

Best Water! Best Service!



Gardnerville Water Company
Regular Board Meeting Minutes
Tuesday, August 8, 2023, 5:00p.m.
Board Room
1579 Virginia Ranch Rd
Gardnerville, NV 89410

Board Members Present:

Dave Ellison, *Chairman*
Doug Sonnemann, *Vice Chairman*
Ken Deering, *Member-at-Large*

Staff Members Present

Mark Lovelady, *GWC Manager*
Kristien Bennett, *GWC Financial Officer*
Lisa Taylor, *GWC Administrative Assistant*
Chuck Zumpft, *GWC Attorney*

Public Present:

Rob Anderson, R.O. Anderson Engineering

Dave Ellison called the August 8, 2023, Regular Board Meeting to order at 5:00 p.m.

Approval of Agenda: Ken Deering made a motion to approve the Agenda for the August 8, 2023, Board Meeting. Doug Sonnemann seconded the motion. Motion was approved.

Minutes of the July 11, 2023, Regular Board Meeting: Doug Sonnemann made a motion to approve the July 11, 2023, Regular Board Meeting Minutes, with changes regarding Pro West, as to hardware and tool possible costs. Ken Deering 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

Ponderosa roofing should be back this week to finalize the skylight (the skylight was broken). ACCO will be back at the site on 8/2 hang the (2) indoor units and layout the holes for coring. No further updates have been received.

B. Highway 395 @ Raley’s Waterline Improvement Project

GWC has received the permit for construction. Mark will be working with RCI to begin the process for construction project bidding.

C. NDOT Highway 395 Project

Project should start in the fall of 2023 or spring 2024. The original estimate of \$134,523 for the valves on US-395 has now escalated to \$240,000.

D. Well 9 Rehab

Scheduling for rehab will occur winter 2023/2024 or spring 2024.

E. Well Meters

GWC installed the meters the week of July 31st.

F. BLM Tank Site

No further information since the last meeting update.

G. Sale of 1394 Douglas Ave

Staff purchased a for sale sign and flyers tube. A flyer and listing on Zillow.com and forsalebyowner.com will occur once Mark have obtained pictures of the inside and outside of the property.

Agenda Item 2A: Discussion and Possible Action Regarding Application for Annexation by Bing Trust

The GWC has received a request from the Bing Trust 2000 – Gregory Hoist Trustee – Kim Posnien Applicant for annexation of approximately 2.72 acres of property located on Centerville Lane.

Annexation Application Requirements

The applicant has satisfied the initial requirements of service area expansion as defined in the GWC Rules and Regulations.

Expansion of Service Area Annexation Agreement

The application is presented to the GWC Board for approval or denial of the application. If the application is approved by the Board the applicant is required to enter into an annexation agreement with GWC that includes required fees and costs for completing an application for service area expansion to the Nevada Public Utilities Commission (PUC) for approval.

The annexation agreement also will include a requirement to provide a cash advance deposit to GWC to cover anticipated costs for the preparation of an annexation agreement by the GWC attorney, PUC report preparation by GWC staff, a water model analysis by the GWC engineering consultant, PUC application fees, newspaper legal ad cost, completion of adjusted service area boundary description by GWC engineering consultant, completion of adjusted Service Area Boundary Map, report drafting, and any other costs necessary to obtain PUC approval. The annexation agreement includes annexation fees required at \$500.00 per acre annexed. Water Rights owned by the Bing Trust 2000 has been designated by the applicant to be transferred to GWC.

Annexation Information

The applicants' consultant has provided the following information as part of the annexation application:

- Total Area Annexed – 2.72 acres
- Water Rights to be dedicated – 2-acre feet
- Development Plan – Residential, 1 unit, under 5,000 sq ft
- Estimate of Water Usage – 1500 gallon minimum

Recommendation

Staff recommends Board approval of the annexation request for the Bing Trust 2000 – Gregory Hoist Trustee APN 1220-04-002-017, 2.72 acres subject to the following conditions:

The Applicant shall:

- A. execute a written agreement with the Utility that shall cover the terms and conditions under which the Utility shall annex the Applicant's development, or the approval shall expire. The agreement shall provide, among other matters, that the Applicant agrees to diligently pursue the annexation process and will use best efforts to complete same within one year of Board approval;
- B. provide a cash deposit of \$10,000 to cover the Utility's estimate of costs for legal, engineering, and other essential services incurred by the Utility to obtain the required regulatory and governmental approvals for annexation of the Applicant's proposed development. Applications involving extraordinary effort may require a larger deposit, as determined by the Utility; and
- C. pay in full the current annexation fee as reflected on the Utility's Fee Schedule. The applicable fee shall be charged for each gross acre or portion thereof to be annexed.

The Applicant shall agree to record, in the office of the Douglas County Recorder, following PUC annexation approval, a notice affecting all the property subject to annexation. The notice shall be approved by the Utility prior to recording and shall be designed to inform future owners of the annexed property of requisites to connection to the Utility and that obtaining service therefrom, requires payment of water rights fees, impact fees, and other applicable fees, and that connection to and service by the Utility shall not occur absent compliance with all of the Utility's Tariffs. A copy of this notice shall be delivered to the Utility upon recordation;

The Applicant shall agree to provide to the Utility a new, complete service area map suitable for acceptance by the Commission and other affected entities, and "a place of use" map prior to the final acceptance of annexation. The Applicant shall provide such other information as the Utility may reasonably require.

Rob Anderson, R.O. Anderson Engineering, explained the project to the board. He also clarified that the applicant would purchase water rights from GWC.

Doug Sonnemann made a motion to approve the Application for Annexation by Bing Trust. Ken Deering seconded the motion. Motion was approved.

Agenda Item 3: Attorney Report – Chuck Zumpft

No Report.

Agenda Item 4: Manager's Report

1. Meters, Plan Reviews & Impact fees
 - A. There were 11 meter(s) installed or replaced
 - B. There were 0 plan reviews
 - C. There were \$0 in impact fees invoiced

2. Service Orders, Locates & Leak Notices
 - A. There were 20 locates completed by GWC staff
 - B. There were 75 service orders completed by GWC staff
 - C. There were 55 leak notices completed by GWC staff

3. Monthly Water Operations Update
 - A. Meet with Carson Pump and Bryant Electric regarding well 4 - JS
 - B. Weed spraying– JS
 - C. Replaced well meters at 3, 6, & 9– JS/JT/EW
 - D. Fire hydrant flows on high side – JT/EW
 - E. 1405 Mission Street valve repair – JT
 - F. Register head replacements– EW
 - G. Martins Meadow fire flows – EW

4. Staff HR/Safety Courses Taken
 - A. Customer Service Over the Phone - July
 - B. Customer Service Confrontation and Conflict- August

5. Current Projects in Review
 - A. Martin Stahl Apartments

6. Current Projects Under Construction
 - A. Carson Valley Medical Hospital
 - B. Thoroughbred Crossing Apartments
 - B. Village at Martins Trail
 - C. Carson Valley Veterinary

7. Current Properties in Annexation
 - A. Corley Ranches LLC - The Farmstead at Corley Ranch - 130.55 acres – Approved by NPUC 07/25/23
 - B. Ashland Park - 13.72 acres – Approved by NPUC 07/25/23

8. CPR and First Aid Course

Open to all board members: Wednesday, August 23, 2023 - 8am – 2pm - GWC board room – RSVP to Mark

Agenda Item 6: Board Comments

Ken Deering will not be attending the September Board Meeting.

The October Board Meeting will begin at Well 10 for a tour.

Agenda Item 7: Adjournment

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