



Gardnerville Water Company
Regular Board Meeting Minutes
Tuesday, November 14, 2023, 5:00p.m.
Board Room
1579 Virginia Ranch Rd
Gardnerville, NV 89410

Board Members Present:

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

Staff Members Present

Mark Lovelady, *GWC Manager*
Kristien Bennett, *GWC Financial Officer*

Public Present:

Keith Scott

Dave Ellison called the November 14, 2023, Regular Board Meeting to order at 5:03 p.m.

Approval of Agenda: Ken Deering made a motion to approve the Agenda for the November 14, 2023, Board Meeting. Carl Spahr seconded the motion. Motion was approved.

Minutes of the October 10, 2023, Regular Board Meeting: Doug Sonnemann made a motion to approve the October 10, 2023 Regular Board Meeting Minutes. Barbara Henningsen seconded the motion. Motion was approved.

Financial Statements for October 2023: Ken Deering made a motion to approve the October 2023 Financial Statement as presented. 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.

*Keith Scott 1409 Interest Lane – has returned to address the sewer issue related to his property for which GWC sold him. Mr. Scott, Mark Lovelady, MGSD attorney had a meeting regarding the easement and the MGSD attorney believes there is an implied easement with several court precedent to assist with a potential case, if necessary. GWC was not aware of the sewer line ran through all three parcels when they purchased the property. Mr. Kriss, who GWC bought the property from, probably was also unaware of the sewer line location.
Mr. Scott, with the assistance of RCI, has reviewed another option to correct the issue. Mr. Scott has proposed tying in the existing line running through GWC property to a 6” lateral along the GWC and Benigno property line and connecting it to the manhole. The line would be on GWC property running between the fence and the detention basin. This would eliminate the existing line running in the middle of Mr. Benigno’s property and would move the location of the line to*

the entrance of Mr. Benigno's property which already has utility easements through the entrance. Mr. Scott will then obtain an easement for the last part of the line from Mr. Benigno. Mr. Scott said he would share the cost of the proposal with GWC 50/50.

Mark had previously received a quote for materials of about \$4,000 and would expect labor to run about \$15,000 for a total of about \$20,000 for the project. Ken Deering recommended that Mr. Scott have the surveyor verify all elevations to ensure the proposed line would work. Mark said GWC could assist with verifying those elevations with GWC equipment and RCI's surveyors. Mark will call USA Diggs for locates. Mr. Scott said he has all of the dimensions and mapping locations.

Dave Ellison requested Mark to talk to Chuck Zumpft regarding the easement and the liability of GWC. After all the surveying is done, Mr. Scott and Mark will meet with Justin Clouser, Mr. Benigno's attorney, regarding the easement.

The board agreed with verifying the survey, elevations, materials quote, and legal review. Mark will work with Mr. Scott and have more information for the board for the next board meeting.

Agenda Item 1: Old Business

A. Well 10 CMAR Project

Painted required areas per Mark's instructions. Material for the gate is completed and installation. Pump is still on schedule to leave manufacturing facility on 11/30. NV Energy pushed the pole to 11/8/23, once that's done, backfill and schedule the startup. If the pump comes in on time, RDC will complete the project before Christmas.

Well 10 storage building roof began November 8th.

The power pole is now in place. The generator needs to be tested. Keith Schaffer and Mark have a walk-through planned for 11/20/23. Ken Deering wanted Mark to check if the under the eaves were painted, check communication lines possibly being too low, and also suggested bollards in front of the electrical panel box.

B. Highway 395 @ Raley's Waterline Improvement Project

Mark has been working with RCI to begin the process for construction project bidding and waterline materials. Received materials quote of \$52,700.

The bids for the labor portion of the project will go out to selected contractors after Thanksgiving. The materials quote will be on the December agenda for approval and to allow for delivery before January. The labor bid will be on the January agenda.

C. NDOT Highway 395 Project

Waterline lowering in 5 areas was completed by SNC with the assistance and inspections by GWC. All notices were delivered, and all bacteria samples were done in compliance with NDEP. All samples passed.

The waterline project is now complete.

D. Well 9 Rehab

Scheduling for rehab will occur mid-November.

E. Well Meters

GWC installed the meters in July. Staff is working on Well 1 and 2 meter projects to get those completed. The July/August period was 5.6 MG off and the September/October period was 36.8 MG off. Further adjustments of meters may be necessary.

Now that irrigation season is done, staff will be monitoring the different wells to compare usage to pumpage to eliminate the well meters that are working correctly. Parts have been ordered for the plumbing at well 1 and the correct meter was ordered for well 2.

F. BLM Tank Site

No further information received.

G. Sale of 1394 Douglas Ave

A for sale sign and flyers were installed. A listing was placed on forsalebyowner.com. Several people have contacted GWC for more information or showings.

The current tenants have notified GWC that they intend on being out of the property by the end of the year.

Agenda Item 2A: Discussion and Possible Action Regarding 2024 Legal Contract with Minden Lawyers

GWC currently has an agreement for legal services Minden Lawyers, LLC which will expire November 2023.

The current agreement includes: \$1,000 per month, which allows for 4 hours of service. All time in excess of 4 hours is billed at \$260 per hour. No fee increases are proposed.

Recommendation

GWC Manager and staff recommends approval of the proposed Agreement for Legal Services with Minden Lawyers LLC.

Carl Spahr made a motion to approve the proposed Agreement for Legal Services with Minden Lawyers LLC. Ken Deering seconded the motion. Motion 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 9 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 38 locates completed by GWC staff

- B. There were 133 service orders completed by GWC staff
- C. There were 48 leak notices completed by GWC staff

3. Monthly Water Operations Update

- A. CV Veterinary & CVMC inspection– JS
- B. Irrigation shut-offs – JS
- C. Read 14 bad meters 1 ½ 2 inch for billing - JS
- D. Hwy 395 project (boil water notices and 2 water samples per line, all passed) – EW
- E. Programmed all Ally meters - EW
- F. Assist Sierra Nevada Excavation crew on Jessica Way leak – EW & BA
- G. Hwy 395 project lowering of GWC main lines (closing valves, alerting residents of water shutoff, taking water samples to sparks) – BA
- H. 5 Day notices and delinquent shut-offs – BA

4. Water Pumpage vs Consumption

2023 CONSUMPTION	
January - February Total Consumption	29,422,515
March - April Total Consumption	36,383,252
May - June Total Consumption	100,097,683
July - August Total Consumption	121,294,523
September - October Total Consumption	122,889,400
November - December Total Consumption	
GWC Authorized Usage	30,800
2023 TOTAL Consumption	410,118,173

Water Loss (Gallons)	-49,216,193
Water Loss (%)	-13.64%

2023	Pumped	Sold	Difference	Percentage
January - February	28,936,500	29,422,515	-486,015	-2%
March - April	38,980,700	36,383,252	2,597,448	7%
May - June	91,377,350	100,097,683	-8,720,333	-10%
July - August	115,597,130	121,294,523	-5,697,393	-5%
September - October	86,010,300	122,889,400	-36,879,100	-43%
November - December	0	0	0	0%
GWC Authorized Usage	0	30,800	-30,800	0%
2023 TOTALS	360,901,980	410,118,173	-49,216,193	-52%

5. Staff HR/Safety Courses Taken

- A. Developing Empathy and Gain Influence by Listening - November
- B. Prioritizing and Taking Action – December

6. Current Projects in Review

- A. Martin Stahl Apartments

- B. Stoneridge
- C. Virginia Ranch - Muller Parkway
- D. Virginia Ranch – Collector Road

7. Current Projects Under Construction

- A. Carson Valley Medical Hospital
- B. Thoroughbred Crossing Apartments
- E. Village at Martins Trail
- F. Carson Valley Veterinary

8. Current Properties in Annexation

- A. Bing Trust 2000 – 2.72 acres: Annexation letter of acceptance sent 8/9/23, deposit received 8/30/23, annexation agreement sent to Bing Trust 09/06/2023

9. Save The Date

- Christmas Kickoff Thursday, November 30, 2023 5:30pm – 7:00pm
- GWC Christmas Dinner Party Saturday, December 9, 2023 at Woodetts

Agenda Item 6: Board Comments

No comments

Agenda Item 7: Adjournment

Barbara Henningsen made a motion to adjourn the meeting. Doug Sonnemann seconded the motion. Motion was approved. Dave Ellison adjourned the meeting at 6:10 PM.