



Gardnerville Water Company
Regular Board Meeting Minutes
Tuesday, February 13 2024 5:00p.m.
Board Room
1579 Virginia Ranch Rd
Gardnerville, NV 89410

Board Members Present:

Dave Ellison, *Chairman*
Doug Sonnemann, *Vice Chairman*
Carl Spahr, *Treasurer*
Barbara Henningsen, *Secretary*

Staff Members Present:

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

Dave Ellison called the February 13, 2024, Regular Board Meeting to order at 5:00 p.m.

Public Present: Keith Shaffer, RCI; Jeff Farr, RDC; Christopher Erb, RDC; Borjana Savic RDC; Jim Anderson, San Joaquin Electric

Approval of Agenda: Doug Sonnemann made a motion to approve the Agenda for the February 13, 2024, Board Meeting. Barbara Henningsen seconded the motion. Motion was approved.

Minutes of the January 9, 2024, Regular Board Meeting: Barbara Henningsen made a motion to approve the January 9, 2024, Regular Board Meeting Minutes Carl Spahr seconded the motion. Motion was approved.

Financial Statements for January 2024: Doug Sonnemann made a motion to approve the January 2024 Financial Statement as presented. Barbara Henningsen seconded the motion. Motion was approved.

Kristien Bennett also presented the GWC financial plan update. She showed projected income and expenses as well as future CIP projects. She indicated that well 10 costs had a huge effect on GWC’s finances. It will take about 10 years to recover from that project. Even with the well 10 cost impact, GWC can fund all future CIP projects. She recommended to the board a continual 4% rate increase. This will be a few dollars per bill difference.

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

The pumps, casing, and materials arrived 2/7. GWC had to rent a forklift to offload the delivery as RDC would not respond to GWC calls. GWC will bill RDC for the rental costs. Carson Pump can perform installation after they arrive, and RDC will be there the next day to install missing piping.

Unfortunately, some electrical gear slipped again. Mini power center has the new ship date 2/20 and interior panel 2/6. Without these components RDC can't perform the start-up.

Keith Shaffer, Mark, and Jon had a "punch walk", it was noticed several other items that will need to be addressed with the Contractor prior to final (from window, door hardware tune ups, to electrical, HVAC, to site concrete, data, and power, to caulk and paint interior ceiling, etc.).

Keith will be meeting with Jeff Farr of Resource Development and ask him to develop a plan of action to complete the pump station. This will require that he meet with RCI and the entire design team (Jensen Electric and SGF Mechanical) to assess that the items are being installed correctly and can be started up and operated.

Jeff Farr and Borjana Savic had no real idea of when the trial electric parts would arrive. Jim Anderson, San Joaquin Electric, explained that this has been an issue for all their projects. The board told Jeff and Borjana they wanted this project done asap. They also indicated that they were unhappy about the lack of communication from RDC. They asked for an updated schedule. Keith Shaffer indicated that he too is having communication issues with RDC. He said MGSD is currently in a CMAR project with another contractor, and it is running very smoothly and under budget.

B. 1409 Interest Lane Sewer Line Issue

RCI has determined the elevations and plans will work. Mark has been trying to obtain a labor estimate. Parts are estimated to cost about \$4,000.

C. Highway 395 @ Raley's Waterline Improvement Project

A pre-construction meeting was held and SNC has indicated that they intend to complete the project early to mid-March.

D. Well 9 Rehab

Carson Pump is done with the repairs. Samples will be taken the week of 12th, after 2 successful samples the well can be placed back in service.

E. Well Meters

Well 1 new well meter is installed, programed, and tested. Staff had Sierra Controls to reprogram and verify the settings on the well meters on 2/7/24.

F. BLM Tank Site

Mark is going to request a meeting with RCI to determine exactly what is needed and possible costs if GWC proceeds with the BLM Tank site. Additionally, Mark is requesting RCI to review optional scenarios including an additional tank at the GWC office site and utilizing the fire booster station.

Mark had a meeting regarding tank site. It is an open-ended contract. Just to get started, is around \$30,000.

Consensus of the Board is to table for now and to have RCI review GWC's master plan to see when or if GWC will need this property.

G. Sale of 1394 Douglas Ave

A for sale sign and flyers are installed. A listing is placed on forsalebyowner.com.

Agenda Item 3: Attorney Report – Chuck Zumpft

No Report.

Agenda Item 4: Manager's Report

1. Meters, Plan Reviews & Impact fees
 - A. There were 18 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 106 service orders completed by GWC staff
 - C. There were 44 leak notices completed by GWC staff

3. Monthly Water Operations Update
 - A. Pryor Supervisor class– JS
 - B. Well 9 rehab and new screen – JS
 - C. Well 1 meter – JS
 - D. Service line break at car wash - EW
 - E. 15 meter installs at thoroughbred crossing - EW
 - F. Level 1 assessment for failed samples – EW
 - G. Worked on my first service line break at red barn car wash – BA
 - H. Rehab of well 9. Replacing well casing, gravel pack, set bowls, flushing well – BA
 - I. Final inspections – BA

4. Staff HR/Safety Courses Taken
 - A. Workplace Harassment

5. Current Projects in Review
 - A. Martin Stahl Apartments
 - B. Stoneridge
 - C. Virginia Ranch - Muller Parkway
 - D. Virginia Ranch – Collector Road

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

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 7:21 PM.