



Board of Trustees
Minutes of Regular Meeting
Tuesday, April 2, 2024
6:00 P.M. | Board Room
Minden-Gardnerville Sanitation District
1790 Hwy. 395
Minden, Nevada

Board Members Present:

Barbara Smallwood
Sondra Condron
Chris Shorten
Ray Wilson

Board Members Absent:

Ted Thran

Staff Members Present:

Peter Baratti
Bruce Scott
LaVonne Ghanavati
April Burchett
Bill Peterson
Haley Mosegard
Bruce Scott

Staff Members Absent:

Presley Cochran
Clifford Simpson

Others Present: Frank Flaherty

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

2. Public Comment: April Burchett announced that this would be her final Regular Board Meeting. She will be attending Special Board Meetings in the future.

3. District Manager's Report: Peter Baratti reported that the District is using the same asphalt contractor for repairs as last year.

4. Chairman's Comment: Barbara Smallwood reminded the Board that the Tentative Budget Hearing is on April 12th. She mentioned she may not be able to attend. Discussion followed regarding rescheduling.

5. Claims Review and Approval: Trustee Wilson asked if the Casey Neilon payment was for the year, and Peter confirmed it was. Trustee Wilson asked about the NV Energy charge for the ponds. Peter explained that the plant had a high precipitation year which meant the energy cost for pumping was higher. Trustee Wilson asked for clarification regarding the payment to HDR. Peter responded that the cost was for the Clarifier Concrete Assessment. Trustee Condron commented that the bank charges are over budget, and LaVonne Ghanavati explained that when customers pay for their bill via credit card, the District is charged a fee by the credit card processing company. Barbara Smallwood commented on the voter registration maintenance fee.

Motion: Motion to approve the claims received for February, 2024 in the amount of \$948,150.79 and to approve the payroll-related expenses paid during February, 2024 in the amount of \$149, 672.43.

Made by: Chris Shorten
Seconded by: Sondra Condron

Vote: Motion carried.

Ayes: Smallwood, Condron, Shorten, Wilson
Nays: None
Abstain: None
Absent: Thran



6. Minutes of March 5, 2024 Regular Board Meeting: There was no discussion regarding the minutes.

Motion: To approve the minutes of the March 5, 2024 Regular Board Meeting as presented.

Made by: Sondra Condrón

Seconded by: Ray Wilson

Vote: Motion carried.

Ayes: Smallwood, Condrón, Shorten, Wilson

Nays: None

Abstain: None

Absent: Thran

7. District Manager Annual Review: Barbara Smallwood thanked Peter for his dedication to the District and commended him for everything he's brought forward to the Board. Peter said he appreciated everything the Board has done to work with him and that the District has been fortunate to have been able to move so many things forward.

Trustee Condrón appreciates Peter for saving the District money by completing projects in-house. Trustee Shorten commended the way that Peter invests time and resources into his employees for cross training, which has saved the District money. He observed that Peter has created an atmosphere where there has been no turnover since he started his term on the Board. Peter commented that part of his obligation to the Board and to the community is to build a platform to carry the District into the future. Bruce Scott commented that he doesn't know another district manager in the area that has the skills that Peter and his staff have for completing in-house repairs.

April Burchett commented that historically, MGSD has been under the market for the District Manager's salary. She reported that the national salary average is \$172,048. Her concern from a Human Resources perspective is that when Peter retires, the District may have trouble filling his replacement if MGSD remains below national average. She recommends a 5% pay increase as well as COLA and would like to see his salary reach \$175,000 within the next few years. Discussion followed regarding Employer/Employee based PERS.

Motion: To approve the renewal of the contract with Peter V Baratti as district manager for one year and to grant a salary increase of 5% in addition to a cost-of-living increase of 3.2%

Made by: Ray Wilson

Seconded by: Sondra Condrón

Vote: Motion carried.

Ayes: Smallwood, Condrón, Shorten, Wilson

Nays: None

Abstain: None

Absent: Thran



8. Pine View Estates Contract of Service: Frank Flaherty reported that the amendment was to change the point of connection since Pine View HOA was no longer negotiating with the tribe and had reached an easement agreement with Corley Ranch. USDOA is warning that they are running out of time, so the engineer is preparing bid documents in the hopes that the project will be completed this summer.

Motion: Motion to approve the second amendment to contract for providing sewer service between Pine View HOA and MGSD, incorporating amendments requested by the Pine View HOA.

Made by: Chris Shorten
Seconded by: Sondra Condrón

Vote: Motion carried.

Ayes: Smallwood, Condrón, Shorten, Wilson
Nays: None
Abstain: None
Absent: Thran

9. Attorney-Client Conference: Bill Peterson had nothing new to report.

10. Engineer's Report: Bruce Scott reported that he and Bill worked on the CMAR contract extension potential for the 15-inch interceptor. Bill said the District would be on uncomfortable ground if it was to renew the already amended contract with Q&D so they will select qualified contractors for the job and hope to have a recommendation for a new CMAR contract next month.

11. Controller's Report: LaVonne reported that the District is preparing for the April billing. Discussion followed regarding total customer count.

12. Administrative Report by Staff: April discussed with the Board regarding the policy manual. The Board was mostly in agreement with the presented manual and had minor changes that will be made and redistributed to the Board once complete. Trustee Condrón and Trustee Shorten mentioned how helpful the policy manual has been and commended April for her hard work. April also discussed with the Board the necessity to raise the standby pay for the Operators in order to remain in federal compliance.

13. Board Comment: Discussion followed to reschedule the tentative budget meeting to April 10th at 12:00PM.

14. Public Comment: There was no public comment.

15. Meeting adjourned 7:41 p.m.

Approved by the Board of Trustees as presented on:

_____ By _____
Date Ted Thran, District Secretary