



Gardnerville Water Company  
Regular Board Meeting Minutes  
Wednesday, November 12, 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*

Staff Members Present:

David Bruketta, *GWC Manager*  
Kristien Bennett, *GWC Financial Officer & HR*  
Mikayla Webb, *GWC Administrative Assistant*

Doug Sonnemann called the November 12, 2025, Regular Board Meeting to order at 4:01 p.m.

**Public Present:** None Present.

**Approval of Agenda:** Barbara Henningsen made a motion to approve the Agenda for the November 12, 2025, Board Meeting. Ken Deering seconded the motion. Motion was approved.

**Minutes of the October 14, 2025, Regular Board Meeting:** The motion to approve the minutes for the October 14, 2025 Regular Board Meeting was tabled to December 09, 2025 Regular Board Meeting.

**Financial Statements for October 2025:** Dave Ellison made a motion to approve the Financial Statements for October 2025. Carl Spahr seconded the motion. Motion was approved.

**Review of Draft Budget for 2026:**

*Largest increase will be water user charges due to the approximate 6% increase, and an increase in customers and their usage. A large decrease in annual testing as decided by the NDEP what will be tested. Decrease of power as we now know true cost of running well 10. Increase to repair and maintenance source which will be the generator maintenance. Wages and benefits will be a decrease due to the medical plan change. Merchant fees have gone up so we will see an increase there. Community communication will go up to cover charges for the reelection of 2 Board Members.*

*David explained that the engineering will increase, but there are quite a few items that need updated. All standard details are currently a good start, but with some revisions will help in the future. Maverick was a big indicator that the construction standards need updated. General engineering added in here to view the longevity of Well 2. A lot of this will also be the water modeling to help better understand our water system.*

*Capital improvement will have storage tank inspection, IT switch to be replaced, larger water meter replacement, fuel master upgrade, data cloud upgrade, and on the final version will be the Arc flash study.*

*GIS was pushed to 2027 to prioritize costs to other areas and to gather more information to make sure our records are reflected accurately in the GIS system.*

*Kristien and David made the board aware that most of the things under future years is a holding place for the asset management so to keep in mind this is just a draft and as the years come the final budgets will be proposed.*

**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 11 Water Right Protest**

Settlement agreement offer withdrawn. David met with Don Smit of September 12. Don understood GWC position and said he would reach out to Bruce Scott and the property owners to find ways to resolve issue. Followed up with Don on September 26. No response from Don. On 10/1, received a call from Tammy with Taggart & Taggart who represents the protestants. She wants to see if we can come to an agreement outside of a decision by the State.

Update: We had a meeting scheduled for 11/6 but needed to reschedule due to conflict of Chuck's schedule.

**B. Minden Well 12 Project**

Talked with JD on phone 9/26. He expressed concerns with putting in monitoring wells. Met with JD on 10/1. His engineer has concerns about the value of monitoring wells with the limited pumping capacity of Well 2. He said he needed to talk with his board. JD stated that moving his well to another location is not a consideration.

Update: As of 11/4, I have not heard anything new from JD.

**C. Well 1 Solar**

Bryant Electric installed the new inverter on 10/23/25. He did not install the surge arrestor as there was already one on the building. That weekend was a major wind event which blew the fuse again. Brian replaced the fuse and it is now working. Bryant Electric suggested upgrading the wiring and disconnect for the solar. David reached out to NV Energy as it seems the issue is being caused by their infrastructure.

Update: On 10/30, NV Energy installed a recording unit to look for power surges. On 11/4, the fuse popped, and NV Energy was notified. They will pull the recording unit and have their engineer analyze the data.

*David made the Board Members aware that NV Energy states the problem is not on their side, so Jon and David have been thinking of ways they would be able to prevent the issue. Jon stated that maybe it is best to increase the size of the fuse and the wires per Jim with Bryant Electric.*

**D. Risk and Resiliency Plan / Emergency Response Plan**

Meeting with National Rural Water Association was scheduled for 9/26 to review the draft plan but they cancelled and will set up a meeting in October.

Update: No meeting schedule for October. They are looking to schedule a meeting in November.

E. GIS

Jon, Kristien and David met with Sunrise Engineering to hear about their services and experience implementing GIS. We plan on meeting with other providers and will develop an estimated cost and scope of service for possible implementation in 2027.

Update: On 10/30, Kristien and I met with Lumos & Associates to learn about the GIS services they provide.

**Agenda Item 2A: Discussion and Possible Action to Approve a Contract with Empire Power Systems for a Generator Maintenance Program.**

Staff has been working with Empire Power Systems (EPS), the Caterpillar service representative for the area, to develop a three-year comprehensive generator service program. The service includes a Full Oil Service, Full Coolant System Service, a 4-hour load Bank Test, and a Transfer Switch Energized Inspection for the generators that serve the wells, booster stations and the office. At the October Board meeting this contract was presented with a total service cost of \$56,061.50. The Board requested the following additional services: 1. Adding thermal imaging and amperage/millivolt check across contracts on the ATS Energized Inspection and 2. Testing / validation of sensors and safety controls to ensure they are working properly.

To add additional service #1, the cost of the contract increased by \$3,326.65 for a total service cost of \$59,288.15.

EPS has not yet provided a cost for service #2. This is not part of a routine check they perform so they are still determining the cost. They said that they can perform these services on the Caterpillar and Olympian generators but will need to re-evaluate the Katolight (Booster 1) and Cummins (Office and Well 3) generators.

**Recommendation:**

1. Approval of a contract with Empire Power Systems for generator maintenance for \$56,061.50 as originally presented. or
2. Approval of a contract with Empire Power System for generator maintenance to include additional service #1 for \$59,288.15. or
3. Direct staff to obtain the cost for service #2 and bring back all options to December board meeting.

*David made the Board Members aware that each time it is asked to add a certain service it will come at a cost. All additions of services cause an increase. David also stated that he spoke with Jim at Bryant Electric, and he would be able to do the thermal imaging so he can get a cost estimate for that and bring that back to the Board.*

*Ken Deering stated that in the future, after this 3-year contract, the contract can be for less work such as just changing out the coolant rather than the coolant and hoses. David stated this will be a discussion in the future especially because he just gets nervous that if the time came, they would not change the hose and that would end up being the thing to cause a larger issue.*

**Ken Deering made a motion to approve recommendation #1 as presented, and to have David get a quote from Bryant Electric to do thermal imaging. Carl Spahr seconded the motion. Motion was approved.**

**Agenda Item 2B: Discussion and Possible Action to Approve a Contract with Minden Lawyers**

The proposed agreement is to retain Chuck Zumpft, Esq., with Minden Lawyers as legal counsel. Chuck has been counsel for 30 years as of 2025. The Agreement would commence on December 1, 2025, and expire of December 31, 2026.

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.

The new agreement increases the monthly fee to \$1,250 with up to 4 hours, over 4 hours will be billed at \$340 per hour. The last increase in fees occurred in 2021.

2024 Legal services:

| Date         | Hours        | Invoice            | Hours        | Projects          | Total              |
|--------------|--------------|--------------------|--------------|-------------------|--------------------|
| 1/31/2024    | 2.20         | \$1,075.50         | 5.40         | \$884.00          | \$1,959.50         |
| 2/28/2024    | 3.20         | \$1,002.50         | 0.60         |                   | \$1,002.50         |
| 3/31/2024    | 2.20         | \$1,007.25         | 1.50         |                   | \$1,007.25         |
| 4/30/2024    | 3.60         | \$1,000.00         | 4.90         | \$1,192.25        | \$2,192.25         |
| 5/31/2024    | 2.00         | \$1,390.00         | 1.40         |                   | \$1,390.00         |
| 6/30/2024    | 1.50         | \$1,390.00         | 9.00         | \$1,307.25        | \$2,697.25         |
| 7/31/2024    | 1.90         | \$1,010.50         | 1.70         |                   | \$1,010.50         |
| 8/31/2024    | 2.00         | \$1,060.75         | 2.20         |                   | \$1,060.75         |
| 9/30/2024    | 2.00         | \$1,004.50         | 2.60         |                   | \$1,004.50         |
| 10/31/2024   | 2.30         | \$1,003.75         | 0.40         |                   | \$1,003.75         |
| 11/30/2024   | 2.70         | \$1,003.75         |              |                   | \$1,003.75         |
| 12/31/2024   | 6.10         | \$1,554.75         | 0.80         | \$208.00          | \$1,762.75         |
| <b>Total</b> | <b>31.70</b> | <b>\$13,503.25</b> | <b>30.50</b> | <b>\$3,591.50</b> | <b>\$17,094.75</b> |

**Recommendation:**

Staff recommends approval of an Agreement with Minden Lawyers for Legal Services for December 1, 2025, and expire of December 31, 2026, and authorize the General Manager to sign the Agreement.

*David brought it to attention that although there is an increase GWC is still getting a discounted rate from Chuck. Kristien also stated that this is the first increase since 2021.*

*David and Kristien both stated how knowledgeable and how great Chuck is to work with. Doug agreed and stated that he is very knowledgeable, and any change would end in a large cost due to the educational training we would be paying for as well. Barbara brought to attention that there have been many times that Chuck has not felt that he was the best in certain scenarios, but he is never afraid to stand up and tell us that someone else may be better in handling this.*

**Barbara made a motion to approve the Agreement with Minden Lawyers for Legal Services for December 01, 2025, and expire of December 31, 2026, and authorize the General Manager to sign the Agreement. Dave Ellison 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 \$2,625 in impact fees invoiced

##### 2. Service Orders, Locates & Leak Notices

- A. There were 21 locates completed by GWC staff
- B. There were 165 service orders completed by GWC staff
- C. There were 43 leak notices completed by GWC staff

##### 3. Monthly Water Operations Update

- A. Water main leak at 1317 Castle Ln – all crew- *David was able to visualize how the company handles a leak for the first time. A third party had to come and dig to avoid any further damage to lines or other utilities due to how congested the area was. It is suspected this was happening for a while, but a customer called in on a Sunday afternoon letting the company know there was water accumulating. The crew was able to get this completed efficiently to avoid causing boil water notices.*
- B. PFAS Sampling – JS/EW- *First testing was all below the limit. This is the second set of testing being paid for by a grant.*
- C. Vac leaves from DI's at office – JS
- D. Electrical class – JS
- E. Irrigation turn-offs – EW
- F. Martin Meadows fixture count, all units now signed off – EW
- G. Installed No Trespassing signs at the yard to stop the dirt bikers from entering - EW
- H. Remodeling shed – BA
- I. Cleaned shop – BA
- J. Flushing waterlines - BA

##### 4. Water Consumption Report

| 2025 CONSUMPTION                      |             |
|---------------------------------------|-------------|
| January - February Total Consumption  | 31,007,110  |
| March - April Total Consumption       | 50,595,840  |
| May - June Total Consumption          | 110,064,358 |
| July - August Total Consumption       | 136,557,932 |
| September - October Total Consumption | 93,621,848  |
| November - December Total Consumption | 0           |
| GWC Authorized Usage                  | 2,123,500   |
| 2025 TOTAL Consumption                | 423,970,588 |
|                                       |             |
| Water Loss (Gallons)                  | 9,018,312   |
| Water Loss (%)                        | 2.08%       |
|                                       |             |

| 2025                 | Pumped      | Sold        | Difference | Percentage |
|----------------------|-------------|-------------|------------|------------|
| January - February   | 26,454,700  | 31,007,110  | -4,552,410 | -17.21%    |
| March - April        | 55,525,100  | 50,595,840  | 4,929,260  | 8.88%      |
| May - June           | 118,796,500 | 110,064,358 | 8,732,142  | 7.35%      |
| July - August        | 143,985,700 | 136,557,932 | 7,427,768  | 5.16%      |
| September - October  | 88,226,900  | 93,621,848  | -5,394,948 | -6.11%     |
| November - December  | 0           |             | 0          |            |
| GWC Authorized Usage | 0           | 2,123,500   |            |            |
| 2025 TOTALS          | 432,988,900 | 423,970,588 | 11,141,812 | 2.57%      |

*The base of our documentation is good, but some adjustments can truly help to get more accuracy. No smoking guns have been found, so all corrections are merely suggestions to better fit standards. David brings up how we assisted in the Connor fire which the water was not brought to billing, as well as the hydrant flushing is not metered. Month to Month is what is in question. In the last 4 years in the billing month of September- October has a trend that we are selling more than we are pumping. A water audit often required by state requires an upload of the above information and so ultimately narrowing down how we can be more accurate will help.*

5. New Manager Activities

- A. Arc Flash Study – ERS site visit, waiting for proposal. JUB Engineering and AtkinsRealis also provide services. – *waiting on all cost estimates.*
- B. Ashland Park Subdivision – Modified phasing plan on tentative map- *David spoke with the Board Members about his meeting with Matt Carter with Carter Hill homes who is the builder for the subdivision. Phases 1,2, and 3 are not in the flood area, but the rest of the phases are. With the tentative map this will allow for them to complete the phases not in the flood zone, and then later complete the following ones after things are figured out.*
- C. Update on credit card issues at fill station - *Ultimately an upgrade is needed, and the staff is currently doing a work around to best help customers in the down time.*
- D. Stoneridge Subdivision-Butch Peri has new investors and is looking to resubmit applications for Phase 1 and a zoning map amendment for Phase 2.- *Phase 1 has already been annexed into the GWC service area and can provide water to it. A formal request is needed. Phase 2 would have to be annexed in but is not in a loading zone for transferrable water rights under the master plan, so Gardnerville has to be at the 85% capacity at the current master plan. Gardnerville is currently at about 58% so 1,000 homes would have to be constructed before we would be able to do so unless the county ordinance changes.*

6. Current Projects Under Review or Construction

- A. Maverik Gas Station Improvements – Project nearing completion. Need updated cost estimates - *They are in hopes of being open by 11/21/2025. We are currently waiting As Builds to reflect the Red Lines made on previous plans to see all corrections/ improvement from original plans to now.*
- B. Juice It Up Tenant Improvement – Waiting for a final inspection request.
- C. Belly Acres – Site Improvement Permit Review: Received application 8/25. Submitted internal comments to Lumos 8/28. Had mtg with Lumos to review our comments and their comments 9/2. Lumos review letter to Wilson Engineers 9/4.

Update: As of 11/5, have not heard from Wilson Engineers.

*A plan update was received by David on 11/12/2025.*

7. Current Annexations

- A. Custom Craft – 1300 Centerville Ln – Submitted to the PUC 03/04. Published in Record Courier on 3/19. Site visit occurred 06/24. PUCN approved request 7/29. Received updated service area map and legal description from RCI 8/28. Delay to file with PUCN due to cybersecurity shutdown of the State's system. Filed updated service boundary with PUCN 9/9. They still need to sign Agreement for Water Service Conditions and provide 2 AF of Water Rights. According to Wilson Engineers, the applicant may not want to continue with process.

Update: As of 11/5, have not heard from Wilson Engineers.

*David has been working with Rob Anderson to get the deeded 2-acre water rights and an agreement against the property for if they sell it. If these things are not done it will have to be turned over to Chuck as it is a breach of contract.*

- B. Belly Acres LLC – Draft application completed inhouse and sent to Lumos & Associates for review, modeling, and map creation - 8/27.

Update: As of 11/5, have not heard from Wilson Engineers.

8. Save the Date

Gardnerville Christmas Kickoff – Thursday December 4, 2025

Carson Valley Parade of Lights - Saturday December 6, 2025

GWC Christmas Dinner Party - Saturday December 13, 2025 – Cook'd 5:30pm

9. GWC Office Closure Request

The staff requests approval to close the GWC office on Friday, December 26th, the day after Christmas.

There would be no financial impact to GWC, as all staff will use personal vacation time for the day.

**Consensus of the Board Members is to allow the GWC staff to use vacation hours and have the office closed on December 26, 2025.**

**Agenda Item 5: Board Comments**

No Comment.

**Agenda Item 6: Adjournment**

**Ken Deering made a motion to adjourn the meeting. Barbara Henningsen seconded the motion. Motion was approved. Doug Sonnemann adjourned the meeting at 5:57 PM.**