



Board of Trustees
Minutes of Regular Meeting
Tuesday, November 1, 2022
6:00 P.M.
Board Room
Minden-Gardnerville Sanitation District
1790 Hwy. 395
Minden, Nevada

Board Members Present:

Barbara Smallwood
Ted Thran
Mike King

Staff Members Present:

Peter Baratti
April Burchett
Cliff Simpson
Bill Peterson
Bruce Scott
Haley Mosegard

Others Present:

Sondra Condron
Chris Shorten
Mark Paduveris

Board Members Absent:

Ray Wilson
Mary Schilling

Staff Members Absent:

LaVonne Ghanavati

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

2. Public Comment: Chris Shorten thanked MGSD for their role in assisting the Town of Gardnerville with their water main break on Highway 395 on October 20th.

3. Chairman's Comment: The Chairman noted that Trustees Wilson and Schilling are absent, but a quorum is present.

4. Claims Review and Approval: There was no discussion or questions regarding the claims received for September, 2022 and the payroll-related expenses paid during September, 2022.



Minutes
November 1, 2022
Page 2

Motion: To approve the claims received for September, 2022 in the amount of \$92,573.87, and the payroll-related expenses paid during September, 2022 in the amount of \$145,168.73.

Made by: Ted Thran

Seconded by: Mike King

Vote: Motion carried.

Ayes: Smallwood, Thran, King

Nays: None

Abstain: None

Absent: Wilson, Schilling

5. Minutes of October 4, 2022 Regular Board Meeting: Approval for the minutes on October 4th, 2022 will be continued to the December 6th meeting since Trustee King was not present at the October 4th meeting and a quorum is not present.

6. MGSD Camera Truck Purchase: Peter Baratti introduced Mark Paduveris from U-Rock to answer questions regarding the SourceWell Contract for the purchase of a new camera truck. Mark explained the SourceWell process in obtaining bids to ensure that government agencies are receiving the lowest bid if an item is procured through SourceWell. SourceWell is used by many agencies in the area. Discussion followed regarding whether SourceWell was compliant with the Nevada government bidding process. Mark will be doing further research and will communicate with April Burchett and Bill Peterson when he has more information. April explained that the camera truck may fall under an exemption in the bidding process, as outlined in Nevada Revised Statutes. She will coordinate with Bill Peterson further on this matter and report back to the Board.

7. Attorney-Client Conference: Bill Peterson mentioned he and Frank Flaherty, Pine Estates HOA's attorney, have been out of town and he does not have much to report at this time. Regarding Pineview, the tribe is still without an attorney.



Minutes
November 1, 2022
Page 3

8. Engineer's Report: Bruce Scott reported that the plan review is happening for the Residence 1861 project. Q&D is moving forward with the line project for the GRGID interceptor but the technician that runs the ultraviolet heating light was in an accident and was not able to work. His superintendent will get a certification on the machine if needed. Work on the 12-inch main line was also started.

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

Joe Benigno's Tree Service removed overgrown tree and shrub groves around the easement area for the GRGID Interceptor Project.

MGSD is still in the process to get our boilers through the State inspection process. The State inspector said we have a low-pressure device that needs to be installed on the new boiler to meet state standards, and we are working with RF MacDonald to get this resolved.

Peter had a meeting with RCI regarding the GIS mapping software. We have some estimated costs for what the software would cost, and we were looking at doing a group purchase with Gardnerville Water Company because it would also benefit surrounding agencies. That will have to be determined later as things develop.

Martin's Meadows is nearly done with the internal sewer and everything at the site looks great.

Park Harvest facility is moving forward and has been responsive and compliant to everything MGSD has asked for.

Peter Baratti thanked Chris Shorten for his mention of our assistance with the Gardnerville Town Water main break. Peter discussed how the situation unfolded and was resolved.

Discussion followed after Chairman Smallwood expressed concern that Douglas County gave the East Fork Fire District notice that they would not be renewing their emergency management contract.

Chairman Smallwood asked if MGSD obtained the easement from Walmart and Peter Baratti said the easement was obtained.



Minutes
November 1, 2022
Page 4

Chairman Smallwood asked what the progress was on Residence 1861 project. Peter reported that MGSD tested the sewers, and we will have a service contract with their HOA. April Burchett confirmed that they will be billed as one account.

10. Controller's Report: LaVonne Ghanavati was absent from the meeting. April Burchett reported that she was still working on training the new employees on Pass-Thru billings. Chairman Smallwood asked about the progress on obtaining new credit cards, and April Burchett reported that we haven't moved forward with that yet.

11. Administrative Report by Staff: April Burchett reported that Pine View Estates' application has been submitted to the State, who stated that they are just waiting for the contract. Pine View's billing department said they would cut the check for the acreage fees, but we haven't received that yet. When we receive the acreage fees check and the contract, April will contact Bill to review before we obtain signatures from the Board.

April Burchett reported that everything has been provided to Catherine Hansford for the rate study, and that she has been working on that for us.

April Burchett asked for Board direction on gifts and luncheon for Trustees who are retiring. Trustee King declined a gift and accepted a luncheon. Trustee Schilling was absent.

12. Board Comment: There was no board comment.

13. Public Comment: There was no public comment.



Minutes
November 1, 2022
Page 5

14. Meeting adjourned 7:08 p.m.

Approved by the Board of Trustees as presented on:

12/6/2022 By *Ted Thran*
Date Ted Thran, District Secretary

TT:hm