



Gardnerville Water Company
Regular Board Meeting Minutes
Tuesday, July 14, 2026 4:00p.m.
Board Room
1579 Virginia Ranch Rd
Gardnerville, NV 89410

Board Members Present:

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

Staff Members Present:

David Bruketta, *GWC Manager*
Kristien Bennett, *GWC Financial Officer*
Mikayla Webb, *GWC Administrative Assistant*
Chuck Zumpft, *GWC Attorney*

Doug Sonnemann called the July 14, 2026, Regular Board Meeting to order at 4:00p.m.

Public Present: None.

Approval of Agenda: Barbara Henningsen made a motion to approve the Agenda for the July 14, 2026, Board Meeting. Ken Deering seconded the motion. Motion was approved.

Minutes of the June 09, 2026, Regular Board Meeting: Barbara Henningsen made a motion to approve the June 09, 2026, Regular Board Meeting Minutes. Carl Spahr seconded the motion. Motion was approved.

Financial Statements for June 2026: Dave Ellison made a motion to approve the June 2026 Financial Statement as presented. Ken Deering 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 11 Water Right Protest

On December 24, 2025, RCI delivered a letter to State Engineer requesting that the Nevada Division of Water Resources proceed with its review of protested application (no. 93802). April 24, 2026, received a letter from State requesting documentation support that we locate and notify any domestic wells within 2,500 feet. On May 27, RCI sent out certified letters to six property owners and notified the State.

RCI sent certified letters to all six parties in May and received proof of delivery, placing the matter back with the State Engineer for review. RCI confirmed that the protest period has closed and that this step is considered a formality, with the four parties who did not protest during the original window unable to take further action. All six parties received notification referencing the protest made approximately two years ago, and no additional communication had been received from the State Engineer as of the meeting.

B. Minden Well 12 Project

The bid was awarded to Stonehouse Drilling in the amount of \$378,525 for a test well. Agreement with driller is complete. The contractor is finishing up another job which led to about a month delay. Minden anticipate starting the well near the beginning of August with substantial completion by October.

Well 2 is currently out of service due to a motor failure, and its transducer shows the water level at approximately 40 feet below ground, with levels typically dropping to about 60 feet while pumping and nearing the dry-pumping risk threshold. The Well 12 project will help evaluate impacts on Well 2's water table. Staff also discussed adding transducers to all wells in next year's capital budget to monitor water levels systemwide, at an estimated cost of \$5,000–\$6,000 per unit.

The system is currently in peak demand season, with irrigation demand increasing sharply in the early morning hours. Because Well 2 is down, the system is relying on water from the high-pressure zone to flow through the PRV into the low-pressure zone, which is functioning as designed but underscores the importance of keeping all wells operational. The Well 2 motor has been replaced and reinstalled, and bacteria testing samples were collected Monday and Tuesday, with results expected the following day before the well can be returned to service.

C. SCADA Ignition Project

In January, the Board approved a contract with Sierra Controls to replace the SCADA system. The new system is operational and now validation testing will follow. Over the next week, staff will get preliminary access to review and compare it to existing system. The systems will run in parallel to validate the new system is working correctly.

The new SCADA/Ignition system went live last week, with staff training completed, and is already giving staff improved visibility into system demand patterns and operations. Minor programming issues are being addressed through daily communication with Sierra Controls, who are making remote corrections to graphics and programming items. No major obstacles have been identified, and the system is providing significantly better graphing and charting capabilities than the prior system, with about one month of additional bug-resolution work expected before it is fully stable.

D. Contract with Lumos & Associates for On Call Engineering and Support Services

In January, the Board approved a contract with Lumos & Associates for six tasks:

1. General Engineering Assistance;

- Well 4 boundary survey- *The Well 4 building appears to have been constructed on or very near the property line adjacent to Mr. Cosgrove's property. Due to missing or buried original survey pins, surveyors are working to reestablish the property boundaries and will prepare a formal boundary map as part of the original estimate. The next steps include obtaining easements from neighboring property owners to allow full access around the building and installing necessary gates. A final report is expected to be presented at the next board meeting.*

2. GWC System Mapping Analysis;

3. Water Modeling Analysis;

4. Construction Standards & Standard Details Updates;

5. Minden Well 12 Assistance

6. GWC Well 2 Assistance.

7. Project Specific Activity.

- Washoe Tribe RV dump station- *The Washoe Tribe submitted plans for an RV dump station with a water washdown connection; however, staff identified a backflow compliance issue due to the proposed direct hose connection between the RV waste system and the water supply, which does not meet state air gap requirements. A similar non-compliant setup was observed at Minden's existing dump station, though it had previously been approved. GWC is withholding approval until the design is revised to include a*

proper air gap or follow the required administrative process. Engineering solutions are available to resolve the issue.

- Belly Acres – Martin Creek Townhomes

E. Cottonwood Village Easement Obstruction

To avoid an uneven fence line, the HOA is planning to replace the exterior fence and move it outside of the utility easement. They have a contract with Artistic Fence and are waiting to get on the schedule which is likely about 2 months out. David is meeting with Penny, HOA President on August 4 to go over where the fence is going to be installed to verify it doesn't block or cover meter pits.

F. ARC Flash Analysis

Kick off meeting on March 25. Notice to Proceed issued and project was expected to be completed by June 25. The project manager from JUB Engineering, Ray, was out on medical leave but is now back in the office. Ray is working to find time with Bryant Electric's schedule to get the work complete.

Bryant Electric is on-site collecting electrical information to forward to JUB Engineering; data collection is expected to take one to two days.

G. Damaged Fire Hydrant on 395

David is pursuing restitution through DA's office. Criminal charges have been filed by Douglas County DA's office. The hearing has been rescheduled for July 15.

The DA's office has offered a plea agreement requiring the defendant to plead guilty to all charges, including restitution to the water company for the damaged hydrant. The defendant may enter a plea the following day, with sentencing scheduled afterward. Restitution will be determined by the court and may be paid as a lump sum or through a court-ordered payment plan. The Board was advised that, as the victim's representative, they may provide input at sentencing regarding the appropriate restitution amount and payment terms.

H. PFAS well sampling and testing

Samples collected from Well 1, 2, 3 and 6, on June 23 and sent to Eaton Eurofins and Chemtech Ford.

Additional PFAS sampling was completed at Wells 1, 2, 3, and 6, with samples sent to two laboratories for comparison. Results from both labs were consistent, showing all samples below reporting limits and below regulatory limits. Of the three sampling rounds conducted, one result exceeded the regulatory limit while the other two were below. No further sampling is currently scheduled.

I. PFAS settlement agreement through Napoli Shkolnik

Submitted paperwork in May for Action Fund Claim package that is due before July 1.

Staff plans to pursue state grant funding for future testing while monitoring ongoing PFAS regulatory changes and litigation. A budget placeholder will be included in next year's engineering budget as more information becomes available.

J. Well 4 Boundary Survey

Lumos & Associates survey team visited Well 4 and surrounding area to look for survey pins. They found two pins at Well 4, however many in the neighborhood were missing due to the age of the subdivision. They were onsite the week of July 6 to verify information. The report should be completed before the end of July.

Agenda Item 2A: Discussion Only to review the NDEP Sanitary Survey Inspection Report

A sanitary survey is a comprehensive on-site evaluation of a public water system that reviews its entire operation to identify potential sources of contamination and assess whether it is adequately protecting public health. Conducted by

NDEP every three years, the survey examines key components such as the water source, treatment processes, distribution system, storage facilities, and operational practices, including monitoring, maintenance, and recordkeeping. The purpose is to identify deficiencies, ensure compliance with drinking water regulations, and recommend corrective actions to prevent contamination or system failures.

NDEP completed our survey on May 5, 2026, and found 1 significant deficiency, 1 minor deficiency and had 3 recommendations.

EPA defines significant deficiency as: A defect in design, operations, or maintenance, or a failure or malfunction of the sources, treatment, storage, or distribution system that EPA determines to be causing, or has the potential for causing, the introduction of contamination into the water delivered to consumers.

EPA does not formally define “minor deficiency”. The term is used by NDEP to describe deficiencies that do not rise to the level of a significant deficiency and does not pose an immediate or potential risk of contamination.

Recommendation

No Action – discussion only.

The required sanitary survey was completed this cycle, with results presented to the Board for the first time. The survey identified one significant deficiency, one minor deficiency, and three recommendations, which were considered a strong overall outcome. The deficiencies, including a Well 6 air release screen issue and a leaking waste pump line, were corrected immediately. Recommendations related to sampling plans, standing water in a Minden-owned asset, and an ID tag for Well 10. The prior sanitary survey submission violation has been resolved and removed as an issue for future Consumer Confidence Reports.

Agenda Item 3: Attorney Report – Chuck Zumpft

No report.

Agenda Item 4: Manager’s Report

1. Meters, Plan Reviews & Impact fees
 - A. There were 3 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 23 locates completed by GWC staff
 - B. There were 162 service orders completed by GWC staff
 - C. There were 53 leak notices completed by GWC staff
3. Monthly Water Operations Update
 - D. Hydrant Repair @ Big-O Tires – JS/EW/BA
 - E. Asset Management Condition Assessment – JS/EW/BA
 - F. Leak at well 9 – JS
 - G. Sierra Control Cloud Scada – JS
 - H. Weed control – JS/BA
 - I. Bird deflectors – EW/BA
 - J. Fire Flows – EW/BA
 - K. PFAS Samples – EW
 - L. Pruned trees at office – BA

4. Water Consumption

Water Loss (Gallons)		12,175,210		
Water Loss (%)		5.95%		
2026	Pumped	Sold	Difference	Percentage
January - February	28,209,400	27,762,027	447,373	1.59%
March - April	67,532,300	61,371,551	6,160,749	9.12%
May - June	108,927,600	102,934,212	5,993,388	5.50%
July - August	0	0	0	#DIV/0!
September - October	0	0	0	#DIV/0!
November - December	0	0	0	#DIV/0!
GWC Authorized Usage	0	426,300		
2026 TOTALS	204,669,300	192,494,090	12,601,510	6.16%

5. New Manager Activities

- Aspen Park (1350 Centerville). - *The Aspen Park water system consists of older private infrastructure and newer individually metered sections, with historical records showing ownership responsibilities between Gardnerville Water and the park. A recent contractor damage incident highlighted uncertainty regarding ownership of internal lines, leading to a review of system records. The review found several inaccurate meter connections, and the preferred solution is to remove five meters connected to the old private system to simplify ownership and avoid complex easement issues. Lumos is preparing a system map, legal counsel is drafting a formal agreement, and potential PUCN requirements are being evaluated. Infrastructure conflicts, including fences over water facilities, will also need to be addressed.*
- Positive Total Coliform results on Bryan Lane and Gardner Park.- *Two positive total coliform results were identified during routine monthly sampling; however, no boil order was required since total coliform is an indicator bacteria and E. coli was not detected. The required response protocol was followed, including additional sampling at nearby locations and active wells, resulting in increased testing costs. All follow-up samples were negative. The internal assessment determined the likely cause was environmental contamination during sample collection, with increased susceptibility due to the system being non-chlorinated. A similar event occurred previously and required additional assessment procedures.*
- Utilities Manager meeting at GRGID with the managers from KGID, RHGID, MGSD, IHGID and GRGID. Next meeting scheduled for August 25 at IHGID.
- Use of Zoom AI Companion to create robust board meeting minutes. - *The Board was introduced to the Zoom AI Companion tool, which is currently used by Douglas County for meeting summaries. The tool generates a summary of discussions after meetings and will be used as a drafting aid, with existing review procedures remaining in place. After testing the tool successfully in a PUCN meeting, staff determined it could improve efficiency while still requiring human review for accuracy. Legal counsel noted potential AI reliability concerns but recognized the limited risk when used solely for summarizing meetings. The Board approved use of the tool, with a follow-up report on its effectiveness planned for the next meeting.*

6. Civil Improvement Projects Under Review

6.1 Projects under review but no current activity.

- Virginia Ranch Phase 1 – closed by NDEP 7/6/2026
- Virginia Ranch Collector (Muller Parkway) – Closed by NDEP 7/6/2026

- Ashland Park – closed by NDEP 1/15/2026
- Stoneridge

6.2 Projects in the works but no application to GWC

- VA Clinic

6.3 Belly Acres – Site Improvement Permit Review:

- 8/25 - Received application.
- 8/28 - Submitted internal comments to Lumos.
- 9/2 - Mtg with Lumos to review our comments and their comments.
- 9/4 - Lumos review letter to Wilson Engineers.
- 11/12 – Received second submittal from Wilson Engineers.
- 11/25 – Second plan review response emailed to Wilson Engineers.
- 1/6 – Received 3rd submittal from Wilson Engineers.
- 1/12 – Lumos review letter to Wilson Engineers.
- 1/14 – Received 4th submittal from Wilson Engineers.
- 1/15 – Comments have been addressed. Before issuance of approval to construct, need Lumos to run model. Wilson will then submit application and plans to NDEP for approval. Once GWC receives approval from NDEP, all fees have been paid, PUCN approves annexation and GWC is provided with an update printed plan set, GWC can issue approval to construct letter.
- 3/2 - Lumos completed water model.
- 3/30 – Waiting for PUCN approval, Bureau of Safe Drinking Water approval, and payment of fees. Once these items are complete, GWC will issue an approval letter for construction of civil improvements.
- 5/4 - Waiting for PUCN approval, Bureau of Safe Drinking Water approval, and payment of fees. Once these items are complete, GWC will issue an approval letter for construction of civil improvements.
- 6/2 - Waiting for PUCN approval, Bureau of Safe Drinking Water approval, and payment of fees. Once these items are complete, GWC will issue an approval letter for construction of civil improvements.
- 7/2 update: Received NDEP approval and payment of plan review fees. Waiting on PUCN approval.

6.4 High Sierra Development

- 1608 Pinenut Court (RV parking and self-storage facility)
- 5/8/2023 – GWC Intent to Serve
- 5/8/2024 – GWC application for water plan review
- 7/18/2024 – RCI, on behalf of GWC, issued approval letter (No NDEP approval)
- 9/5/2024 – Douglas County approved civil plans
- 12/18/2025 – Douglas County issued SIP.
- 12/19/2025 – GWC research – missing EFFD approval, NDEP approval, impact fees for irrigation and fire line, and easement deed.
- 2/5/2026 – Lumos & Associates completed hydraulic model
- 2/23/2026 – Sign application to NDEP application for approval of water project.
- 7/2/2026 update: Waiting for EFFD approval and NDEP approval. Prior to accepting infrastructure, applicant will provide payment for impact fee for irrigation and fire line and easement deed.

6.5 Future Well 11 stub-out on Industrial.

- 3/13 – Received application for plan review
- 3/25 – Plan review letter to Atwood with 15 comments for needed corrections.
- 4/3 – Received second submittal. Internal review of submittal shows Atwood address GWC concerns. Waiting for Lumos to provide their review. If all concerns are addressed, we will need NDEP approval, and all plan review paid before we issue an approval to construct letter.
- 5/4 - Waiting on Fire Department approval so NDEP can start their review. Once NDEP approves, applicant will need to pay all plan review fees before GWC will issue an approval letter for construction of civil improvements.
- 6/2 - Waiting on Fire Department approval so NDEP can start their review. Once NDEP approves, applicant will need to pay all plan review fees before GWC will issue an approval letter for construction of civil improvements. Town awarded contract to Qualcon Contractors. The preconstruction meeting is scheduled for June 4 and the Notice to Proceed likely in July.
- 7/2 update: The Town of Gardnerville's contractor will begin work July 6 and is expected to take 45 days. No progress made by the development's engineer. The owner is still working on items on his end.

6.6 Walmart Fuel Station Project.

- 6/15 – Issued an Intent to Serve letter that let them know they need to submit a will serve request that the board will need to approve. Once approved, the applicant will need to submit an application for plan review along with a complete set of plans.

6.7 Washoe Tribe of Nevada – RV Dump Station

- 6/25 – Submitted application for Water Plan Review.
- 7/2 – Reviewed plans with Lumos & Associates. Submittal comments email to Rob Anderson, Wilson Engineers.

7. Current Annexations

- Belly Acres LLC –
 - 8/27 - Draft application completed in-house and sent to Lumos & Associates for review, modeling, and map creation.
 - 10/23 - Submitted application to PUCN.
 - 10/27 – PUCN issued Notice of Application and assigned docket no 25-10018. Noticed in RGJ. Parties can comment, protest or petition before 11/19.
 - 1/29 – Received data request from PUCN.
 - 2/3 – Responded to data request.
 - 4/9 – PUCN issued the order to cancel existing Certificate of Public Convenience and Necessity (CPC) 926 sub 16 and issue CPC 926 sub 17.
 - 4/10 – Submitted required compliance items to PUCN.
 - 5/4 – Waiting on PUCN to review compliance items and issue final approval.
 - 6/2 - Waiting on PUCN to review compliance items and issue final approval.
 - 7/2 - Update: Waiting on PUCN to review compliance items and issue final approval.

8. 2026 Board of Directors Elections

Important Dates:

Candidate Applications Accepted: Friday, June 26, 2026 – Friday, August 14, 2026

Ballot Mailing: Wednesday, September 30, 2026

Ballot Submission Deadline: Tuesday, November 3, 2026

Vote Counting: Tuesday, November 3, 2026 at 2:00PM

Agenda Item 5: Board Comment

Dave Ellison brought up the document digitization project previously mentioned on a weekly update email. Per David Bruketta Gardnerville Water Company is hoping to move forward with a document digitization project to scan and electronically preserve existing records, including drawings, as-builts, and historical files, while maintaining paper copies as a backup. A document storage policy with standardized naming conventions will be developed, with a focus on improving access to accurate as-built information. The long-term goal is to preserve institutional knowledge, improve records accuracy, and integrate electronic documents with GIS mapping. AutoCAD updates are already underway, with expanded GIS integration planned for next year.

Dave Ellison stated he was unaware that there were restrictions on transporting water from the GWC fill station out of Carson Valley. David Bruketta explained A review of bulk water sales identified a compliance concern involving water being provided outside Gardnerville Water's approved service area. Updated terms and conditions were issued, and affected users were notified that water cannot be transported outside the authorized area. The company involved appears to have already discontinued purchases, and the Board discussed the importance of maintaining compliance with water rights regulations and avoiding similar issues experienced by other water providers.

Agenda Item 6: Closed Session

No report.

Agenda Item 7: Adjournment

Dave Ellison made a motion to adjourn the meeting. Barbara Henningsen seconded the motion. Motion was approved. Doug Sonnemann adjourned the meeting at 5:17p.m.