



Gardnerville Water Company
Regular Board Meeting Minutes
Tuesday, May 14, 2024 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, *Financial Officer & HR*
Mikayla Webb, *GWC Administrative Assistant*
Chuck Zumpft, *GWC Attorney*

Dave Ellison called the May 14, 2024, Regular Board Meeting to order at 5:01 PM.

Public Present: Keith Shaffer, RCI.

Approval of Agenda: Doug Sonnemann made a motion to approve the Agenda for the May 14, 2024, Board Meeting. Carl Spahr seconded the motion. Motion was approved.

Minutes of the April 9, 2024, Regular Board Meeting: Carl Spahr made a motion to approve the April 9, 2024, Regular Board Meeting Minutes with a few grammar changes pointed out by Ken Deering. Doug Sonnemann seconded the motion. Motion was approved.

Financial Statements for April and May 2024: Ken Deering made a motion to approve the March and April 2024, Financial Statements 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

The generator startup occurred 5/6/24. The well startup occurred 5/7/24. Irrigation will be started after all the startups are done. Solar conduit has not been installed. Determination if that is necessary now or add that to a future project.

Keith Shaffer is currently working to get a punch list together to supply to RDC. This punch list is to inform them of the current issues at hand needing repaired. Keith will get an estimated timeline as to when these will be taken care of. Keith’s goal is to be able to get this project to the point of the well running and all non-essential things can be done as needed. Mark indicated that staff has begun taking water samples. The full sample testing could take one to two months to complete. After that is done the

Bureau of Safe Drinking Water will come on-site to do a sanitary survey. Once successful testing and the survey is complete, the Bureau should grant the well to be put on-line.

B. 1409 Interest Lane Sewer Line Issue

Mr. Scott was provided a draft agreement created by Chuck Zumpft. Mr. Scott was to review it with his attorney – no update.

C. Highway 395 @ Raley’s Waterline Improvement Project

The 395 project went very well. There were no issues due to the fact SNC discussed all tie-ins before the job was started. SNC did a very good job and was a pleasure to work with. Mike the foreman of the job explained things to Eamon and Brian when they had question about the job. Both were able to help supervise the project.

D. Well Meters

Sierra Controls verified the well meters settings. Staff will be continuing to review the pumpage reports against the usage and flushing.

E. BLM Tank Site

RCI sent a letter to BLM regarding its intentions with the parcel. RCI will be reviewing GWC’s need for that potential tank site – no update.

F. Sale of 1394 Douglas Ave

With the assistance of Mark, the tenants moved out of the office on Tuesday April 30th. Staff will clean the office. The buyers are scheduled for a final walk through on 5/19/24. Closing will occur 5/22/24.

G. Custom Craft LLC Annexation

GWC requested Chuck Zumpft create the annexation agreement. The agreement was sent to RO Anderson on May 8, 2024. RCI was contacted to verify the water rights dedication. Their determination is that there will be no problem dedicating the rights to GWC.

The signed annexation agreement was returned to GWC today. Mark instructed RCI to begin the annexation work.

Agenda Item 2: Attorney Report – Chuck Zumpft

Mr. Yate’s who is the attorney of Keith Scott reached out to Chuck Zumpft via telephone and email. An email was received late Monday the night before the board meeting. Mr. Yate’s email in summary says GWC is at fault and should pay all costs for the sewer line replacement. Chuck discussed the best and worst outcomes if they were sued by Mr. Scott. The email is pending review, and an update will be provided to the board as to what could be done to resolve the issue at hand. Keith Scott informed Mark that he is not aware of what Mr. Yate’s is communicating. Mark will meet with Mr. Scott to discuss the issue and update the board.

Agenda Item 3: Manager’s Report

1. Meters, Plan Reviews & Impact fees

- A. There were 27 meter(s) installed or replaced
- B. There were 1 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 153 service orders completed by GWC staff
 - C. There were 82 leak notices completed by GWC staff

3. Monthly Water Operations Update
 - A. GWC HWY 395 Waterline Project– JS/EW/BA
 - B. Water samples – JS
 - C. Supervisor education – JS
 - D. Generator checks & maintenance - EW
 - E. Sample station replacement - EW
 - F. Meter audits – EW
 - G. Flushing fire hydrants & dead ends – BA
 - H. Repair fire hydrants – BA
 - I. Weed spraying – BA

4. Current Projects in Review
 - A. Martin Stahl Apartments
 - B. Stoneridge
 - C. Virginia Ranch

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

6. Water Pumpage vs Consumption

Water Loss (Gallons)		6,863,874		
Water Loss (%)		8.71%		
2024	Pumped	Sold	Difference	Percentage
January - February	27,872,800	25,829,584	2,043,216	7%
March - April	50,937,500	42,632,542	8,304,958	16%
May - June	0		0	
July - August	0		0	
September - October	0		0	
November - December	0		0	
GWC Authorized Usage	0	3,484,300	-3,484,300	
2024 TOTALS	78,810,300	71,946,426	6,863,874	24%

Agenda Item 4: Board Comments

No Comments.

Agenda Item 5: Adjournment

Carl Spahr made a motion to adjourn the meeting. Doug Sonnemann seconded the motion. Motion was approved. Dave Ellison adjourned the meeting at 6:25 PM.