



Board of Trustees
Minutes of Regular Meeting
Tuesday, January 7, 2025
6:00 P.M. | Board Room
Minden-Gardnerville Sanitation District
1790 Hwy. 395
Minden, Nevada

Board Members Present:

Ted Thran
Sondra Condon
Chris Shorten
Michele Wagner
Dan Griffith

Board Members Absent:

None

Staff Members Present:

Peter Baratti
Cliff Simpson
Jessica Kneefel
LaVonne Ghanavati
Haley Mosegard
Bruce Scott

Staff Members Absent:

Bill Peterson

Others Present: Greg Reed

1. Meeting called to order at 6:00 p.m. by Ted Thran.

2. Public Comment:

3. Election of Board Officers: Trustee Condon nominated Ted Thran for Chairman for 2025 which was unanimously approved. Trustee Condon nominated Chris Shorten for Vice Chairman for 2025 which was unanimously approved. Chris Shorten nominated Haley Freeman for Secretary, which was unanimously approved. Dan Griffith nominated Ted Thran for Treasurer which was unanimously approved.

4. Schedule of Regular Board Meetings: The Board discussed changing the time of the Regular Board meetings.

Motion: To change the time of future Regular Board meetings from 6:00pm to 5:00pm.

Made by: Dan Griffith

Seconded by: Sondra Condon

Vote: Motion carried.

Ayes: Thran, Condon, Wagner, Shorten, Griffith

Nays: None

Abstain: None

Absent: None

5. District Manager's Report: Cliff Simpson reported that Lochan KC passed his Maintenance Level I exam, and Joe Church has completed his GIS course at UNR. He also reported Chipotle is getting ready to tie in. Peter Baratti reported that the Douglas County Judicial Building is getting ready to tie in as well after RO Anderson sends over the plans.

Vice Chairman Shorten commented that he was glad to see the District exploring alternative polymer vendors since the cost has continued to increase.



6. Claims Review and Approval: Trustee Condron asked what the sniffer was, and Cliff replied it was for the District's confined space entry, and is an atmospheric tester for gas which the District sends down into any space that the operators may need to enter.

Trustee Condron asked what the E2C line was for and Haley Freeman replied it was for the new SCADA system, and clarified it was a capital expense. Peter Baratti added that the District is trying to create a new SCADA system that can be maintained and managed by the District's own IT professionals rather than spending the exponential amount that Tesco quoted the District.

Motion: To approve the claims received for November, 2024 in the amount of \$127,474.76 and the payroll-related expenses paid during November, 2024 in the amount of \$157,190.47

Made by: Chris Shorten

Seconded by: Sondra Condron

Vote: Motion carried.

Ayes: Thran, Condron, Wagner, Shorten, Griffith

Nays: None

Abstain: None

Absent: None

7. Minutes of December 3rd, 2024 Regular Board Meeting: There were no comments or discussion regarding the December 3rd regular Board Meeting.

Motion: To approve the minutes of the December 3rd Regular Board Meeting.

Made by: Sondra Condron

Seconded by: Chris Shorten

Vote: Motion carried.

Ayes: Thran, Condron, Shorten

Nays: None

Abstain: Wagner, Griffith

Absent: None

8. Attorney-Client Conference: Bill Peterson was not present at the meeting. Peter Baratti reported that Bill had reached out to the District to coordinate his contract documents per the request from NIFS for the Pineview project. Peter also reported that only one contractor put in a bid for the project for 15 million dollars, which was 3 million dollars over the proposed project cost.

Trustee Condron asked if the Pineview residents would be billed by MGSD when the project was completed, and Bruce Scott and Staff confirmed they would be billed likely under their HOA which would then be billed by MGSD.



9. Engineer's Report: Bruce Scott reported that they were working on a CMAR for work on one of the interceptor lines. He said that he would have a progress report for the Board at the February meeting, and would also ask if there were any members of the Board that would like to review the responses of the CMAR contract at the March meeting.

Bruce also reported that Bently is proposing a master plan amendment and zone change for a housing/commercial development along Muller Lane. He is expecting the District to see further information on that project soon.

Discussion followed regarding lift stations.

Greg Reeg commented that GRGID has 4 lift stations and that they have an additional charge to the residents that are served by their wet well.

10. Administrative Report by Staff: Haley Freeman reported that the District auditors asked Staff to get clarification on some items from the Financial Statements. The Board scheduled a special meeting for 1/24/25 to discuss those items.

Trustee Shorten asked about the Designation of Auditor and Haley stated they were required to designate an auditor every year which gets reported back to the Department of Taxation.

Trustee Condrón asked about Boxing Day. Discussion followed regarding whether or not the District should adopt Boxing Day as a holiday. The Board agreed that the District be allowed to take off Boxing Day for 2025 only.

Trustee Condrón asked why the District Manager's review was scheduled for February instead of the usual date of March or April. Haley Freeman stated that a February review worked well for the Staff schedule since March and April are typically full for working on the District's upcoming budget deadline in May. The Board agreed to have the District Manager's annual review in March.

11. Board Comment: Vice Chairman Shorten welcomed the new Board members.

12. Public Comment: Bruce Scott commented he is available to the new Trustees for assistance should they need it.

13. Meeting adjourned 7:20 p.m.

Approved by the Board of Trustees as presented on:

Date

By _____
Haley Freeman, District Secretary