



Board of Trustees  
Minutes of Regular Meeting  
Tuesday, March 4, 2025  
5:00 P.M. | Board Room  
Minden-Gardnerville Sanitation District  
1790 Hwy. 395  
Minden, Nevada

**Board Members Present:**

Ted Thran  
Dan Griffith  
Chris Shorten  
Sondra Condrón

**Board Members Absent:**

Michele Wagner

**Staff Members Present:**

Peter Baratti  
Jessica Kneefel  
LaVonne Ghanavati  
Bruce Scott

**Staff Members Absent:**

Haley Freeman  
Cliff Simpson  
William Peterson

**Others Present:** Greg Reed

**1. Meeting called to order at 5:03 p.m. by Chris Shorten.**

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

**3. District Manager's Report:** Peter expanded on how the concrete rehabilitation is going out to bid this week and what it will take to get the project to kick off. He also explained what will be done in house before the contractors come in to do the rehabilitation work. Trustee Condrón asked what service we paid HDR for in the amount of \$48,242.33. Peter explained the services HDR provides and that the amount was for their work toward the concrete rehab project. Peter talked about the Galeppi Land Application Permit that was renewed with us, and how Jill Sutherland from RCI was instrumental in tightening up the language and expectations within the permit.

**4. Chairman's Comment:** Chairman Thran apologized for being late. He had no further comment.

**5. Claims Review and Approval:** Trustee Condrón asked about the progress of the Co-gen. Peter said that MGSD is prepping the area for the new breaker and switchgear so the Co-gen will be back online in the next couple of months. Trustee Shorten had a couple of questions regarding purchases from AVEVA, Hajoca, and Battleborn Autobody. Peter explained that the AVEVA purchase was for the SCADA software, and the purchases from Hajoca were specialty tools used for a recent project. The service from Battleborn Autobody was for the Jeep as it had received damage from a car accident. The Board asked if the employee involved was ok, and Peter said the employee was doing well. The board asked if MGSD would be reimbursed for the costs of car repair. Peter and LaVonne said that the District would be reimbursed, but said they would check with the insurance company to reaffirm that.

**Motion: To approve the claims received for January, 2025 in the amount of \$177,802.26 and the payroll-related expenses paid during February, 2025 in the amount of \$183,328.31.**

Made by: Chris Shorten

Seconded by: Sondra Condrón

**Vote: Motion carried.**

Ayes: Shorten, Condrón, Griffith, Thran

Nays: none

Abstain: none

Absent: Wagner



**6. Minutes of February 4<sup>th</sup>, 2025 Regular Board Meeting:**

**Motion: To approve the minutes of the February 4, 2025 Regular Board Meeting [with the noted corrections.]**

Made by: Chris Shorten

Seconded by: Dan Griffith

**Vote: Motion carried.**

Ayes: Shorten, Condrón, Griffith, Thran

Nays: none

Abstain: none

Absent: Wagner

**7. Designation of Auditor:** The board asked what is necessary to for this item. Peter and LaVonne said we were hoping to receive a letter from Nikki about being our auditor. There was discussion on whether we needed a contract with an auditor to submit to the Department of Taxation. Chairman Thran suggested that a contract was not necessary and that MGSD only needed written proof from the auditor saying that they would be MGSD's auditor for the next fiscal year. The board came to a consensus that Casey Neilon would be our auditor for this next fiscal year.

**Motion: To designate Casey Neilon as auditor for the FY ending June 30, 2025.**

Made by: Sondra Condrón

Seconded by: Dan Griffith

**Vote: Motion carried.**

Ayes: Condrón, Griffith, Shorten, Thran

Nays: none

Abstain: none

Absent: Wagner

**8. CMAR Contract Award:** Bruce Scott explained how the interviews went for the CMAR and recommended to award Q&D Construction the CMAR Contract. He then went on to explain the process of engaging with Q&D in developing the contract (if board approved at this meeting) and why a CMAR is necessary for this project. Peter added on his impressions of Q&D Construction and their thoroughness of their research for this project.

**Motion: To award the Hwy 395/SR88 line rehabilitation CMAR Contract to Q&D Construction, and to cooperatively develop a construction contract to determine the cost.**

Made by: Dan Griffith

Seconded by: Chris Shorten

**Vote: Motion carried.**

Ayes: Griffith, Shorten, Condrón, Thran

Nays: none

Abstain: none

Absent: Wagner



**9. MGSD FY 25-26 Tentative Budget Meeting and Public Hearing Dates:**

**Motion:** A. Motion to schedule the meeting date for the Tentative Budget Meeting for April 8, 2025 at 12:00 pm.  
B. Motion to schedule the hearing date for FY 25-26 Budget Hearing for May 20, 2025 at 12:00 pm.

Made by: Sondra Condrón  
Seconded by: Chris Shorten

**Vote: Motion carried.**

Ayes: Condrón, Shorten, Griffith, Thran  
Nays: None  
Abstain: None  
Absent: Wagner

**10. District Manager Review:** Trustee Griffith mentioned that Peter overall scored an 'Exceed Expectations' and that it can cause a hardship on MGSD if Peter were to be replaced. He suggested to give Peter a 10% raise. Trustee Shorten commented that Peter was doing a great job and agreed with Trustee Griffith and he thanked Haley for making the compensation comparison survey. Trustee Condrón appreciates all the hard work Peter puts in and appreciates how he trains his employees to eventually take over the district. She then asked how much the 10% increase would be. Trustee Shorten calculated the amount and further calculated what a 20% increase would be. Trustee Thran commented that other GIDs and entities were struggling to retain employees and how expensive it would be to replace Peter since he has a great amount of knowledge. Peter explained (based on the comparison) on what the responsibilities of each GID has. He then went on to explain the potential growth of each GID and how it compares to MGSD. Peter commented that he greatly enjoys working for the district and he is thankful for the board for giving their trust to him to ensure that the District is running smoothly. The board approved a 20% increase as well as a 2.5% COLA.

**Motion:** To approve the renewal of the employment contract for Peter V Baratti as District Manager for one calendar year, and to grant a salary increase of 20% in addition to a cost-of-living increase of 2.5% (optional)

Made by: Sondra Condrón  
Seconded by: Chris Shorten

**Vote: Motion carried.**

Ayes: Condrón, Shorten, Griffith, Thran  
Nays: none  
Abstain: none  
Absent: Wagner

**11. Attorney-Client Conference:** Bill Peterson was not present.

**12. Engineer's Report:** Bruce Scott commented that the board should be proud of Peter and the culture he brings to the District.

**13. Administrative Report by Staff:** Jessica asked if the board could sign the evaluation form for the District Manager Review. Trustee Griffith asked when he and Trustee Wagner could have their photos taken for the Trustee wall. It was agreed to schedule it for the spring and that further details will be discussed with admin staff.



**14. Board Comment:** Trustee Griffith wanted to know when a good time would be to do a plant tour and possibly a district tour. The board agreed and it was decided to discuss the dates at a future meeting.

**15. Public Comment:** No public comment.

**16. Meeting adjourned 6:33 p.m.**

Approved by the Board of Trustees as presented on:

4/1/2025

Date

By Haley Freeman  
Haley Freeman, District Secretary