



Gardnerville Water Company
Regular Board Meeting Minutes
Tuesday, May 13, 2025 4:00p.m.
Board Room
1579 Virginia Ranch Rd
Gardnerville, NV 89410

Board Members Present:

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

Kristien Bennett, *GWC Interim Manager, Financial Officer, & Human Resources*
Mikayla Webb, *GWC Administrative Assistant*
Jon Summers, *GWC Interim Manager & Water Operations Supervisor*
Chuck Zumpft, *GWC Attorney*

Staff Members Present:

Doug Sonnemann called the May 13, 2025, Regular Board Meeting to order at 4:04 p.m.

Public Present: None Present.

Approval of Agenda: Barbara Henningsen made a motion to approve the Agenda for the May 13, 2025, Board Meeting. Carl Spahr seconded the motion. Motion was approved.

Minutes of the April 08, 2025, Regular Board Meeting: Ken Deering made a motion to approve the April 08, 2025, Regular Board Meeting Minutes. Dave Ellison seconded the motion. Motion was approved.

Financial Statements for April 2025: Dave Ellison made a motion to approve the Financial Statements for April 2025. 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 7 Generator

CAT installed the generator motor on 4/28 & 4/29/25. They discovered missing parts, they ordered them and as soon as they arrive, CAT finish the installation and schedule motor testing and the transfer switch testing.

B. Sensus FlexNet

Recommend placing additional base station on CIP for the future.

C. Well 11 Water Right Protest

Mr. Wallstrum was contacted again, he indicated he was to hear from his attorney. Waiting for both participants to review and sign the agreements.

Doug Sonnemann has been making contact more frequently to check in with Mr. Wallstrum to see if he has concluded to allow this project to move forward. Mr. Wallstrum has heard back from his lawyer but is now contacting an engineer to get insight from that point of view.

D. Town of Minden Well Location

A letter was sent to JD Frisby and Larry Walsh on 4/29/25 regarding the concerns of the location of the Town of Minden's proposed well location.

Kristien Bennett made the Board aware that there has been no contact from Town of Minden since this letter was sent to them, but she is being diligent in checking to ensure no transfer of water rights is being filed.

Agenda Item 2A: Discussion and Possible Action Regarding Revision to GWC Bylaws

The GWC Bylaws were last revised in October 2018. The suggested revisions include:

- Article III - Board of Directors
 - Item 4. Election of Directors - clarifies election process and breaks down each sub-item
 - A. Election Notification
 - B. Candidate Applications
 - C. Election Waived
 - D. Ballot Design
 - E. Candidate Listing Order
 - F. Completed Ballot Submission
 - G. Ballot Submission Deadline
 - H. Ballot Mailing
 - I. Undeliverable Ballot Handling
 - J. Ballot Retrieval
 - K. Ballot Counters
 - L. Vote Counting Procedure Review
 - M. Vote Counting General Procedure
 - N. Ballot Validation
 - O. Rejected Ballot Procedure
 - P. Secure Paper Ballots After Counting
 - Q. Election Material Disposal
 - R. Election Certification
 - Item 5. Candidates – moved to item 4
 - Item 6. Election Procedure and Timing – moved to item 4
 - Item 7. Voting – moved to item 4
- Article IV - Officers
 - Item 5. President – added “she”
 - Item 6. Vice President – added “she”
 - Item 7. Secretary – added “she”
 - Item 8. Treasurer – revises treasurer duties; added “her”
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- Article VI - Annual Meeting of the Members
 - Item 8. Order of Business – removes item allowing GWC to conduct meeting as the regular meetings are conducted

Chuck Zumpft has reviewed the revisions to the Bylaws.

Recommendation

Staff recommend the Board of Directors adopt the revised GWC Bylaws as presented.

Ken Deering made a motion to approve the Revision to the Bylaws. Barbara Henningsen 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 14 meter(s) installed or replaced
 - B. There were 0 plan reviews
 - C. There were \$34,105 in impact fees invoiced
2. Service Orders, Locates & Leak Notices
 - A. There were 36 locates completed by GWC staff
 - B. There were 132 service orders completed by GWC staff
 - C. There were 16 leak notices completed by GWC staff
3. Monthly Water Operations Update
 - A. 4" Valve replacement at Stodick Park – JS/EW/BA
 - B. Preconstruction meeting at Maverik – JS/EW
 - C. Generator/Transfer switch at well 7 – JS
 - D. PFAS samples – JS/EW
 - E. Flushing dead ends – EW
 - F. Well 3 generator – EW
 - G. Fire flows for Maverik – BA
 - H. Concrete pad at office - BA
 - I. Removed tree roots from office irrigation box - BA
4. Current Projects in Review
 - A. Stoneridge
 - B. Virginia Ranch – Well 11 – On hold
5. Current Projects Under Construction
 - A. Village at Martins Trail – paid impact fees for final 5 lots
 - B. Maverik Gas Station
6. Current Annexations
 - A. Custom Craft – 1300 Centerville Ln – Submitted to the PUC 03/04/2025 – published in Record Courier on 3/19/25
7. GWC Utility Manager-Engineer Position

Sean Wright rescinded his acceptance of the position due to the high housing cost in Nevada. A new advertising campaign has begun to reach qualified candidates.

Kristien Bennett made the Board aware that within the first week of the job being listed 3 qualified candidates applied. Each of the candidates have experience within the water utility and 2 are local

while the other is still within the State of Nevada. Kristien Bennett suggested that she start gathering each of the Board Members schedules to start establishing dates for interviews.

Consensus of the Board Members is to allow Kristien Bennett to gather each of their schedules to begin the scheduling interviews.

Agenda Item 5: Board Comments

No Comments.

Agenda Item 6: Adjournment

Ken Deering made a motion to adjourn the meeting. Carl Spahr seconded the motion. Motion was approved. Doug Sonnemann adjourned the meeting at 5:10 PM.