



**NOTICE OF REGULAR MEETING**  
**TUESDAY, July 2, 2024 6:00 PM.,**  
**BOARD ROOM, MGSD TREATMENT PLANT,**  
**1790 HWY. 395, MINDEN, NV**

*Wastewater Treatment for a Healthy Community and Environment*

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*"Caring for the public health and safety by reliably collecting, treating, and disposing of sewage and wastewater through efficient, cost-effective, and eco-friendly means."*

*~ MGSD*

**AGENDA**

**1. CALL TO ORDER**

**2. Public Comment** -- Discussion Only, Not For Possible Action

- Public Comment is limited to three minutes per speaker unless the Board Chairman allows additional time.
- Per NRS 241.020, no action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken.

**3. District Manager's Report** – For Possible Action

- Discussion includes monthly report of activities, personnel matters, and progress of various projects.
- Action Items may include matters needing immediate attention or resolution related to plant repairs, sewer line repairs, and any other matter of impact to public health and safety.

**4. Chairman's Comment** – Discussion Only, Not For Possible Action

- Discussion includes comments and status of projects not covered under an agenda item  
NOTE: No action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken.

**5. Claims Review and Approval** – For Possible Action

- Review and Approval of Bills Paid and Claims Received for May 2024

**6. Minutes Approval** – For Possible Action

- Approval of Minutes from the June 5<sup>th</sup>, 2024 Regular Board Meeting.

**7. Highway 395 Sewer Rehabilitation** – For Possible Action

- Approval of the Q&D Agreement with MGSD in the amount of \$82,000.00 for the sewer rehabilitation on Highway 395 in front of HAAS Center.

**8. MGSD Retiree Benefits** – For Possible Action

- Approval of Amendments to the Revocable and Unfunded Post-Retirement Medical Benefit Plan to include:
  - Amending the effective date for eligibility from October 1, 2014 to June 30, 2029
  - Amending the coverage for retirees under the age of 65 from a set amount to the amount of the premium charged to MGSD for the Silver level PPO Plan
  - Amending the amount to be reimbursed to retirees for the Medicare Part B Supplemental from \$250 per month to \$500 per month, with a percentage increase each year equal to the percentage increase in MGSD's medical benefits for regular employees.

**9. Attorney-Client Conference – For Possible Action**

- Status Report of Ongoing Matters and Requests from MGSD Staff and Board of Trustees
  - Note: The Board of Trustees reserves the right to interrupt the open meeting during this time and adjourn to a closed session for the purpose of having an attorney-client discussion regarding potential or existing litigation, pursuant to NRS 241.015(3)(b)(2). No action will be taken on an item discussed during a closed session.

**10. Engineer's Report – For Possible Action**

- Action Items may include matters needing immediate attention or resolution related to line rehabilitation, line cleaning, and progress of various projects.

**11. Controller's Report – For Possible Action**

- Action Items may include financial items that arose after agenda posting and requiring immediate action or response by the Board.

**12. Administrative Report by Staff – For Possible Action**

- Action Items may include correspondence requiring immediate action or response by the Board.

**13. Board Comment – Discussion Only, Not For Possible Action**

- Discussion may include comments and status of projects not covered under a prior agenda item (No action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken.)

**14. Public Comment -- Discussion Only, Not For Possible Action**

- Public Comment is limited to three minutes per speaker, unless the Board Chairman allows additional time. Per NRS 241.020, no action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken.)

**15. ADJOURNMENT**

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- The MGSD Board reserves the right to hear any agenda item out of order, to combine two or more agenda items for consideration, and remove an item from the agenda or delay a discussion relating to any item on the agenda.
  - Copies of supporting material are available online at [www.mgsddistrict.org](http://www.mgsddistrict.org) or can be requested from the Minden-Gardnerville Sanitation District Office located at 1790 Hwy. 395, Minden, NV 89423, by calling Haley Mosegard or Jessica Kneefel at (775) 782-3546, or by email at [mgsdstaff@gmail.com](mailto:mgsdstaff@gmail.com) or at [haley@mgsddistrict.org](mailto:haley@mgsddistrict.org) or at [jessica@mgsddistrict.org](mailto:jessica@mgsddistrict.org).
  - Any agenda item represented by an attorney must give written notice to the Minden-Gardnerville Sanitation District at least fifteen days prior to the meeting.
  - All persons attending the meeting are required to sign the guest register. All meetings are recorded pursuant to NRS 241.035.
  - NOTICE TO PERSONS WITH DISABILITIES: Reasonable efforts will be made to assist and accommodate physically handicapped persons desiring to attend the meeting. Please call the MGSD office at (775) 782-3546 in advance of the meeting, so that arrangements may be conveniently made.
  - This meeting notice is posted at the following locations: the Minden-Gardnerville Sanitation District; Douglas County Historic Courthouse Building; Gardnerville Post Office; Minden Post Office; and at <https://notice.nv.gov>

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PLEASE DO NOT REMOVE UNTIL: 07/03/2024





**MINDEN-GARDNERVILLE SANITATION DISTRICT**  
 Expenses versus Annual Budget  
 For the Eleven Months Ending Friday, May 31, 2024

	YTD Actual Fiscal 2024	Budget 2024	Remianing Budget \$ Variance	Budget Spent % Fiscal 2024	Remaining Budget % Fiscal 2024
<b>CAPITAL EXPENSES</b>					
Belt Press Addition	\$3,605.00		(\$3,605.00)	0.00%	0.00%
Collection System Rehab	\$1,081,886.80	\$3,700,000.00	\$2,618,113.20	29.24%	70.76%
Camera Truck	\$0.00	\$23,000.00	\$23,000.00	0.00%	100.00%
Boiler Replacement	\$91,667.41	\$220,000.00	\$128,332.59	41.67%	58.33%
Clarifier 1 & 2 Concrete Rehab	\$42,197.59	\$120,000.00	\$77,802.41	35.16%	64.84%
Digester 1 Concrete Inspect/Repair	\$0.00	\$240,000.00	\$240,000.00	0.00%	100.00%
Pista Grit #1 Retrofit/Replace	\$15,326.75	\$375,000.00	\$359,673.25	4.09%	95.91%
Breaker Emergency Repair Reclass	\$35,787.50		(\$35,787.50)	0.00%	0.00%
Office/Computer Equipment	\$11,430.95		(\$11,430.95)	0.00%	0.00%
ARRA Reimbursement	\$77,166.63	\$77,167.00	\$0.37	100.00%	0.00%
<b>TOTAL</b>	<b>\$1,359,068.63</b>	<b>\$4,755,167.00</b>	<b>\$3,396,098.37</b>	<b>28.58%</b>	<b>71.42%</b>



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	YTD Actual Fiscal 2024	Budget 2024	Remianing Budget \$ Variance	Budget Spent % Fiscal 2024	Remaining Budget % Fiscal 2024
<b>1 PAYROLL</b>					
2 Salaries	\$1,150,785.77	\$1,238,019.00	\$87,233.23	92.95%	7.05%
3 Payroll Taxes & Employee Benefits	\$681,708.13	\$773,439.00	\$91,730.87	88.14%	11.86%
<b>4 TOTAL PAYROLL</b>	<b>\$1,832,493.90</b>	<b>\$2,011,458.00</b>	<b>\$178,964.10</b>	<b>91.10%</b>	<b>8.90%</b>



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	YTD Actual Fiscal 2024	Budget 2024	Remianing Budget \$ Variance	Budget Spent % Fiscal 2024	Remaining Budget % Fiscal 2024
<b>5 OPERATIONAL EXPENSES</b>					
<b>6 PLANT EXPENSES</b>					
7 Safety	\$11,687.56	\$15,000.00	\$3,312.44	77.92%	22.08%
8 Plant Supplies (Processing Chemicals)	\$172,097.09	\$155,000.00	(\$17,097.09)	111.03%	(11.03%)
9 Utilities	\$194,237.07	\$195,750.00	\$1,512.93	99.23%	0.77%
10 Repairs & Maintenance	\$244,502.63	\$320,000.00	\$75,497.37	76.41%	23.59%
11 Mosquito Abatement		\$5,000.00	\$5,000.00	0.00%	100.00%
12 Other Plant Expense	\$10,838.48	\$6,500.00	(\$4,338.48)	166.75%	(66.75%)
13 Sludge Removal	\$15,391.04	\$18,000.00	\$2,608.96	85.51%	14.49%
14 Education	\$13,716.42	\$10,000.00	(\$3,716.42)	137.16%	(37.16%)
<b>15 TOTAL O &amp; P EXPENSES</b>	<b>\$662,470.29</b>	<b>\$725,250.00</b>	<b>\$62,779.71</b>	<b>91.34%</b>	<b>8.66%</b>



**MINDEN-GARDNERVILLE SANITATION DISTRICT**  
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	YTD Actual Fiscal 2024	Budget 2024	Remianing Budget \$ Variance	Budget Spent % Fiscal 2024	Remaining Budget % Fiscal 2024
<b>16 COLLECTION EXPENSES</b>					
17 Collection System - Supplies	\$613.17	\$4,000.00	\$3,386.83	15.33%	84.67%
18 Collection System - Cleaning/ TV / Repair & Maintenance	\$4,051.14	\$7,000.00	\$2,948.86	57.87%	42.13%
19 Truck & Auto Expense (Fuels)	\$14,633.75	\$11,000.00	(\$3,633.75)	133.03%	(33.03%)
20 Other Collection System Expense	\$1,646.67	\$1,000.00	(\$646.67)	164.67%	(64.67%)
<b>21 TOTAL COLLECTION EXPENSES</b>	<b>\$20,944.73</b>	<b>\$23,000.00</b>	<b>\$2,055.27</b>	<b>91.06%</b>	<b>8.94%</b>



**MINDEN-GARDNERVILLE SANITATION DISTRICT**  
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	YTD Actual Fiscal 2024	Budget 2024	Remianing Budget \$ Variance	Budget Spent % Fiscal 2024	Remaining Budget % Fiscal 2024
<b>22 LAB EXPENSES</b>					
23 Lab Supplies	\$2,532.13	\$7,000.00	\$4,467.87	36.17%	63.83%
24 Lab Testing	\$11,238.80	\$12,000.00	\$761.20	93.66%	6.34%
25 Lab Permitting		\$1,800.00	\$1,800.00	0.00%	100.00%
26 Lab Repairs & Maintenance		\$5,000.00	\$5,000.00	0.00%	100.00%
27 Other Lab Expenses		\$500.00	\$500.00	0.00%	100.00%
28 Pretreatment Testing	\$21,125.00	\$3,000.00	(\$18,125.00)	704.17%	(604.17%)
<b>29 TOTAL LAB EXPENSES</b>	<b>\$34,895.93</b>	<b>\$29,300.00</b>	<b>(\$5,595.93)</b>	<b>119.10%</b>	<b>(19.10%)</b>



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	YTD Actual Fiscal 2024	Budget 2024	Remianing Budget \$ Variance	Budget Spent % Fiscal 2024	Remaining Budget % Fiscal 2024
<b>30 RESERVOIR/EFFLUENT EXPENSES</b>					
31 Effluent Management - Repairs & Maintenance	\$8,642.25	\$15,000.00	\$6,357.75	57.62%	42.39%
32 Effluent Management - Utilities	\$62,371.62	\$42,000.00	(\$20,371.62)	148.50%	(48.50%)
<b>33 TOTAL RERVOIR/EFFLUENT EXPENSES</b>	<b>\$71,013.87</b>	<b>\$57,000.00</b>	<b>(\$14,013.87)</b>	<b>124.59%</b>	<b>(24.59%)</b>





**MINDEN-GARDNERVILLE SANITATION DISTRICT**  
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**34 GENERAL & ADMINISTRATIVE EXPENSES**

	YTD Actual Fiscal 2024	Budget 2024	Remianing Budget \$ Variance	Budget Spent % Fiscal 2024	Remaining Budget % Fiscal 2024
35 Office Supplies & Expense	\$11,070.04	\$10,500.00	(\$570.04)	105.43%	(5.43%)
36 Training/Education Expense	\$1,639.50	\$4,000.00	\$2,360.50	40.99%	59.01%
37 Cleaning & Kitchen Supplies	\$7,707.02	\$8,000.00	\$292.98	96.34%	3.66%
38 Statement Billing Supplies	\$6,655.19	\$3,000.00	(\$3,655.19)	221.84%	(121.84%)
39 Bank Charges	\$24,907.37	\$12,000.00	(\$12,907.37)	207.56%	(107.56%)
40 Telephone & Internet	\$23,168.04	\$15,000.00	(\$8,168.04)	154.45%	(54.45%)
41 Postage	\$8,682.38	\$10,000.00	\$1,317.62	86.82%	13.18%
42 Advertising & Publication	\$3,253.14	\$5,000.00	\$1,746.86	65.06%	34.94%
43 Software Services	\$52,040.65	\$50,000.00	(\$2,040.65)	104.08%	(4.08%)
44 Travel & Per Diem	\$9,869.96	\$8,000.00	(\$1,869.96)	123.37%	(23.37%)



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	YTD Actual Fiscal 2024	Budget 2024	Remianing Budget \$ Variance	Budget Spent % Fiscal 2024	Remaining Budget % Fiscal 2024
45 Bad Debts		\$400.00	\$400.00	0.00%	100.00%
46 A/R Collection Expense	(\$330.00)	\$1,700.00	\$2,030.00	(19.41%)	119.41%
47 Insurance & Bonding	\$117,535.99	\$145,583.00	\$28,047.01	80.73%	19.27%
48 Other Administration Expense	\$4,224.46	\$4,000.00	(\$224.46)	105.61%	(5.61%)
49 Filing Fees & Permits	\$8,254.95	\$12,000.00	\$3,745.05	68.79%	31.21%
50 Office Equipment (Hardware)	\$14,004.95	\$15,000.00	\$995.05	93.37%	6.63%
<b>51 TOTAL G&amp;A</b>	<b>\$292,683.64</b>	<b>\$304,183.00</b>	<b>\$11,499.36</b>	<b>96.22%</b>	<b>3.78%</b>



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	YTD Actual Fiscal 2024	Budget 2024	Remianing Budget \$ Variance	Budget Spent % Fiscal 2024	Remaining Budget % Fiscal 2024
52 PROFESSIONAL FEES					
53 Legal	\$18,873.52	\$40,000.00	\$21,126.48	47.18%	52.82%
54 Engineering	\$74,925.75	\$110,000.00	\$35,074.25	68.11%	31.89%
55 IT/Tech Professional Services	\$26,281.95	\$30,000.00	\$3,718.05	87.61%	12.39%
56 Accounting & Audit	\$25,654.36	\$30,000.00	\$4,345.64	85.51%	14.49%
57 TOTAL PROFESSIONAL FEES	\$145,735.58	\$210,000.00	\$64,264.42	69.40%	30.60%
TOTAL ALL OPERATIONS EXPENSES					3.97%

**CHECK REGISTER - PAYROLL**  
5/1/24 - 5/31/24

Line #	Payment Date	Vendor Check Name	ACH/Check #	Invoice Number	GL Account Number	GL Account Name	Transaction Description	Check Amount
1	5/10/2024	State Coll & Disb Unit - SCADU	EFT-5/10/24-001	36-051024	20300-010	Accrued Payroll Taxes	Child Support - Bi-Weekly	\$ 163.38
2	5/10/2024	Voya Financial	EFT-5/10/24-002	051024	20300-010	Accrued Payroll Taxes	457 Mutual Fund	\$ 1,935.00
3	5/10/2024	Wells Fargo 941	ACH051024-941	PR-941 5/10/24	20300-010	Accrued Payroll Taxes	FED 941 5/10/2024 STAFF	\$ 6,521.37
4	5/10/2024	WF Used for Direct Deposit	ACH051024-DD	DD 5/10/24 STAFF	10000-116	Cash - Payroll Checking - Wells Fargo	PR-DD 5/10/2024 STAFF	\$ 39,199.82
5	5/15/2024	JD	EFT-5/15/24-001	051524	80900-010	Retiree Health Insurance Premiums	Medicare Reimbursement - JD	\$ 343.27
6	5/15/2024	BF	EFT-5/15/24-002	051524	80900-010	Retiree Health Insurance Premiums	Medicare Reimbursement - BF	\$ 427.43
7	5/15/2024	JH	EFT-5/15/24-003	051524	80900-010	Retiree Health Insurance Premiums	Medicare Reimbursement - JH	\$ 86.16
8	5/15/2024	TS	EFT-5/15/24-004	051524	80900-010	Retiree Health Insurance Premiums	Medicare Reimbursement - TS	\$ 279.48
9	5/15/2024	SK	EFT-5/15/24-005	051524	80900-010	Retiree Health Insurance Premiums	Medicare Reimbursement - SK	\$ 48.48
10	5/24/2024	State Coll & Disb Unit - SCADU	EFT-5/24/24-001	36-052424	20300-010	Accrued Payroll Taxes	Child Support - Bi-Weekly	\$ 163.38
11	5/24/2024	Voya Financial	EFT-5/24/24-002	052424	20300-010	Accrued Payroll Taxes	457 Mutual Fund	\$ 1,935.00
12	5/24/2024	Wells Fargo 941	ACH052424-941	PR-9415/24/24	20300-010	Accrued Payroll Taxes	FED 941 5/24/2024 STAFF	\$ 6,555.14
13	5/24/2024	WF Used for Direct Deposit	ACH052424-DD	DD 5/24/24 STAFF	10000-116	Cash - Payroll Checking - Wells Fargo	PR-DD 5/24/2024 STAFF	\$ 39,330.47
14	5/29/2024	Colonial Life	EFT-5/29/24-001	50963180510363	50200-020	Medical Benefits	Voluntary Insurance	\$ 38.44
15	5/29/2024	HealthEquity - ACH	EFT-5/29/24-002	HSA053124	50200-010	Payroll Taxes & Employee Benefits	May HSA Contributions	\$ 2,724.96
16	5/29/2024	HOMETOWN HEALTH	EFT-5/29/24-003	77101-036	80900-010	Retiree Health Insurance Premiums	Jun 2024 Health Insurance	\$ 1,274.51
17	5/29/2024	HOMETOWN HEALTH	EFT-5/29/24-003	77101-036	50200-020	Medical Benefits	Jun 2024 Health Insurance	\$ 18,559.67
18	5/29/2024	METLIFE - GROUP BENEFITS	EFT-5/29/24-004	05142024	80900-010	Retiree Health Insurance Premiums	Dental & Life Insurance	\$ 385.76
19	5/29/2024	METLIFE - GROUP BENEFITS	EFT-5/29/24-004	05142024	50200-020	Medical Benefits	Dental & Life Insurance	\$ 1,417.26
20	5/29/2024	Nevada State Treasurer's Office	EFT-5/29/24-005	36-0524	50200-010	Payroll Taxes & Employee Benefits	CS Handling Fee - Monthly	\$ 4.00
21	5/29/2024	Public Employees Retirement System	EFT-5/29/24-006	P0524	50200-010	Payroll Taxes & Employee Benefits	Monthly NV PERS - May-2024	\$ 32,017.18
22	5/29/2024	VSP VISION CARE, INC (AT)	EFT-5/29/24-007	820471196	80900-010	Retiree Health Insurance Premiums	Vision Insurance - Jun 2024	\$ 91.44
23	5/29/2024	VSP VISION CARE, INC (AT)	EFT-5/29/24-007	820471196	50200-020	Medical Benefits	Vision Insurance - Jun 2024	\$ 170.66
24	5/31/2024	Wells Fargo 941	ACH053124-941	941 5/31/24 BOARD	20300-010	Accrued Payroll Taxes	FED 941 5/31/2024 BOARD	\$ 344.50
25	5/31/2024	WF Used for Direct Deposit	ACH053124-BRD	DD 5/31/24 BOARD	10000-116	Cash - Payroll Checking - Wells Fargo	PR-DD 5/31/2024 BOARD	\$ 1,730.00
26	5/31/2024	Barbara Smallwood	3486	PR 5/31/24 BOARD	10000-116	Cash - Payroll Checking - Wells Fargo	PR 5/31/2024 BOARD CHECK	\$ 492.75
<b>Total of all Payments/Checks (23 Checks)</b>								<b>\$ 156,239.51</b>

## CHECK REGISTER - GENERAL

5/1/24 - 5/31/24

Line #	Payment Date	Vendor Check Name	ACH/Check #	Invoice Number	GL Account Number	GL Account Name	Transaction Description	Check Amount
1	5/1/2024	BENTLY RANCH	5657	211477	50800-010	Sludge Removal	Biosolids	\$ 466.90
2	5/1/2024	NUTRIEN AG SOLUTIONS, INC.	5658	53863091	50600-010	Repairs & Maintenance	Weed Spray	\$ 114.40
3	5/1/2024	Peter Baratti	EFT-5/1/24-001	04302024	50700-010	Other Plant Expense	Plant Maint Technologist Reimb	\$ 130.00
4	5/1/2024	FIRST CHOICE COFFEE SERVICES	EFT-5/1/24-002	706038	64330-010	Cleaning & Kitchen Supplies	Kitchen Supplies	\$ 77.90
5	5/1/2024	HOME DEPOT CREDIT SERVICES	EFT-5/1/24-003	9620110	50600-010	Repairs & Maintenance	Repairs and Maintenance	\$ 170.26
6	5/1/2024	HOME DEPOT CREDIT SERVICES	EFT-5/1/24-003	8621154	50600-010	Repairs & Maintenance	Repairs and Maintenance	\$ 44.92
7	5/1/2024	THE PARTS HOUSE	5659	141746	50600-010	Repairs & Maintenance	Repairs and Maintenance	\$ 42.97
8	5/1/2024	THE PARTS HOUSE	5659	142263	50600-010	Repairs & Maintenance	Repairs and Maintenance	\$ 24.99
9	5/1/2024	THE PARTS HOUSE	5659	143343	50600-010	Repairs & Maintenance	Repairs and Maintenance	\$ 6.65
10	5/1/2024	POWER & CONTROL SOLUTIONS, INC.	EFT-5/1/24-004	1525	50600-010	Repairs & Maintenance	Pressure Loss Troubleshooting	\$ 3,690.99
11	5/1/2024	Spectrum Business	EFT-5/1/24-005	0157628042724	64400-010	Telephone	Internet Service	\$ 184.98
12	5/1/2024	Ubeo Business Services	EFT-5/1/24-006	4489508	64310-010	Statement Billing Supplies	Billing Statements Postage	\$ 549.07
13	5/1/2024	Warren Averett Technology Group, LLC	EFT-5/1/24-007	74518-PP	65310-010	Software Services	Aatrix Software	\$ 560.70
14	5/1/2024	Warren Averett Technology Group, LLC	EFT-5/1/24-007	74804	71500-010	IT/Tech Professional Services	Out of Scope Services	\$ 68.75
15	5/1/2024	Warren Averett Technology Group, LLC	EFT-5/1/24-007	74668	65310-010	Software Services	Office 365	\$ 490.20
16	5/1/2024	WESTERN NEVADA SUPPLY	5660	41212874	50600-010	Repairs & Maintenance	Repairs and Maintenance	\$ 315.74
17	5/1/2024	WESTERN NEVADA SUPPLY	5660	11215669	50600-010	Repairs & Maintenance	Plub Valve	\$ 1,492.25
18	5/7/2024	Q & D Construction	5661	GRINT-006	16400-010	Collection System Rehab	GRGID Interceptor #6	\$ 316,351.90
19	5/8/2024	American Equipment, LLC	5662	0186920-IN	50300-010	Safety Equipment & Supplies	Equipment Inspection	\$ 1,077.96
20	5/8/2024	BENTLY RANCH	5663	211514	50800-010	Sludge Removal	Biosolids	\$ 322.98
21	5/8/2024	Motion Industries, Inc.	5664	NV25-00722833	50600-010	Repairs & Maintenance	Repairs and Maintenance	\$ 39.89
22	5/8/2024	SILVER STATE ANALYTICAL LABS, INC.	5665	RN310843	52400-010	Lab Testing	Lab Analysis	\$ 42.00
23	5/8/2024	SILVER STATE ANALYTICAL LABS, INC.	5665	RN314315	52400-010	Lab Testing	Lab Analysis	\$ 43.00
24	5/8/2024	SILVER STATE ANALYTICAL LABS, INC.	5665	RN314397	52800-010	Pretreatment Testing	Lab Sampling	\$ 2,275.00
25	5/8/2024	SILVER STATE ANALYTICAL LABS, INC.	5665	RN314396	52800-010	Pretreatment Testing	Lab Sampling	\$ 1,300.00
26	5/8/2024	SILVER STATE ANALYTICAL LABS, INC.	5665	RN314394	52800-010	Pretreatment Testing	Lab Sampling	\$ 1,300.00
27	5/8/2024	SILVER STATE ANALYTICAL LABS, INC.	5665	RN314391	52800-010	Pretreatment Testing	Lab Sampling	\$ 1,300.00
28	5/8/2024	SILVER STATE ANALYTICAL LABS, INC.	5665	RN314390	52800-010	Pretreatment Testing	Lab Sampling	\$ 1,300.00
29	5/8/2024	TOWN OF MINDEN	5666	50124	50500-010	Utilities	Water & Trash Service	\$ 73.35
30	5/9/2024	FIRST CHOICE COFFEE SERVICES	EFT-5/9/24-001	708102	64330-010	Cleaning & Kitchen Supplies	Kitchen Supplies	\$ 44.00

**CHECK REGISTER - GENERAL**  
5/1/24 - 5/31/24

Line #	Payment Date	Vendor Check Name	ACH/Check #	Invoice Number	GL Account Number	GL Account Name	Transaction Description	Check Amount
31	5/9/2024	Frontier	EFT-5/9/24-002	50124	64400-010	Telephone	Power CoGen Line	\$ 106.81
32	5/9/2024	Gardnerville Water Company	EFT-5/9/24-003	3689	51400-010	Repairs & Maintenance	Construction Water	\$ 24.60
33	5/9/2024	POWER & CONTROL SOLUTIONS, INC.	EFT-5/9/24-004	1527	50600-020	R&M Main Breaker Failure Repair Costs	Breaker Failure May Equip	\$ 1,600.00
34	5/9/2024	RESOURCE CONCEPTS, INC.	EFT-5/9/24-005	24-0490	16400-010	Collection System Rehab	GRGID Interceptor	\$ 1,085.00
35	5/9/2024	RESOURCE CONCEPTS, INC.	EFT-5/9/24-005	24-0493	71200-010	Engineering	Muller Pkwy Plan Review	\$ 2,765.00
36	5/9/2024	RESOURCE CONCEPTS, INC.	EFT-5/9/24-005	24-0494	71200-010	Engineering	District Business	\$ 673.75
37	5/9/2024	RESOURCE CONCEPTS, INC.	EFT-5/9/24-005	24-0495	55100-010	Reservoir Repairs & Maintenance	Effluent	\$ 990.00
38	5/9/2024	RESOURCE CONCEPTS, INC.	EFT-5/9/24-005	24-0496	51400-010	Repairs & Maintenance	System Mapping	\$ 2,322.50
39	5/9/2024	RESOURCE CONCEPTS, INC.	EFT-5/9/24-005	24-0497	71200-010	Engineering	CMAR Contract Development	\$ 1,326.25
40	5/9/2024	Thatcher Company of Nevada, Inc.	EFT-5/9/24-006	2024400102023	50400-010	Processing Chemicals	Chemicals	\$ 6,254.91
41	5/9/2024	Tractor Supply Credit Plan	EFT-5/9/24-007	200329918	50600-010	Repairs & Maintenance	Repairs and Maintenance	\$ 165.98
42	5/9/2024	Tractor Supply Credit Plan	EFT-5/9/24-007	200334419	50600-010	Repairs & Maintenance	Repairs and Maintenance	\$ 179.98
43	5/15/2024	BENTLY RANCH	5667	211563	50800-010	Sudge Removal	Biosolids	\$ 450.80
44	5/15/2024	Carson Tahoe Health	5668	5152024	50700-010	Other Plant Expense	Other Plant Expense	\$ 1,000.00
45	5/15/2024	Charter Communications	5669	218924901050124	64400-010	Telephone	Fiber COAX	\$ 699.00
46	5/15/2024	DOUGLAS COUNTY VEHICLE MAINT	5670	050824VM	50600-010	Repairs & Maintenance	Vehicle Maintenance	\$ 2,430.86
47	5/15/2024	INSTRUMENT SERVICE, INC.	5671	8234	50300-010	Safety Equipment & Supplies	Instrument Service	\$ 5,702.00
48	5/15/2024	JOANA PEREZ	5672	562696	64330-010	Cleaning & Kitchen Supplies	Cleaning Services	\$ 360.00
49	5/15/2024	LEAF	EFT-5/15/24-001	16474538	65300-010	Office Equipment/Hardware	Copier Lease	\$ 467.22
50	5/15/2024	NDEP-BWPC	5673	7265	12800-010	Prepaid Expenses	Annual Groundwater Permit	\$ 9,310.00
51	5/15/2024	SILVER STATE ANALYTICAL LABS, INC.	5674	RN314904	52400-010	Lab Testing	Lab Analysis	\$ 100.00
52	5/15/2024	SILVER STATE ANALYTICAL LABS, INC.	5674	RN314903	52400-010	Lab Testing	Lab Analysis	\$ 66.00
53	5/15/2024	SILVER STATE ANALYTICAL LABS, INC.	5674	RN314745	52400-010	Lab Testing	Lab Analysis	\$ 43.00
54	5/15/2024	SNELL & WILMER, LLP	EFT-5/15/24-002	2868363	71100-010	Legal	Legal Services	\$ 625.00
55	5/21/2024	Ellen Perkins	5675	RFND00025	20200-010	Customers With Credit Balances	RM REFUND: DEBIT000082	\$ 50.73
56	5/21/2024	Linda Smith	5676	RFND00026	20200-010	Customers With Credit Balances	RM REFUND: DEBIT000083	\$ 67.16
57	5/22/2024	Carson Valley Medical Center	5677	52224	50700-010	Other Plant Expense	Other Plant Expense	\$ 12.00
58	5/22/2024	Flyers Energy, LLC	EFT-5/22/24-001	CFS-3829756	51500-010	Truck & Auto Expense	Fuels	\$ 1,265.73
59	5/22/2024	Flyers Energy, LLC	EFT-5/22/24-001	CFS-3848903	51500-010	Truck & Auto Expense	Fuels	\$ 729.58
60	5/22/2024	Motion Industries, Inc.	5678	NV25-00723536	50600-010	Repairs & Maintenance	Repairs and Maintenance	\$ 23.34



## CHECK REGISTER - GENERAL

5/1/24 - 5/31/24

Line #	Payment Date	Vendor Check Name	ACH/Check #	Invoice Number	GL Account Number	GL Account Name	Transaction Description	Check Amount
61	5/22/2024	Nevada State Bank	EFT-5/22/24-002	AM040524	51500-010	Truck & Auto Expense	Fuel	\$ 80.00
62	5/22/2024	Nevada State Bank	EFT-5/22/24-002	AM040924	50900-010	Operators Education/Training	Education	\$ 430.00
63	5/22/2024	Nevada State Bank	EFT-5/22/24-002	AM041324	50700-010	Other Plant Expense	Phone Storage	\$ 2.99
64	5/22/2024	Nevada State Bank	EFT-5/22/24-002	CS041024	64300-010	Office Supplies & Expense	Office Supplies	\$ 14.82
65	5/22/2024	Nevada State Bank	EFT-5/22/24-002	LG040424	65300-010	Office Equipment/Hardware	Office Supplies	\$ 17.25
66	5/22/2024	Nevada State Bank	EFT-5/22/24-002	LG042924	65310-010	Software Services	Software	\$ 34.49
67	5/22/2024	Nevada State Bank	EFT-5/22/24-002	LG042924-2	65310-010	Software Services	Software	\$ 41.84
68	5/22/2024	Nevada State Bank	EFT-5/22/24-002	LG042924-3	64500-010	Postage	Postage	\$ 29.99
69	5/22/2024	Nevada State Bank	EFT-5/22/24-002	NQ041124	64330-010	Cleaning & Kitchen Supplies	Kitchen Supplies	\$ 96.22
70	5/22/2024	Nevada State Bank	EFT-5/22/24-002	HM041024	50900-010	Operators Education/Training	Education	\$ 600.00
71	5/22/2024	Nevada State Bank	EFT-5/22/24-002	HM041924	51500-010	Truck & Auto Expense	Fuel	\$ 38.02
72	5/22/2024	Nevada State Bank	EFT-5/22/24-002	HM042424	65100-010	Other Administration Expense	Other Admin Expense	\$ 40.46
73	5/22/2024	Nevada State Bank	EFT-5/22/24-002	HM042424-2	65310-010	Software Services	Adobe	\$ 19.99
74	5/22/2024	Nevada State Bank	EFT-5/22/24-002	HM042424-3	65100-010	Other Administration Expense	Other Admin Expense	\$ 136.16
75	5/22/2024	Nevada State Bank	EFT-5/22/24-002	HM042924	64300-010	Office Supplies & Expense	Office Supplies	\$ 53.92
76	5/22/2024	Nevada State Bank	EFT-5/22/24-002	JK041024	65100-010	Other Administration Expense	Other Admin Expense	\$ 331.13
77	5/22/2024	Nevada State Bank	EFT-5/22/24-002	JK042024	65310-010	Software Services	Adobe	\$ 19.99
78	5/22/2024	Nevada State Bank	EFT-5/22/24-002	DK042224	64330-010	Cleaning & Kitchen Supplies	Cleaning Supplies	\$ 62.22
79	5/22/2024	Nevada State Bank	EFT-5/22/24-002	CC041624	50600-010	Repairs & Maintenance	Repairs and Maintenance	\$ 399.00
80	5/22/2024	Nevada State Bank	EFT-5/22/24-002	CC042624	50900-010	Operators Education/Training	Education	\$ 405.96
81	5/22/2024	NV Energy	EFT-5/22/24-003	1790240509	50500-010	Utilities	Plant Energy	\$ 14,631.69
82	5/22/2024	POWER & CONTROL SOLUTIONS, INC.	EFT-5/22/24-004	1528	50600-010	Repairs & Maintenance	Repairs and Maintenance	\$ 5,462.50
83	5/22/2024	Ring Central Inc	EFT-5/22/24-005	CD_000822307	64400-010	Telephone	VOIP	\$ 328.29
84	5/22/2024	SDBX STUDIO	5679	14259	71500-010	IT/Tech Professional Services	Website Maintenance	\$ 360.00
85	5/22/2024	COGEN SERVICE	5680	6774	50600-010	Repairs & Maintenance	Repairs and Maintenance	\$ 2,500.00
86	5/22/2024	SILVER STATE ANALYTICAL LABS, INC.	5681	RN314656	52400-010	Lab Testing	Lab Analysis	\$ 35.00
87	5/22/2024	SOUTHWEST GAS CORP	EFT-5/22/24-006	240513	50500-010	Utilities	Natural Gas	\$ 856.73
88	5/22/2024	WESTERN NEVADA SUPPLY	5682	41250928	50600-010	Repairs & Maintenance	Repairs and Maintenance	\$ 221.29
89	5/22/2024	WESTERN NEVADA SUPPLY	5682	41252273	50600-010	Repairs & Maintenance	Repairs and Maintenance	\$ 36.96
90	5/28/2024	CINTAS	EFT-5/28/24-001	5204844958	50300-010	Safety Equipment & Supplies	First Aid Supplies	\$ 108.73

CHECK REGISTER - GENERAL  
5/1/24 - 5/31/24

Line #	Payment Date	Vendor Check Name	ACH/Check #	Invoice Number	GL Account Number	GL Account Name	Transaction Description	Check Amount
91	5/28/2024	CINTAS	EFT-5/28/24-001	5200725600	50300-010	Safety Equipment & Supplies	First Aid Supplies	\$ 54.97
92	5/28/2024	CINTAS	EFT-5/28/24-001	5208962253	50300-010	Safety Equipment & Supplies	First Aid Supplies	\$ 67.34
Total Amount of Checks (49 Checks)								\$ 402,316.90

Legend:

- Capital Expenses
- Breaker Failure Costs
- Co-Gen Expenses



MINDEN-GARDNERVILLE

ACCOUNT SUMMARY STATEMENT

For the Eleven Months Ending May 31, 2024

Line #	General Account	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
1	Balance 1st day of Month	\$ 2,957,388.96	\$ 2,598,442.84	\$ 2,598,442.84	\$ 8,026,474.91	\$ 2,935,642.81	\$ 2,817,362.21	\$ 3,282,424.47	\$ 3,510,585.19	\$ 2,963,806.93	\$ 2,808,872.48	\$ 3,331,883.57		
2	Cash Receipts													
3	User Fees	\$ 251,024.33	\$ 134,408.86	\$ 41,323.51	\$ 157,993.53	\$ 114,575.02	\$ 95,475.01	\$ 70,209.43	\$ 113,454.34	\$ 20,545.17	\$ 483,439.07	\$ 120,547.60		\$ 1,602,995.87
4	Connection Fees	\$ 2,200.00	\$ 8,940.00	\$ 5,500.00	\$ 1,925.00	\$ 275.00	\$ 4,715.00	\$ 4,400.00	\$ 360.00	\$ 2,195.00		\$ 495.00		\$ 31,005.00
5	Capacity Fees	\$ 30,400.00	\$ 117,040.00	\$ 102,600.00	\$ 26,600.00	\$ 3,800.00	\$ 60,990.00	\$ 102,600.00	\$ 5,420.00	\$ 63,790.00		\$ 51,480.00		\$ 564,720.00
6	Acreage Fees/Annexation Fees	\$ 1,000.00	\$ -	\$ 2,916.00				\$ 4,524.00						\$ 8,440.00
7	Consolidated Tax (SCRT)	\$ 11,221.62	\$ 11,221.62	\$ 11,221.62	\$ 11,221.62	\$ 11,221.62	\$ 11,221.62	\$ 11,221.62	\$ 11,221.62	\$ 11,221.62	\$ 11,221.62	\$ 11,221.62		\$ 123,437.82
8	Ad Volorem	\$ 1,215.77	\$ 26,353.87	\$ 178,427.31	\$ 32,101.11	\$ 78,516.53	\$ 9,135.46	\$ 46,064.83	\$ 77,623.87	\$ 69,845.45	\$ 30,864.25	\$ 4,243.59		\$ 554,392.04
9	Pass-Through Reimbursement	\$ 3,431.25					\$ 1,540.00	\$ 9,510.00						\$ 14,481.25
10	GRGID													
11	Health Ins Reimbursement	\$ -	\$ -	\$ 889,960.28			\$ 247,719.10		\$ 83.47	\$ 83.47		\$ 83.47		\$ 1,137,675.38
12	Finance Charge Increase/(Decrease)/Accrued	\$ 209.69	\$ 209.69	\$ 209.69	\$ 209.69	\$ 209.69								\$ 1,801.71
13	Misc Income Increase/(Decrease)	\$ 1,680.00								\$ 615.00				\$ -
14	Total Cash Receipts	\$ 302,382.68	\$ 298,174.04	\$ 1,232,158.41	\$ 230,050.95	\$ 208,597.88	\$ 431,356.88	\$ 248,739.57	\$ 208,183.30	\$ 168,295.71	\$ 525,608.41	\$ 188,071.28	\$ -	\$ 4,041,598.07
15														
16	Cash Paid Out													
17	Capital Expenses	\$ 583,969.75	\$ 3,145.00	\$ -	\$ 33,730.20	\$ 95,464.91	\$ 6,152.50	\$ 3,152.50	\$ 786,242.25	\$ 484,619.19	\$ -	\$ 596,256.60		\$ 3,133,917.10
18	Plant Expenses	\$ 47,950.44	\$ 67,178.90	\$ 54,912.64	\$ 58,020.05	\$ 50,581.26	\$ 69,995.02	\$ 76,123.43	\$ 66,319.84	\$ 37,058.59	\$ 64,132.45			\$ 592,273.62
19	Collections Expenses	\$ 2,936.48	\$ 1,553.07	\$ 1,392.90	\$ 1,306.74	\$ 2,081.11	\$ 927.92	\$ 1,234.93	\$ 917.20	\$ 2,419.68	\$ 3,360.42	\$ 2,814.28		\$ 20,944.73
20	Lab Expenses	\$ 1,774.88	\$ 242.00	\$ 763.35	\$ 1,506.21	\$ 1,912.75	\$ 1,149.90	\$ 3,191.14	\$ 794.86	\$ 7,696.49	\$ 15,227.00	\$ 637.35		\$ 34,895.93
21	Reservoir/Effluent Expenses	\$ 973.71	\$ 1,023.07	\$ 1,614.37	\$ 1,507.89	\$ 1,970.3	\$ 541.49	\$ 8,007.45	\$ 16,697.38	\$ 4,817.56	\$ 35,633.92			\$ 71,013.87
22	General & Administrative	\$ 25,668.53	\$ 35,481.03	\$ 19,956.95	\$ 28,356.78	\$ 21,182.97	\$ 27,036.79	\$ 36,819.95	\$ 23,624.53	\$ 23,485.14	\$ 25,939.78	\$ 25,131.18		\$ 292,683.64
23	Payroll-Related Expenses							\$ 21,129.41						\$ 58,728.33
24	Professional Fees	\$ 8,855.00	\$ 36,417.00	\$ 15,301.93	\$ 7,856.25	\$ 5,458.43	\$ 10,490.00	\$ 27,470.01	\$ 10,345.70	\$ 13,132.51	\$ 8,303.75	\$ 2,105.00		\$ 145,735.58
25	Total Expenses	\$ 652,128.79	\$ 145,040.07	\$ 655,126.34	\$ 189,883.05	\$ 176,878.48	\$ 116,293.62	\$ 177,128.82	\$ 904,941.76	\$ 573,230.16	\$ 152,587.32	\$ 628,944.41	\$ -	\$ 4,350,192.80
26														
27	Prepaid Claims Increase/(Decrease)	\$ -	\$ (13,632.14)											\$ (25,986.10)
28	Accrued Expenses	\$ -												\$ -
29	Transfers from Other Accounts			\$ 5,000,000.00										\$ -
30	Transfer to Other Accounts (Decrease)		\$ (150,000.00)	\$ (150,000.00)	\$ (5,150,000.00)	\$ (150,000.00)	\$ (150,000.00)	\$ (150,000.00)	\$ (150,000.00)	\$ (250,000.00)	\$ (150,000.00)	\$ (150,000.00)		\$ (6,600,000.00)
31														
32	Total Balance Last Day of Month	\$ 2,598,308.87	\$ 2,598,442.84	\$ 8,026,474.91	\$ 2,835,642.81	\$ 2,817,362.21	\$ 3,282,424.47	\$ 3,604,035.22	\$ 2,893,806.93	\$ 2,808,872.48	\$ 3,331,883.57	\$ 3,043,010.44	\$ -	

MINDEN-GARDNERVILLE  
ACCOUNT SUMMARY STATEMENT  
For the Eleven Months Ending May 31, 2024

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
35 Payroll Account													
36 Balance 1st of Month	\$ 188,919.52	\$ 47,168.72	\$ 53,238.75	\$ 65,837.09	\$ 70,537.41	\$ 69,631.06	\$ 39,023.57	\$ 49,584.62	\$ 50,027.91	\$ 130,977.36	\$ 70,713.88		
37 Transfer from Checking	\$	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ 250,000.00	\$ 150,000.00	\$ 150,000.00		\$ 1,500,000.00
38 Interest	\$ 122.70	\$ 99.18	\$ 92.59	\$ 87.78	\$ 124.86	\$ 122.59	\$ 104.81	\$ 105.72	\$ 201.22	\$ 130.07	\$ 125.01		\$ 1,316.53
39													\$
40 Payroll Expenses													
41 Balance Last day of Month	\$ 47,108.72	\$ 63,238.76	\$ 65,837.09	\$ 70,537.41	\$ 69,631.06	\$ 39,023.57	\$ 62,552.24	\$ 50,027.91	\$ 130,977.36	\$ 70,713.88	\$ 64,599.38		\$ (51,712,279.05)
44 LGIP POOL Account													
45 Balance 1st of Month	\$ 6,223,422.08	\$ 6,208,532.33	\$ 6,232,449.31	\$ 1,257,493.53	\$ 1,275,293.22	\$ 1,280,628.88	\$ 1,288,011.77	\$ 1,253,200.91	\$ 1,280,482.84	\$ 1,285,781.17	\$ 1,271,552.28		
46 Transfer from Checking	\$	\$ 23,916.98	\$ 25,044.22	\$ 17,709.09	\$ 5,425.84	\$ 5,382.91	\$ 5,772.45	\$ 7,201.73	\$ 5,378.53	\$ 5,771.09	\$ 5,600.22		\$ 130,887.03
47 Interest Earned	\$ 23,693.57												
48 ARRA Payment	\$ (338,583.32)						\$ (338,583.31)						\$ (377,166.63)
49 Transfer to Other Accounts													
50 Balance Last day of Month	\$ 6,208,532.33	\$ 6,232,449.31	\$ 1,257,493.53	\$ 1,275,293.22	\$ 1,280,628.88	\$ 1,288,011.77	\$ 1,253,200.91	\$ 1,200,402.84	\$ 1,265,781.17	\$ 1,271,552.28	\$ 1,277,152.48		
52 ARRA Bond Restricted													
53 Balance 1st of Month	\$ 85,581.53	\$ 85,907.35	\$ 86,238.18	\$ 86,584.14	\$ 86,930.74	\$ 87,300.82	\$ 87,687.59	\$ 88,061.11	\$ 88,481.12	\$ 88,838.90	\$ 89,244.14		\$
54 Transfer from Other Accounts	\$	\$ 330.81	\$ 345.08	\$ 346.60	\$ 369.88	\$ 366.97	\$ 393.52	\$ 490.01	\$ 377.78	\$ 405.24	\$ 393.24		\$ 4,055.85
55 Interest Earned	\$ 325.82												
56 Transfer to Other Accounts	\$	\$ 86,238.18	\$ 86,584.14	\$ 86,930.74	\$ 87,300.82	\$ 87,687.59	\$ 88,061.11	\$ 88,481.12	\$ 88,838.90	\$ 89,244.14	\$ 89,637.38		
59 MEER Investments													
60 Balance 1st of Month	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$		
61 Earned on Investments				\$ 5,000,000.00	\$ 5,018,900.68	\$ 5,039,504.75	\$ 5,080,458.88	\$ 5,081,448.81	\$ 5,101,553.58	\$ 5,122,440.98	\$ 5,142,853.87		
62 Investment Fund Fees				\$ 18,900.68	\$ 21,340.41	\$ 21,787.22	\$ 21,821.13	\$ 20,919.89	\$ 21,752.74	\$ 21,278.68	\$ 21,637.28		\$ 189,458.03
63 Transfer to Other Accounts					\$ (735.34)	\$ (583.09)	\$ (583.20)	\$ (583.14)	\$ (865.32)	\$ (865.79)	\$ (865.75)		
64 Balance Last day of Month	\$			\$ 5,018,900.68	\$ 5,039,504.75	\$ 5,080,458.88	\$ 5,081,448.81	\$ 5,101,553.58	\$ 5,122,440.98	\$ 5,142,853.87	\$ 5,163,825.90		
66 Petty Cash													
67 Balance 1st of Month	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00		\$
68 Expenses													\$
69 Reimbursements													\$
70 Balance Last day of Month	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00		\$
71													
72 TOTAL CASH ALL ACCOUNTS	\$ 8,937,417.27	\$ 8,970,869.06	\$ 9,435,889.67	\$ 9,387,714.86	\$ 9,294,927.60	\$ 9,756,086.28	\$ 9,990,196.29	\$ 9,464,752.16	\$ 9,417,410.89	\$ 9,806,747.72	\$ 9,838,526.58		\$

## ***Agenda Item 3***

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### ***District Manager's Report***

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***Items in this Section Include:***

- ✓ ***July 2024 District Manager's Report***
- ✓ ***June 2024 Capacity Report***



**Minden Gardnerville Sanitation District**  
**District Manager's Report**  
**July 2, 2024**

**CAPACITY ALLOCATIONS/PURCHASES:**

- 9 EDU's sold

**VENDORS AND CONTRACTS:**

- None

**WILL SERVES LETTERS ISSUED:**

- Depot Pasture Northwest of Zerolene Rd issued on 6/4/24

**STAFF/OFFICE ITEMS:**

- None

**MEETINGS ATTENDED AND SCHEDULED:**

- 6/5 Meeting for High Sierra Storage.
- 6/11 Meeting with staff for new construction billing requirements.
- 6/12 Meeting with Minden Mill Distillery.
- 6/17 Meeting regarding updates on the Pineview Estates Project.
- 6/18 Meeting with Kingslane HOA representative and Lumos on possibly working together with MGSD on correcting Sewer main.
- 6/24 Meeting with Power Control Solutions and E<sup>2</sup>C on how to free up space on SCADA Server.

**PROJECTS IN THE DISTRICT:**

- Final walkthrough for the Carson Valley Veterinary Hospital.
- Heybourne Meadows installation of mains has been completed. Testing is still required.
- Martin's Meadows is still purchasing connection permits
- The Village at Monte Vista is still purchasing connection permits.

**LINE REHABILITATION AND PLANT IMPROVEMENT PROJECTS:**

- Pista grit dewatering T-Cup repair is completed and is back in service.
- Boiler #2 demolition and site preparation is complete; the new boiler installation will commence in July.
- Line cleaning is currently in progress.
- HAAS Center sewer main lining on 395 will occur soon.

**OTHER:**

- Bill Peterson and Frank Flaherty are working on the amendment for Section 10 of the Pineview Estates Agreement.

Respectfully submitted,

Peter V. Baratti, District Manager



Date	Project Name	Developer	Address	EDU's Sold	Existing EDU's	Amount Collected		Approved By	Comments
						Capacity	Total		
6/6/2024	Village at Monte Vista	Santa Ynez Construction	Multiple	4.00	0.00	\$ 23,100.00	\$ 23,100.00		
6/24/2024	Village at Martin's Meadow's	Carter Hill Homes	Multiple	5.00	0.00	\$ 28,875.00	\$ 28,875.00		
					0.00	\$ -	\$ -		
					0.00	\$ -	\$ -		
					0.00	\$ -	\$ -		
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					\$ -	\$ -	\$ -		
			TOTAL EDU'S SOLD	9.000		\$ 51,975.00	\$ 51,975.00		

## ***Agenda Item 6***

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### ***June 5<sup>th</sup> Regular Meeting Minutes***

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***Items in this Section Include:***

- ✓ ***June 5<sup>th</sup>, 2024 Regular Meeting Minutes***





Board of Trustees  
Minutes of Regular Meeting  
Tuesday, June 4, 2024  
6:00 P.M. | Board Room  
Minden-Gardnerville Sanitation District  
1790 Hwy. 395  
Minden, Nevada

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Board Members Present:

Barbara Smallwood  
Sondra Condron  
Chris Shorten  
Ray Wilson  
Ted Thran

Board Members Absent:

None

Staff Members Present:

Peter Baratti  
Cliff Simpson  
Bill Peterson  
Presley Cochran  
Haley Mosegard  
Jessica Kneefel  
LaVonne Ghanavati

Staff Members Absent:

April Burchett  
Bruce Scott

Others Present: Dan Griffith, Craig Olson, Bree Satmary, Alan Reed

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

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

**3. District Manager's Report:** Barbara Smallwood asked regarding the meeting on 5/21/24 with Pineview if the District was compensated for those meetings. Peter said the District may back charge Pineview for the Administrative time that was spent for the meetings and verify that nothing has changed since the original agreement between MGSD and Pineview.

**4. Chairman's Comment:** Barbara mentioned she took the Board of Trustee's and the Staff's good wishes to Mike Henningsen.

**5. Claims Review and Approval:** Trustee Wilson asked when the CoGen would be back in operation and Peter said the new equipment will be delivered in December or January. Trustee Shorten asked if the User Fee increase was due to the rate increase, and LaVonne Ghanavati said it was also partially due to payments from past due accounts as well. Trustee Condron asked why pretreatment was so far over budget, and Peter explained that the District is obligated to create its own pretreatment program by NDEP. The District has to collect samples for a set amount of time in order to develop the most accurate limits for the collection system.

**Motion:** To approve the claims received for April 2024 in the amount of \$128,741.31 and the payroll-related expenses paid during April 2024 in the amount of \$210,376.23

Made by: Chris Shorten

Seconded by: Sondra Condron

**Vote: Motion carried.**

Ayes: Smallwood, Condron, Shorten, Thran, Wilson

Nays: None

Abstain: None

Absent: None



**6. Minutes of May 7<sup>th</sup>, 2024 Regular Board Meeting and May 29<sup>th</sup>, 2024 Special Board Meeting:** There were no comments or discussion regarding the May 7<sup>th</sup> regular board meeting minutes.

**Motion:** To approve the minutes of the May 7<sup>th</sup> Regular Board Meeting.

Made by: Ted Thran

Seconded by: Chris Shorten

**Vote: Motion carried.**

Ayes: Smallwood, Condrón, Shorten, Wilson, Thran

Nays: None

Abstain: None

Absent: None

Barbara Smallwood would like to add additional verbiage to the minutes under Item 4.

**Motion:** To approve the minutes of the May 29<sup>th</sup> Special Board Meeting with the noted corrections.

Made by: Sondra Condrón

Seconded by: Ray Wilson

**Vote: Motion carried.**

Ayes: Smallwood, Condrón, Wilson, Shorten

Nays: None

Abstain: Thran

Absent: None

**7. HDR Concrete Rehabilitation Project:** Craig Olson summarized the next steps regarding the concrete rehabilitation. Discussion followed.

**Motion:** To approve the agreement between MGSD and HDR for professional engineering services for the Concrete Rehabilitation Project in the amount of \$146,817.00

Made by: Chris Shorten

Seconded by: Sondra Condrón

**Vote: Motion carried.**

Ayes: Smallwood, Condrón, Wilson, Thran, Shorten

Nays: None

Abstain: None

Absent: None

**8. Warren Reed Plant Insurance:** Alan Reed reviewed the plant insurance with the Board.

**Motion:** To approve insurance through Nevada Public Insurance Pool in the amount of \$134,929.27

Made by: Ray Wilson

Seconded by: Ted Thran

**Vote: Motion carried.**

Ayes: Smallwood, Condrón, Wilson, Thran, Shorten

Nays: None

Abstain: None

Absent: None





**9. Attorney-Client Conference:** Discussion followed regarding the Pineview contract amendment. Peter mentioned the District will be clarifying some verbiage in section 10.

**10. Engineer's Report:** Presley Cochran reported on possible repaving and excavations of manhole structures within the NDOT right of way in the Highway 395 corridor.

**11. Controller's Report:** Ray Wilson asked LaVonne if she has added any new liens, and she reported there haven't been many, but she will be adding a few in the near future.

**12. Administrative Report by Staff:** There were no comments or discussion regarding the Administrative Report.

**13. Board Comment:** Barbara mentioned the pavement rehab is a great addition to the plant.

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

**15. Meeting adjourned 6:53 p.m.**

Approved by the Board of Trustees as presented on:

\_\_\_\_\_  
Date

By \_\_\_\_\_  
Ted Thran, District Secretary

## ***Agenda Item 7***

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### ***Highway 395 Sewer Rehabilitation***

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***Items in this Section Include:***

- ✓ ***RCI Letter for Q&D Agreement for HWY 395 Sewer Rehabilitation***



June 17, 2024

*Via email: [april@mgsdistrict.org](mailto:april@mgsdistrict.org)*

Ms. Barbara Smallwood, Chairman  
and Members of the Board of Trustees  
Minden Gardnerville Sanitation District  
P.O. Box 568  
Minden, Nevada 89423

**Re: Emergency Highway 395 Rehabilitation – Q & D Agreement**

Dear Ms. Smallwood:

This letter serves to follow up on the Emergency Highway 395 Rehabilitation project in advance of the NDOT mill & fill as discussed in the June MGSD board meeting. Since the NDOT timeframe for the mill & fill in the project area is less than a month away from being completed, eliminating our ability to do work in the right of way, MGSD had to proceed with the necessary rehabilitation work as an emergency action.

After coordination with NDOT and receiving the approval for the emergency work, Q&D Construction was solicited to provide an estimate to complete the work. A known and qualified source had to be pursued for this project, as there was not enough time to go out for a formal bid. Q & D has demonstrated that they are capable and efficient at completing this kind of work on recent MGSD rehabilitation efforts.

MGSD staff have authorized the attached Q & D quote of \$82,000.00 for the work to be completed immediately ahead of the NDOT project. The project includes mobilization/demobilization, rehabilitation of manhole G7-B1, UV lining 100 LF of 10" SS main, bypass pumping with temporary connection, heavy cleaning, NDOT encroachment permit, traffic control, and existing lateral connection into the newly lined main.

This letter is to keep you and the Board apprised of this work. We will discuss this further as an agenda item on our July Board agenda.

Please feel free to contact me at (775) 883-1600 with any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "Presley Cochran", is written over the typed name.

Presley Cochran for Bruce R. Scott, P.E.  
District Engineer

PC/ca

cc: Peter Baratti, MGSD District Manager  
Mark Bray, Q & D Construction, LLC, [mbray@qdconstruction.com](mailto:mbray@qdconstruction.com)  
Bill Peterson, Snell & Wilmer, L.L.P., [wpeterson@swlaw.com](mailto:wpeterson@swlaw.com)

Attachment: Q&D Additional 395 Rehabilitation Quote

**CARSON CITY**  
340 North Minnesota St.  
Carson City, NV 89703-4152  
(775) 883-1600 • fax: (775) 883-1656

**Engineering • Surveying • Water Rights  
Resources & Environmental Services**  
  
[www.rci-nv.com](http://www.rci-nv.com)

**LAKE TAHOE**  
276 Kingsbury Grade, Ste. 206, Stateline, NV  
PO Box 11796, Zephyr Cove, NV 89448-3796  
(775) 588-7500 • fax: (775) 589-6333

06/11/2024	10:53					
MB-024-141	MGSD - 395 LINER					
*** Bob Leone						
<u>BidItem</u>	<u>Description</u>	<u>Status - Rnd</u>	<u>Quantity</u>	<u>Units</u>	<u>Unit Price</u>	<u>Bid Total</u>
100	MOBILIZATION	U	1.000	LS	8,500.00	8,500.00
200	REHABILITATE MH G7-B1	U	1.000	LS	7,000.00	7,000.00
300	REHAB MH G7 G6		1.000	LS		
400	UV 10" SS MAIN	U	100.000	LF	250.00	25,000.00
500	BYPASS PUMPING W/ TEMPORARY CONNECTION	U	1.000	LS	12,000.00	12,000.00
600	HEAVY CLEANING	U	100.000	LF	50.00	5,000.00
700	NDOT ENCROACHMENT PERMIT	U	1.000	LS	1,500.00	1,500.00
800	TRAFFIC CONTROL	U	1.000	LS	6,500.00	6,500.00
900	EXISTING LATERAL CONNECTION INTO LINED MAIN	U	1.000	EA	16,500.00	16,500.00
					<u>Bid Total</u>	\$82,000.00

## ***Agenda Item 8***

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### ***MGSD Retiree Benefits***

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***Items in this Section Include:***

- ✓ ***Memorandum of Amendments to Revocable and Unfunded Post-Retirement Medical Benefit Plan***
- ✓ ***Revocable and Unfunded Post-Retirement Medical Benefit Plan***



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## MEMORANDUM

DATE: June 24, 2024

TO: MGSD Board of Trustees

FROM: April Burchett

SUBJECT: Changes to MGSD's Revocable and Unfunded Post-Retirement Medical Benefit Plan

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Just a bit more information for Item 8 on the July 2<sup>nd</sup> meeting agenda:

### History

- MGSD provided all paid medical, dental, vision, and life insurance benefits to all retirees who had at least 10 years of experience with MGSD and who retired from MGSD.
  - MGSD does not qualify for the State's benefits program for retirees
  - Pursuant to NRS 287.0205, MGSD must provide a medical plan that a retiree (and retiree's dependents) can join. MGSD does not have to pay for this coverage; it just has to be available to a retiree.
- In 2014, the Board of Trustees expressed concern about the future costs to the District if full coverage continued. The Plan was created to control costs to the District by modifying the benefits covered to existing retirees and employees who were hired with the expectation that retirement benefits would be provided.

### Plan Details

- Eligibility applied to retirees and employees of MGSD who were hired on or before October 1, 2014.
- Only medical benefits would be paid for by the District for retirees. The cost of dental, vision, and life insurance would be paid by the retiree.
- For retirees under the age of 65, medical benefits would be paid up to a certain amount, with the amount increasing from time to time due to cost increases. A couple years ago, the Board informally agreed with HR that the premium for a Silver Level PPO plan for the retiree only should be paid for by the District.

- For retirees 65 and over, MGSD would reimburse the premium amounts for Medicare Part B, Part B Supplement up to \$175 (this amount has been increased over time), and Part D up to the National Base Beneficiary Premium (which is currently \$34.70).
  - Direct reimbursement of premiums to the retiree is not considered income by the IRS

## Proposed Changes to the Plan and Reasons for Changes

### Changing the eligibility date from October 1, 2014 to June 30, 2029

#### Reasons for the Proposed Change:

1. Other area entities, such as Carson City and Washoe County offer medical benefits for retirees. With applicants being more aware of medical needs, it is sometimes difficult for HR to attract a better candidate. In addition, we want to retain the people we hire. I have heard from one employee that their plan is to work here for 10 or 15 years to establish certification then move to another entity for retirement benefits.
  - a. MGSD invests a significant amount of money in training and certification of employees and with the expertise of our current staff, it would be a blow to lose any of our employees.
  - b. Experienced employees tend to make fewer mistakes, resulting in lower repair costs to the District.
2. Because MGSD employs a small staff, it is estimated that there would never be more than 8 or 9 active retirees at any given time.
  - a. When the policy was implemented, there were 4 retirees
  - b. There are currently 7 retirees (including April), with 1 possible retiree being added within the next 5 years.
    - i. The age breakdown of our current retirees is as follows:
      1. 80+ = 1 retiree
      2. 70-80 = 2 retirees
      3. 60-70 = 4 retirees
3. When the policy was put into place in 2014, MGSD had 11 eligible employees. Three additional employees would be added. Currently, only 4 active employees are eligible for the Plan (see attached table).
4. MGSD's current staff takes great pride in the District, and are ready to come in at any emergency, as we witnessed last year. Recognition of their efforts and service by providing retirement benefits would speak volumes and improve their morale.



5. The cost to provide this is minimal. Currently, 4 to 5 retirees are covered under Medicare for the same cost as 1 older (age 50-60) regular employee. It would cost a bit more to cover a retired employee who is between 60-65. The current PERS retirement ages are:
- i. 5 years of service – age 65
  - ii. 10 years of service – age 62
  - iii. 30 years of service – any age
- b. The majority of employees would retire between the ages of 62 and 65, so MGSD would only have to pay for 3 years on the regular Hometown Health policy.
- c. The cost to provide this coverage over the past three years is as follows:

Fiscal Year	Total Benefits Cost	Retiree Cost	Percent of Total Cost
21-22	\$530,009	\$47,760	9%
22-23	\$538,107	\$52,679	10%
23-24	\$624,519 (Budget)	\$41,348 (projected)	8% (projected)

**Clarifying that coverage for retirees under the age of 65 would be provided for the Silver level PPO plan offered by MGSD**

- This would eliminate the staff’s need to request a change in the amount of coverage, while providing an efficient process for premium renewals

**Increasing the amount of the Part B Supplemental Plan to \$500 with an increase each year equal to the amount of the increase to MGSD’s health plans offered to regular employees**

- As our retirees age, the cost of their supplemental premiums increase as well. Again, it would be more efficient for staff to be able to process the premium reimbursement forms without having to schedule an increase to reimbursement amounts for a board meeting.





**Reviewing the Plan on a Regular Basis**

The Board’s past concerns regarding the ongoing expense to the District is well-founded, and I believe the Board should continue to monitor the cost of these benefits. My general idea is that the policy would remain in place, with a review by the Board every 5 years. This allows the Board to maintain discretion as to the future planning of the District’s finances, assessing the District’s financial needs and the number of staff and retirees. But this also helps HR to market MGSD as a premium employer in the area.

I appreciate your consideration of these changes, and I will be at the meeting to answer any questions you may have.



**RETIREEES PER YEAR  
2014-2024**

END FISCAL YR JUNE 30TH	RETIREEES		ACTIVE FT EMPLOYEES	EMPLOYEES ELIGIBLE for RETIREMENT MEDICAL BENEFITS	EMPLOYEES NOT ELIGIBLE
	UNDER 65	MEDICARE AGE			
10/1/2014	1	3	11	11	0
2014-2015	1	3	11	10	1
2015-2016	1	3	11	10	1
2016-2017	1	3	11	10	1
2017-2018	0	4	12	9	3
2018-2019	0	4	12	9	3
2019-2020	1	4	12	8	4
2020-2021	2	4	11	7	4
2021-2022	2	4	13	6	7
2022-2023	2	3	14	5	9
2023-2024	1	4	15	5	10
2024-2025	1	5	14	4	10

Adding 3 eligible employees from the start (10 years)



## **REVOCABLE AND UNFUNDED POST-RETIREMENT MEDICAL BENEFIT PLAN**

APPROVED: October 7, 2014

EXHIBIT 1 APPROVED: November 4, 2014

EXHIBIT 1 REVISED: January 3, 2017

EXHIBIT 1 REVISED: July 2, 2019

EXHIBIT 1 REVISED: April 1, 2021

EXHIBIT 1 REVISED: July 1, 2022

**PROPOSED REVISIONS: July 1, 2024**

Whereas, the Board of Trustees of the Minden Gardnerville Sanitation District (Board or MGSD) desires to provide for limited post-retirement medical benefits for eligible employees who retire from the District on terms and conditions set forth below;

Whereas, the Board of Trustees desires that such benefits be set forth in a Plan Document (Plan);

Whereas, the Board of Trustees as revoked and hereby affirms and confirms that it has revoked all previous Plans and/or arrangements for Post-Retirement medical benefits;

Whereas, the Board of Trustees is mindful of the financial obligations and risks imposed on the District's constituents in creating, maintaining or continuing such a Plan, and the need to therefore insure that the Plan does not provide for or create any legally enforceable rights to maintain or continue to maintain such Plan for any period of time, and the need to insure that there are no rights or claims to any vesting or legal entitlement to any Benefits hereunder regardless of eligibility for benefits, status of employment or retirement, or whether benefits have been provided or not, and to insure that such Plan can be amended or cancelled in its entirety as the Board of Trustees may determine in its discretion at any time, even if benefits are currently being paid under the Plan;

### **NOW THEREFORE**

**Whereas.** The Board of Trustees, at a duly noticed meeting of the Board of Trustees for October 7, 2014 adopted the following Revocable and Unfunded Post-Retirement Medical Benefit Plan



Revocable and Unfunded Post-Retirement  
Medical Benefit Plan (Rev. ~~July 1, 2022~~ **July 1, 2024**)

Page 1 of 6

## NOW THEREFORE

The Board of Trustees, at a duly noticed meeting of the Board of Trustees for July 2, 2024 amended the Revocable and Unfunded Post-Retirement Medical Benefit Plan as follows:

### ARTICLE I. PURPOSE

Minden Gardnerville Sanitation District, a political subdivision of the State of Nevada, organized and existing under and pursuant to Chapter 318 of the Nevada Revised Statutes adopts this Revocable and Unfunded Post-Retirement Medical Plan on October 7, 2014, **and amended effective July 1, 2024**, to provide a revocable and unfunded Plan to provide for Post-Retirement Medical Benefits to eligible retirees of the District as set forth on the terms and conditions below.

### ARTICLE II. COVERAGE AND DEFINITIONS

The Plan covers employees of the District who retire or have retired from the District and who are Eligible Employees who elect coverage under this Plan.

As used the following definitions apply:

1. Eligible Employee. An Eligible employee is: (1) an employee who has already retired from the District as of ~~October 1, 2014~~ **June 30, 2029** and is currently receiving post-retirement medical benefits from MGSD, or (2) (a) is an active employee who was employed by the District on or before ~~October 1, 2014~~ **July 1, 2029**, (b) remains in the employment of MGSD from the date of employment up to the date of retirement, (c) on the date of retirement is eligible for and retires from Nevada's Public Employee Retirement System, (d) obtained such eligibility while working for MGSD, (e) is an active full time employee of MGSD immediately prior to retirement, and (f) retires from MGSD. Under no circumstances are spouses or dependents, whether covered and eligible for benefits under any other plan established for active employees, shall be covered or entitled to any benefits under this Plan, nor is any employee covered whose employment commenced on or after ~~October 1, 2014~~ **July 1, 2029**.
2. Plan. Plan means this Revocable and Unfunded Post-Retirement Medical Plan.
3. Plan Administrator. Plan Administrator means the Board of Trustees, or, any person or entity serving in such capacity as may be appointed or removed by the Board from time to time, and in the event any such person or entity is not appointed or removed, the Board shall be the Plan Administrator.



4. Benefits. Benefits means the Benefits provided by this Plan to eligible employees who elect post-retirement medical benefits, as set forth in Exhibit 1 attached hereto, such Benefits to include medical benefits only, and not dental, vision or life insurance benefits or coverage.
5. Benefits. Payments for which a retiree obtaining benefits under the Plan, is eligible and entitled to benefits and coverage under the Plan, which benefits are set forth in Exhibit 1.
6. Plan Participants. Beneficiaries receiving benefits under the Plan referred to as a group.

### **ARTICLE III. PUBLICATION TO PARTICIPANTS AND BENEFICIARIES**

Each employee will be provided with this Plan document and upon request directed to the Plan Administrator by a Plan participant, copies of the Plan and related documents will be provided or made available for inspection and copying.

### **ARTICLE IV. SOURCE OF PAYMENT OF BENEFITS**

Benefits may be paid by the District directly and/or by insurance companies or any contractors selected by the Plan Administrator. The **entire cost of Benefits paid pursuant to the Plan will be borne by the District**, from its general fund or other funds available to it, or by any fund that the District may create, designate or allocate for this purpose, and no employee or beneficiary shall have any vested interest in, or any other interest (legal or equitable) in said fund, which the Board, in its sole and absolute discretion (if such fund exist), may use for any purpose whatsoever relating to the business of the District. All reasonable expenses properly incurred in the administration of the Plan will be paid by the District.

### **ARTICLE V. MANAGEMENT AND ADMINISTRATION**

The Plan Administrator will have authority to control and manage the operations and administration of the Plan having those powers and duties as are necessary and proper. The Plan Administrator will manage the Plan and may select persons to render advice with regard to the Plan Administrator responsibilities. The Plan Administrator may in its discretion delegate administrative responsibilities to a person or entity to act as Plan Administrator and may delegate responsibilities, including the above, to other employees of the District.

The Plan Administrator may select person to render advice with regard to their responsibilities and shall delegate to an officer or employee of the District, a written report to the Board at least annually, outlining actual and potential liabilities, and obtain the Board's approval for actions as appropriate.

Upon resolution by the Board, the Plan Administrator may grant additional general or specific authority to be delegated any officers or employees as may be specified to act on behalf of the Plan Administrator in carrying out any decision, directive or resolution of the Plan Administrator.



The Board of Directors may allocate fiduciary responsibility and designate others to carry out fiduciary responsibilities and in their discretion.

#### **ARTICLE VI. INTREPRETATION AND CLAIMS**

**Interpretation.** The Board will have full power and authority to determine all matters arising in the administration, interpretation and application of the Plan, not inconsistent with the provisions of the applicable law, and its interpretation and decisions will be final and conclusive, and will have full power and authority to delegate these matters to any insurance company or contractor providing administrative services or insurance coverage for the payment of Benefits, or to a Plan Administrator if it selects one. In the absence of any specific delegation, the Board retains such power and authority.

**Claims Procedure.** Insurers, or other contractors or any employees as may be selected by the Plan Administrator may be delegated responsibility for advising Participants of Benefits and methods for filing claims for Benefits, and explaining the reasons for any denials of claims for Benefits. Written notice will be sent to any Participant whose claim for Benefits has been denied. Within 30 days after receipt of notice, the Participant may request, in writing, a review of the denial by the Plan Administrator who will conduct a full and fair review within 30 days and send written notice of the conclusions to the Participant.

#### **ARTICLE VII. AMENDMENT**

The Board reserves the right pursuant to a duly adopted written resolution to discontinue the Plan, discontinue providing the payment of Benefits under the Plan, and to amend and/or to terminate the Plan at any time.

#### **ARTICLE VIII. ALIENATION OF BENEFITS**

No Benefit payable under the Plan will be subject to alienation, sale, transfer, assignment, pledge, attachment, garnishment, lien, levy or like encumbrance. No Benefit under the Plan will in any manner be liable for or subject to the debts or liabilities of any person entitled to Benefits under the Plan.



## **EXHIBIT 1**

### **1. BENEFITS FOR ELIGIBLE EMPLOYEES WHO HAVE ALREADY RETIRED FROM MGSD AND ARE OBTAINING RETIREE MEDICAL BENEFITS AS OF OCTOBER 1, 2014**

All Retirees in this category shall be entitled to continue any coverage for medical benefits currently provided to them (excluding Vision, Dental or Life Insurance Benefits which are not covered and will no longer be provided) at the same coverage level and reimbursement or contribution level or amount in existence as of October 1, 2014 until July 1, 2015 at which time they shall be entitled to either:

- a. Continue such coverage at their own cost and expense and without any contribution or reimbursement by MGSD for so long as such benefits are continued for active Employees of MGSD, and for so long as they continue to maintain such coverage in place, but shall not be entitled to resume or continue such coverage if they discontinue such coverage at any time.

OR

- b. Enroll in Medicare Parts A, B and/or D, and on presentation of premium payments or obligations for such Medicare payments to MGSD shall be entitled, within 14 days of such presentation, to payment and/or reimbursement of premiums in the following amounts:

Part B – 100% of the Medicare Part B Premium assessed to the Retiree

Part B Supplement – \$250 per month

Part D – The amount specified as the Part D National Base Beneficiary Premium, as revised from time to time by the Center for Medicare and Medicaid Services.

In the event of any dispute regarding the amount due for such payment or reimbursement, the District shall pay or reimburse such amount so as to avoid non-payment, but the dispute shall thereafter be submitted to the Board for final determination of such dispute, and in the event of overpayment by the District, such overpayment shall be recovered by MGSD by reducing the payment of premium reimbursement or contribution for the month following such determination.

### **2. BENEFITS FOR ELIGIBLE EMPLOYEES OTHER THAN EMPLOYEES COVERED UNDER PART ONE ABOVE**

- a. Eligible employees who retire before they become Medicare eligible up to the time they do become Medicare eligible

**Eligible employees in this category who retire before they become Medicare eligible shall be entitled to continue coverage under MGSD's health care plan (except for vision, dental and life insurance which shall not be covered) made available to MGSD's current**





active employees (if any such plans are maintained), and shall be entitled to reimbursement or contribution from MGSD in the amount of the premium charged for the Silver level PPO plan offered by the District.

b. Retirees who become Medicare eligible

Retirees receiving benefits under the Plan ~~before~~ after they become Medicare eligible as set forth in Part A above, and who become Medicare eligible thereafter, shall be entitled to either

- a. Continue such coverage at their own cost and expense and without any contribution or reimbursement by MGSD for so long as such benefits are continued for active Employees of MGSD, and for so long as they continue to maintain such coverage in place, but shall not be entitled to resume or continue such coverage if they discontinue such coverage at any time.

OR

- b. Enroll in Medicare Parts A, B and/or D, and on presentation of premium payments or obligations for such Medicare payments to MGSD shall be entitled, within 14 days of such presentation, to payment and/or reimbursement of premiums in the following amounts:

Part B – 100% of the Medicare Part B Premium assessed to the Retiree

Part B Supplement – ~~\$250 per month~~ \$500 per month, with a percentage increase each year equal to the average medical benefit percentage increase for plans offered to regular employees

Part D – The amount specified as the Part D National Base Beneficiary Premium, as revised from time to time by the Center for Medicare and Medicaid Services.

In the event of any dispute regarding the amount due for such payment or reimbursement, the District shall pay or reimburse such amount so as to avoid non-payment, but the dispute shall thereafter be submitted to the Board for final determination of such dispute, and in the event of overpayment by the District, such overpayment shall be recovered by MGSD by reducing the payment of premium reimbursement or contribution for the month following such determination.





## *Agenda Item 12*

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### *Administrative Report by Staff*

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*Items in this Section Include:*

- ✓ *Administrative Staff Report for June 2024*



**Minden Gardnerville Sanitation District**  
**Administrative Staff Report**  
**July 2, 2024**

Report by: April Burchett, Jessica Kneefel, and Haley Mosegard

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**STAFF ITEMS:**

- Peter, Jessica, and Andrew met with Minden Mill Distillery to go over the sampling reports they have sent to MGSD for the past year.

**INTERESTING TIDBITS:**

- The largest wastewater treatment plant in the U.S is the Stickney Water Reclamation Plant which treats, on average, 700 MGD but has the capacity to treat 1.4 billion gallons per day.

**OFFICIAL ITEMS:**

- As a reminder, April's Retirement Party will be July 12<sup>th</sup> at 12:00 pm. Email Haley or Jessica with any questions.

**UPCOMING ITEMS:**

- Preparing to instate COLA and the new standby pay in our accounting software.

**HR TRENDING ISSUES:**

- **Heatwaves:** Several states across the country have been experiencing record highs and it is important to remember to drink plenty of water and to not overexert yourself. Heat exhaustion and other heat related problems can have a significant impact on your health so it is important to take the proper steps to ensure a safe work environment.

**THINGS KEEPING US BUSY RIGHT NOW:**

- The billing will be sent out, so we are preparing for an uptick in calls or emails regarding customers who want to pay their bill.