



Board of Trustees  
Minutes of Regular Meeting  
Tuesday, January 4, 2022  
6:00 P.M.  
Board Room  
Minden-Gardnerville Sanitation District  
1790 Hwy. 395  
Minden, Nevada

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Board Members Present:

Barbara Smallwood  
Ted Thran  
Mary Schilling  
Ray Wilson

Staff Members Present:

Peter Baratti  
Cliff Simpson  
Bruce Scott  
April Burchett

Others Present:

None

Board Members Absent:

Mike King

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**Meeting called to order at 6:00 p.m. by Barbara Smallwood, Chairman.**

**Public Comment:** There was no public comment.

**Chairman's Comment:** The Chairman had no comment at this time.

**Claims Review and Approval:** Discussion occurred regarding the revised check register sheet showing the claims for November 2021. Ray Wilson stated he was unhappy with the new format and thought it was confusing compared to the old form, and Ted Thran stated he did not have a problem with the new format. Barbara Smallwood explained that the old format was input manually by staff, which created the potential of errors, while the new format was done directly from the accounting software and was more accurate. She stated that everything she wanted was shown on the sheet, except she requested the color coding that was used in the old format. April Burchett stated that color coding would be implemented. Barbara thought that by the February meeting, the format would make more sense. As the November claims were already approved at the December 2021 meeting, no motion was necessary at this time.

**Minutes of December 7, 2021 Regular Board Meeting:** Barbara and Ted noted that the vote breakdowns for each motion showed zero absent and should note that 1 was absent. **Motion by Ted Thran to approve the minutes of the December 7, 2021 Regular Board Meeting with the noted corrections.** Seconded by Mary Schilling. Motion carried [4 ayes (Schilling, Smallwood, Thran, Wilson), 0 nays, 0 abstain, 1 absent (King)].



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**Gardnerville Ranchos General Improvement District Request for Capacity:** Peter Baratti stated that this is GRGID's standard request to purchase 20 edu's. They have a lot of projects in the works in their district. **Motion by Ted Thran to approve the purchase of 20 edu's of capacity under the terms of the 1990 Supplement to the 1974 Contract between MGSD and Gardnerville Ranchos General Improvement District to be used within the Gardnerville Ranchos General Improvement District boundary.** Seconded by Mary Schilling. Motion carried [4 ayes (Schilling, Smallwood, Thran, Wilson), 0 nays, 0 abstain, 1 absent (King)].

**FY 21-22 Designation of Auditor:** Peter noted that, for procedural purposes, a motion was needed to designate an auditor. **Motion by Mary Schilling to designate Casey Neilon auditor for the MGSD audit for fiscal year ending June 30, 2022.** Seconded by Ray Wilson. Motion carried [4 ayes (Schilling, Smallwood, Thran, Wilson), 0 nays, 0 abstain, 1 absent (King)].

**Attorney-Client Conference** – The Chairman reported that Bill Peterson was unable to attend the meeting tonight due to a court hearing. The Board had no questions to relay to legal counsel at this time.

**Engineer's Report** – Bruce Scott reported on the following:

**GRGID Interceptor:** RCI is still on track to present a proposed contract at the February Board meeting for moving forward on manhole and pipe lining. GRGID has been very supportive of the work being done on the interceptor, and he would like to run the contract amount by them for transparency. He would like to get this phase of the project done while the Carson River is low, and it should move forward quickly once the process starts.

**RCI Rates for Local Governments:** RCI has special rates for local government services, typically 20% to 30% lower than their standard rates, and RCI is implementing a rate increase. He would like to put the new rates in place for the February billing. He noted it has been about 3 years since the last increase. Barbara stated that it sounded appropriate but questioned if it needed to be put on an agenda. April Burchett stated she will ask Bill Peterson whether it needs to be placed on an agenda.

Barbara asked about the status of the unknown connections into the GRGID interceptor that were detected. Bruce stated they are still looking into those. Cliff Simpson clarified that the connections were located at Nu-Systems and at Sunshine and Rainbows day care, but there may



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be one more as well. Bruce stated they are making sure that a sewer billing is being issued by either MGSD or GRGID for these businesses.

**District Manager's Report:** Peter Baratti reported on the following items:

**Plant Items:** Staff has made progress on in-house projects. There were some struggles with supply chain issues, especially with respect to the chlorine, but we are working through it. We also had a lot of staffing issues in December. But even though about half of the staff was down with a bad cold, we were still able to make progress.

**Belt Filter Press:** The electrical demolition is proceeding, but we can only do a semi-demolition in order to keep the current machine running. The new panel is onsite, and Simerson will connect the new panel.

**Projects in the District:** There were quite a number of edu's sold in December. In addition, the proposed hospital expansion is large and will require a large amount of capacity. He is still coordinating with their contractor since there will also be some demolition. They are also remodeling their facility on Ironwood.

**Proposed Veterinary Hospital:** The veterinary hospital on Hwy 88 is relocating to Charlotte Way at the south end of Gardnerville, and we are waiting for a plan submittal. It will be treated as any other medical facility, and it could initially be costly for them to purchase capacity. Peter and Bruce will work with them to avoid unnecessary drains and fixtures, in order to minimize fees where possible. Barbara asked about pretreatment, and Peter stated he has yet to determine that, but typical medical facilities do not necessitate pretreatment. Bruce stated that it used to be X-ray chemicals were of concern for pretreatment, but those chemicals are no longer used. The chemicals will be looked at during the review process, but Bruce did not anticipate any problems.

**Co-Gen System:** Peter noted that we have had a good reduction in our energy costs since the co-gen came back online.

**Electric Gate Project:** Peter reported that the Artistic Fence invoice and payment check was provided to the Board tonight for signature, since he would like to get them paid and submit it to POOL/PACT for the grant reimbursement. The final cost was lower than the original estimate since we are handling the communication equipment separately.



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FY 20-21 Audit: Peter was very pleased how the audit came out, but there are still some numbers he would like to improve upon, especially with respect to depreciation.

Ray asked about how to access the gate on Ironwood. Peter stated he will get the code to Ray. We are trying to get the correct components to utilize the existing underground infrastructure. The equipment is delayed because of the ongoing supply chain problems.

Barbara asked about Peter’s year-end report. Peter stated he is working on putting that together.

Administrative Report by Staff: April Burchett had nothing to report at this time.

Board Comment – Ray commented that the Town of Minden had received grant money from the State in the past, and he thought it would be a good idea to have a staff member keep track of the grant money available. Peter stated that the State Revolving Loan Fund has received a lot of applications. We are working on a Capital Improvement Plan to help us move forward in identifying what we will need and what funding sources are available. Barbara noted that one of LaVonne Ghanavati’s tasks is to identify and coordinate grant availability and applications. Peter stated that staff will coordinate with HDR and RCI to accomplish the funding and projects. Bruce stated that there is a significant amount of infrastructure money coming through the pipeline. The old infrastructure finding was handled by the EPA, while the new funding is being handled through the Dept of Treasury, and they are working on establishing the rules and process for grant awards. Bruce stated that he will keep Peter up to date on where this is, so we can be proactive in applying for the funds we need.

Public Comment – There was no public comment.

*Meeting adjourned 6:50 p.m.*

Approved by the Board of Trustees as presented on:

2/1/2022 \_\_\_\_\_ By Ted Thran  
Date Ted Thran, District Secretary

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