, Regular Board Meeting: Doug Sonnemann made a motion to approve the June 14, 2022, Regular Board Meeting Minutes. Carl Spahr seconded the motion. Motion was approved.

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

GWC and RDC signed the CMAR contract on 05/25/2022. RDC will be seeking the building permit and begin mobilization.

B. 1394 Hwy 395 Parceling Project

Waiting for Douglas County to finish the parceling.

C. Highway 395 Waterline Improvement Project

GWC and RCI is working on coordinating plans with NDOT.

D. GWC Mission Statement

Current mission statement:

The Gardnerville Water Company is committed to providing water in a courteous and accountable manner, for the long-term benefit of our customers, above and beyond the standards set for public health, safety, and the environment.

Suggestion:

- The Gardnerville Water Company is committed to providing water in a courteous and accountable manner for the long-term benefit of our customers. We strive to meet and exceed the standards set for public health, safety, and the environment.
- Reliably provide clean water at a good value to GWC members, now and for years to come.
- Reliably deliver safe water with minimal downtime and interruption. Invest in processes, equipment, and technology to minimize customer service interruptions, and to best facilitate customers' interactions and transactions with the water company. Develop, retain, and fairly compensate qualified staff who can best achieve the goals of the water company.

Utilizing the current mission statement and the suggestions, Trebeca Itzen created three different versions of GWC Mission, Vision, and Values for the board to consider. See attached.

Consensus of the Board to table this item to the August 9, 2022 Board Meeting.

Agenda Item 2A: Discussion and Possible Action Updating GWC Rules and Regulations

Staff requests minor changes to wording to clarify the rules and regulations regarding the annexation process. All changes have been reviewed and approved by GWC attorney, Chuck Zumpft.

Changes suggested:

- Change #1 - Section B Item 3 - Removed water rights to be dedicated, rule change
- Change #2 - Section B Item 7 - Moves deposit requirements
- Change #3 - Section D – Changed dates to contact the applicant regarding disapproval of annexation
- Change #4 - Section E Item 2 - Requires a deposit of \$10,000 – previously a schedule based upon acres annexed. Current annexations costs are \$10,000 – \$12,000.
- Change #5 - Section E Item 5 - Revised water rights wording to reflect water rights will be based on service connection size of service, thereby removing need for credits and refunds of over or underestimates of water rights, water rights to be paid at time of connection - this permits GWC to obtain the highest value for the water rights. For example, Ashland Park prepaid their water rights at \$8,000 now they are valued at \$12,000 - GWC has lost \$4,000 per acre foot of water rights. This is also easier for determining the impact fees required for a connection by staff.
- Change #6 - Section E Item 6 – Adding wording requiring completion of service area map
- Change #7 - Section E Item 7 – Adding wording requiring applicant to diligently pursue annexation
- Change #8 - Section G - Adds wording for extensions of time and an annexation extension fee and requires a fee
- Change #9 - Section H - Adds wording of conditions of service and requirement of recording GWC requirements
- Change #10 - Section XXII – Requisites to Connection - Adds wording of water rights and impact fees

Attached is the redline version to track changes and a final draft for review.

Recommendation

Manager and staff recommend the Board of Directors approve the updates to the GWC Rules and Regulations as presented.

No approval for any of the GWC Rules and Regulations. Barbara Henningsen requested that the word “non-refundable” be changed to refundable on 2E on the redline version. Ken Deering feels that the Board does not have the understanding or the votes to pass the recommendation the staff is requesting. Changes #6 through #10, Mark Lovelady discussed briefly. The Board went back and forth between Agenda Item 2A and 2B while discussing Change #1 through Change #5.

Consensus of the Board to table this item to August 9, 2022 Board Meeting.

Agenda Item 2B: Discussion and Possible Action Regarding Annexation Fees

GWC annexation application fee is currently \$500, also GWC does not charge fees for annexation extensions. The fee is charged for the GWC Manager and staffs time and effort to process the annexation. The current annexations are now taking a year to complete, requiring more time of staff.

Fee Survey

A survey of annexation fees showed the following:

Company	Fee	Extension
MGSD	\$1,000	
Town of Minden	\$300	
Douglas County	\$655	
Lyon County	\$3,500	\$650
Truckee Meadows Water Authority (small)	\$4,500	
Truckee Meadows Water Authority (large)	\$7,000	
Fernley	\$4,000	
Elko (<10 acers)	\$750	
Elko (10-50 acers)	\$1,000	
Elko (>50 acers)	\$1,500	

Recommendation

Manager and staff recommend the Board of Directors increase the Annexation Application Fee to \$2,500 and create an Annexation Extension Fee of \$2,000.

Barbara Henningsen wants to know what Gardnerville Ranchos GID and Carson City Utilities charge for their Annexation Fees. Barbara Henningsen feels the Application Fee and Extension Fee is excessive. Doug Sonnemann would like to see a cost analysis of what the staff time is.

Consensus of the Board to this table item to the August 9, 2022 Board Meeting.

Agenda Item 3: Attorney Report – Chuck Zumpft

No Report

Agenda Item 4: Manager’s Report

1. Meters, Plan Reviews & Impact fees
 - A. There were 3 meter(s) installed or replaced in June 2022
 - B. There were 0 plan reviews in June 2022
 - C. There were \$120,750 in impact fees invoiced in June 2022 – **Paid July 6, 2022**

2. Service Orders, Locates & Leak Notices
 - A. There were 12 locates completed by GWC staff in June 2022
 - B. There were 56 service orders completed by GWC staff in June 2022
 - C. There were 64 leak notices completed by GWC staff in June 2022

3. Water Consumption & Pumpage

Total Water Pumped	199,051,300
Total Acre Feet Used	610.69

2022 CONSUMPTION	
January - February Total Consumption	27,169,902
March - April Total Consumption	51,586,910
May - June Total Consumption	56,784,800
July - August Total Consumption	
September - October Total Consumption	
November - December Total Consumption	
2022 TOTAL Consumption	135,541,612

Water Loss (Gallons)	63,509,688
Water Loss (%)	31.91%

4. Monthly Water Operations Supervisor Update
 - A. Maintain and monitoring our system
 - B. Fix and reply to customer complaints
 - C. Removed 3 trees and replaced them with tall grass at office
 - D. Help with contractors needs
 - E. Jonas to take D3 test in September
 - F. Eamon continues to practice for class B license
 - G. Jake continues to learn and is a great part of the team
 - H. Jon continues to share with the team
 - I. Cleaning and painting fire hydrants

5. Staff Safety Courses Taken
 - A. Industrial Ergonomics – June
 - B. Ladder Safety - July

6. Current Projects in Review

- A. Ashland Park Subdivision
- B. Ashland Park – Muller Pkwy
- C. Village at Martins Trail
- D. Carson Valley Veterinary
- E. Gardnerville Station Outlet

7. Current Projects Under Construction

- A. Residence 1861 Apartments
- B. Thoroughbred Crossing Apartments
- C. Stor-All Expansion

8. Current Properties in Annexation

- A. Corley Ranches LLC - The Farmstead at Corley Ranch - 130.55 acres
- B. Ashland Park - 13.72 acres – Signed agreement June 10, 2022

9. 2022 Board of Directors Notice of Elections

Ken Deering and Barbara Henningsen positions on the GWC Board of Directors is up for re-election. Candidate applications are accepted June 24, 2022, through August 12, 2022. In the case of a full election is required, ballots will be mailed to eligible members by September 30, 2022. Ballots will be accepted until 2pm November 8, 2022, with ballot counting beginning after the 2pm deadline.

Agenda Item 6: Board Comments

No Comments.

Agenda Item 7: Adjournment

Dave Ellison made a motion to adjourn the meeting. Doug Sonnemann seconded the motion. Motion was approved. Ken Deering adjourned the meeting at 8:00 PM.