



NOTICE OF REGULAR MEETING
TUESDAY, February 3, 2026 5:00 PM.
BOARD ROOM, MGSD TREATMENT PLANT,
1790 HWY. 395, MINDEN, NV 89423

Wastewater Treatment for a Healthy Community and Environment

“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. Chairman’s Comment – Discussion Only, Not For Possible Action

- Discussion may include comments and/or status of projects not covered under an 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 action item)

4. 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.

5. Claims Review and Approval – For Possible Action

- Review and Approval of Bills Paid and Claims Received for December 2025.

6. Minutes Approval – For Possible Action

- Approval of Minutes from the January 6, 2026 Regular Board Meeting.

7. Designation of Auditor – For Possible Action

- Designation of Auditor for FY ending June 30, 2026

8. Continued Item - Digester #1 Cleaning – For Possible Action

- Discussion and possible action to augment the District’s budget to accommodate the cleaning of Digester #1.

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. Administrative Report by Staff – For Possible Action

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

12. Board Comment – Discussion Only, Not For Possible Action

- Discussion may include comments and/or status of projects not covered under an 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 action item)

13. 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.

14. ADJOURNMENT

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.mgsdistrict.org or can be requested from the Minden-Gardnerville Sanitation District Office located at 1790 Hwy. 395, Minden, NV 89423, by calling Haley Freeman or Jessica Kneefel at (775) 782-3546, or by email at Staff@mgsdistrict.org or at haley@mgsdistrict.org or at jessica@mgsdistrict.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>

PLEASE DO NOT REMOVE UNTIL: 2/04/2026

MINDEN-GARDNERVILLE
ACCOUNT SUMMARY STATEMENT
For the Six Months Ending, December 31, 2025

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
Payroll Account													
Balance 1st of Month	\$ 54,990.52	\$ 33,621.07	\$ 55,383.01	\$ 41,797.45	\$ 19,077.98	\$ 39,112.32		\$ -	\$ -	\$ -	\$ -	\$ -	
Transfer from Checking	\$ 150,000.00	\$ 250,000.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00							\$ 1,000,000.00
Interest	\$ 74.12	\$ 112.15	\$ 64.50	\$ 55.08	\$ 48.28	\$ 40.77							\$ 394.90
	\$ -												\$ -
Payroll Expenses	\$ (171,443.57)	\$ (228,350.21)	\$ (163,650.06)	\$ (172,774.55)	\$ (130,013.94)	\$ (202,204.16)							\$ (1,068,436.49)
Balance Last day of Month	\$ 33,621.07	\$ 55,383.01	\$ 41,797.45	\$ 19,077.98	\$ 39,112.32	\$ (13,051.07)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
LGIP POOL Account													
Balance 1st of Month	\$ 1,266,139.62	\$ 1,232,113.01	\$ 1,236,645.39	\$ 1,236,645.39	\$ 1,245,594.14	\$ 1,249,994.51		\$ -	\$ -	\$ -	\$ -	\$ -	
Transfer from Checking			Interest Not Available										
Interest Earned	\$ 4,556.71	\$ 4,532.38	\$ -	\$ 8,948.75	\$ 4,400.37	\$ 4,194.50							\$ 26,632.71
ARRA Payment	\$ (38,583.32)												\$ (38,583.32)
Transfer to Other Accounts													
Balance Last day of Month	\$ 1,232,113.01	\$ 1,236,645.39	\$ 1,236,645.39	\$ 1,245,594.14	\$ 1,249,994.51	\$ 1,254,189.01	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
ARRA Bond Restricted													
Balance 1st of Month	\$ 94,454.92	\$ 94,795.00	\$ 95,143.85	\$ 95,143.85	\$ 95,832.63	\$ 96,171.32		\$ -	\$ -	\$ -	\$ -	\$ -	
Transfer from Other Accounts			Interest Not Available										\$ -
Interest Earned	\$ 340.08	\$ 348.85	\$ -	\$ 688.78	\$ 338.69	\$ 322.85							\$ 2,039.25
Transfer to Other Accounts													
Balance Last day of Month	\$ 94,795.00	\$ 95,143.85	\$ 95,143.85	\$ 95,832.63	\$ 96,171.32	\$ 96,494.17	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
MEEDER Investments													
Balance 1st of Month	\$ 5,647,337.54	\$ 5,667,661.93	\$ 5,687,969.33	\$ 5,707,894.51	\$ 5,728,225.71	\$ 5,748,007.23		\$ -	\$ -	\$ -	\$ -	\$ -	
Earned on Investments	\$ 21,191.98	\$ 21,174.84	\$ 20,792.84	\$ 21,164.53	\$ 20,684.13	\$ 21,223.53	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 126,231.85
Net Realized Gain/Loss													
Investment Fund Fees	\$ (867.59)	\$ (867.44)	\$ (867.66)	\$ (833.33)	\$ (902.61)	\$ (868.12)							\$ (5,206.75)
Transfer to Other Accounts													
Balance Last day of Month	\$ 5,667,661.93	\$ 5,687,969.33	\$ 5,707,894.51	\$ 5,728,225.71	\$ 5,748,007.23	\$ 5,768,362.64	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Petty Cash													
Balance 1st of Month	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00		\$ -	\$ -	\$ -	\$ -	\$ -	
Expenses													\$ -
Reimbursements													\$ -
Balance Last day of Month	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL CASH ALL ACCOUNTS	\$ 12,041,822.85	\$ 12,299,122.28	\$ 12,232,369.72	\$ 12,954,861.17	\$ 12,971,976.41	\$ 13,068,819.30	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total Interest All Accounts	\$ 43,048.73	\$ 43,176.12	\$ 38,528.58	\$ 48,250.79	\$ 43,897.29	\$ 43,954.45	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 260,653.96

MINDEN-GARDNERVILLE
ACCOUNT SUMMARY STATEMENT
For the Six Months Ending, December 31, 2025

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
Line # General Account													
1 Balance 1st day of Month	\$ 34,125.79	\$ (3,624.51)	\$ (15,550.11)	\$ (36,256.54)	\$ (10,561.37)	\$ 1,210.91		\$ -	\$ -	\$ -	\$ -	\$ -	
2 Cash Receipts													
3 User Fees	\$ 336,951.05	\$ 347,908.86	\$ 32,247.45	\$ 514,074.80	\$ 333,752.19	\$ 184,371.63							\$ 1,749,305.98
4 Connection Fees													\$ -
5 Capacity Fees	\$ 2,288.00	\$ 29,655.85	\$ 9,451.75	\$ 237,348.75	\$ 1,316.00	\$ 35,312.00							\$ 315,372.35
6 Permit Fee Income													\$ -
7 Acreage Fees/Annexation Fee													\$ -
8 Consolidated Tax (SCCRT)	\$ 11,221.62	\$ 11,221.62	\$ 11,221.62	\$ 22,443.24	\$ 11,221.62	\$ 11,221.62							\$ 78,551.34
9 Ad Volorem	\$ 464.52	\$ 29,120.36		\$ 220,066.43	\$ 106,730.16	\$ 10,119.23							\$ 366,500.70
10 Pass-Through Reimbursement	\$ 8,848.75			\$ 3,986.25									\$ 12,835.00
11 Pineview Pass-Through				\$ 698,528.40		\$ 815,298.31							\$ 1,513,826.71
12 GRGID	\$ -	\$ 160,414.97	\$ 117,468.00			\$ 125,475.60							\$ 403,358.57
13 Health Ins Reimbursement	\$ 83.47	\$ 83.47	\$ 83.47		\$ 166.94	\$ 83.47							\$ 500.82
14 Finance Charge Increase/(Decrease) Accrued													\$ -
15 Wells Fargo Investment Interest	\$ 16,883.84	\$ 17,007.90	\$ 17,671.24	\$ 17,393.65	\$ 18,225.82	\$ 18,172.80							\$ 105,355.25
17 Total Cash Receipts	\$ 376,741.25	\$ 595,413.03	\$ 408,734.61	\$ 1,713,841.52	\$ 635,968.19	\$ 1,200,054.66	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,930,753.26
18													
19 Cash Paid Out													
20 Capital Expenses	\$ 6,600.00	\$ 4,000.00	\$ 48,796.50	\$ 11,027.00	\$ 179,572.78	\$ 39,798.00							\$ 289,794.28
21 Plant Expenses	\$ 69,222.32	\$ 56,681.78	\$ 36,226.17	\$ 77,510.23	\$ 74,549.29	\$ 41,861.54							\$ 356,051.33
22 Collections Expenses	\$ 2,217.88	\$ 3,976.60	\$ 1,263.15	\$ 1,045.00	\$ 1,694.86	\$ 1,194.21							\$ 11,391.70
23 Lab Expenses	\$ 4,311.08	\$ 1,472.50	\$ 1,972.00	\$ 1,748.18	\$ 1,801.11	\$ 4,915.07							\$ 16,219.94
24 Reservoir/Effluent Expenses	\$ 86.56	\$ 711.69	\$ 1,567.81	\$ 1,134.93	\$ 1,790.77	\$ 155.37							\$ 5,447.13
25 General & Administrative	\$ 30,267.41	\$ 33,342.81	\$ 23,039.66	\$ 28,823.63	\$ 47,078.85	\$ 37,635.42							\$ 200,187.78
Payroll-Related Expenses				\$ 20,621.38									\$ 20,621.38
Pineview Pass-Through				\$ 698,528.40		\$ 815,298.31							\$ 1,513,826.71
Professional Fees	\$ 1,786.30	\$ 7,153.25	\$ 16,575.75	\$ 9,577.00	\$ 17,708.25	\$ 3,369.12							\$ 56,169.67
Total Expenses	\$ 114,491.55	\$ 107,338.63	\$ 129,441.04	\$ 850,015.75	\$ 324,195.91	\$ 944,227.04	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,469,709.92
Prepaid Claims Increase/(Decrease)													\$ -
Accrued Expenses	\$ -												\$ -
Transfer to Other Accounts (Decrease)	\$ (150,000.00)	\$ (250,000.00)	\$ (150,000.00)	\$ (150,000.00)	\$ (150,000.00)	\$ (150,000.00)							\$ (1,000,000.00)
Wells Fargo Investment Sweep	\$ 5,016,756.35	\$ 5,239,030.81	\$ 5,186,645.06	\$ 5,876,192.08	\$ 5,836,980.12	\$ 6,005,286.02							

CHECK REGISTER - GENERAL
12/1/25 - 12/31/25

Line #	Payment Date	Vendor Check Name	ACH/Check #	Invoice Number	GL Account Number	GL Account Name	Transaction Description	Check Amount
1	12/2/2025	Chevron and Texaco Business Card Services	EFT-12/2/25-01	108725635	51500-010	Truck & Auto Expense	Fuels	\$ 37.66
2	12/2/2025	CINTAS	EFT-12/2/25-01	5296262604	50300-010	Safety Equipment & Supplies	First Aid Supplies	\$ 18.20
3	12/2/2025	Flyers Energy, LLC	EFT-12/2/25-02	CFS-4439163	51500-010	Truck & Auto Expense	Fuels	\$ 284.33
4	12/2/2025	GRAINGER	EFT-12/2/25-03	9669860158	50600-010	Repairs & Maintenance	Repairs and Maintenance	\$ 197.07
5	12/2/2025	GRAINGER	EFT-12/2/25-03	9669860133	50300-010	Safety Equipment & Supplies	Eyewash Station - OSHA	\$ 1,401.35
6	12/2/2025	Halliday Products	EFT-12/2/25-04	120947	50300-010	Safety Equipment & Supplies	Clarifier Grates - OSHA	\$ 2,419.00
7	12/2/2025	Peterbilt	EFT-12/2/25-05	DE-02887 - 2	16600-050	Semi Truck	Upgraded Steel /Body	\$ 6,428.00
8	12/2/2025	POWER & CONTROL SOLUTIONS, INC.	EFT-12/2/25-06	1653	50600-020	R&M Main Breaker Failure Repair Costs	Breaker Failure Repair & Maint	\$ 1,140.00
9	12/2/2025	POWER & CONTROL SOLUTIONS, INC.	EFT-12/2/25-06	1651	50600-020	R&M Main Breaker Failure Repair Costs	Breaker Failure Repair & Maint	\$ 800.00
10	12/2/2025	POWER & CONTROL SOLUTIONS, INC.	EFT-12/2/25-02	1654	50600-010	Repairs & Maintenance	Repairs and Maintenance	\$ 4,400.00
11	12/2/2025	RESOURCE CONCEPTS, INC.	EFT-12/2/25-07	25-1488	71200-010	Engineering	District Business	\$ 2,231.25
12	12/2/2025	RESOURCE CONCEPTS, INC.	EFT-12/2/25-07	25-1489	55100-010	Reservoir Repairs & Maintenance	Effluent	\$ 1,707.50
13	12/2/2025	RESOURCE CONCEPTS, INC.	EFT-12/2/25-07	25-1491	71200-010	Engineering	CMAR Contract	\$ 3,398.75
14	12/2/2025	RESOURCE CONCEPTS, INC.	EFT-12/2/25-07	25-1492	71200-010	Engineering	Plan Review Justice Center	\$ 240.00
15	12/2/2025	RESOURCE CONCEPTS, INC.	EFT-12/2/25-07	25-1497	71200-010	Engineering	Plan Review Minden Boat & RV	\$ 2,278.75
16	12/2/2025	RESOURCE CONCEPTS, INC.	EFT-12/2/25-07	25-1498	71200-010	Engineering	Plan Review Martin Creek	\$ 367.50
17	12/2/2025	RESOURCE CONCEPTS, INC.	EFT-12/2/25-07	25-1490	71200-010	Engineering	Plan Review MonteVista	\$ 572.50
18	12/2/2025	RESOURCE CONCEPTS, INC.	EFT-12/2/25-07	25-1493	71200-010	Engineering	Bently Muller Zone Change	\$ 1,992.50
19	12/2/2025	RESOURCE CONCEPTS, INC.	EFT-12/2/25-07	25-1494	71200-010	Engineering	Heybourne Storm/Sewer Exten	\$ 1,127.50
20	12/3/2025	A n C Precision Machining, Inc	6119	9614G	50600-010	Repairs & Maintenance	Repairs and Maintenance	\$ 250.00
21	12/3/2025	BENTLY RANCH	6114	213831	50800-010	Sludge Removal	Biosolids	\$ 276.92
22	12/3/2025	DTS	6120	17113	71500-010	IT/Tech Professional Services	IT Services	\$ 952.00
23	12/3/2025	JOANA PEREZ	6121	957027	64330-010	Cleaning & Kitchen Supplies	Cleaning Services	\$ 650.00
24	12/3/2025	Komline-Sanderson	6115	42064488	50600-010	Repairs & Maintenance	Belt Press Sensor	\$ 2,488.04
25	12/3/2025	Micronics Engineered Filtration	6116	F000026843	50600-010	Repairs & Maintenance	Belts for Belt Press	\$ 1,903.78
26	12/3/2025	NDEP	6122	120125	50700-010	Other Plant Expense	Wastewater Cert Renewal	\$ 110.00
27	12/3/2025	NUSYSTEMS, INC.	6117	23266	50500-010	Utilities	Annual Alarm Monitoring Fee	\$ 482.52
28	12/3/2025	THE PARTS HOUSE	6123	221667	50600-010	Repairs & Maintenance	Repairs and Maintenance	\$ 207.99
29	12/3/2025	TOWN OF MINDEN	6124	120125	50500-010	Utilities	Water and Trash Service	\$ 649.61
30	12/3/2025	WESTERN NEVADA SUPPLY	6118	102031709	50600-010	Repairs & Maintenance	Repairs and Maintenance	\$ 3.61
31	12/8/2025	Flyers Energy, LLC	EFT-12/8/25-01	CFS-4452901	51500-010	Truck & Auto Expense	Fuels	\$ 140.35
32	12/8/2025	Hajoca Corporation	EFT-12/8/25-02	S014702586	50600-010	Repairs & Maintenance	Repairs and Maintenance	\$ 93.83
33	12/8/2025	HOME DEPOT CREDIT SERVICES	EFT-12/8/25-03	8561465	50600-010	Repairs & Maintenance	Repairs and Maintenance	\$ 3.85

CHECK REGISTER - GENERAL

12/1/25 - 12/31/25

Line #	Payment Date	Vendor Check Name	ACH/Check #	Invoice Number	GL Account Number	GL Account Name	Transaction Description	Check Amount
34	12/8/2025	HOME DEPOT CREDIT SERVICES	EFT-12/8/25-03	5015302	50600-010	Repairs & Maintenance	Repairs and Maintenance	\$ 40.24
35	12/8/2025	HOME DEPOT CREDIT SERVICES	EFT-12/8/25-03	9010044	50600-010	Repairs & Maintenance	Repairs and Maintenance	\$ 38.69
36	12/8/2025	HOME DEPOT CREDIT SERVICES	EFT-12/8/25-03	8141169	50600-010	Repairs & Maintenance	Repairs and Maintenance	\$ 94.26
37	12/8/2025	SILVER STATE ANALYTICAL LABS, INC.	EFT-12/8/25-04	RN336315	52400-010	Lab Testing	Lab Analysis	\$ 43.00
38	12/8/2025	SILVER STATE ANALYTICAL LABS, INC.	EFT-12/8/25-04	RN336298	52400-010	Lab Testing	Lab Analysis	\$ 72.00
39	12/8/2025	SILVER STATE ANALYTICAL LABS, INC.	EFT-12/8/25-04	RN336297	52400-010	Lab Testing	Lab Analysis	\$ 72.00
40	12/8/2025	Spectrum Business	EFT-12/8/25-05	0157628112725	64400-010	Telephone	Internet	\$ 398.93
41	12/8/2025	TESCO CONTROLS, INC.	EFT-12/8/25-06	0087106-IN	50600-010	Repairs & Maintenance	Boiler Service/Repair	\$ 1,237.50
42	12/8/2025	Thatcher Company of Nevada, Inc.	EFT-12/8/25-07	2025400105736	50400-010	Processing Chemicals	Chemicals	\$ 9,146.87
43	12/8/2025	Warren Averett Technology Group, LLC	EFT-12/8/25-08	82844	65310-010	Software Services	Office 365	\$ 150.00
44	12/8/2025	Warren Averett Technology Group, LLC	EFT-12/8/25-08	82714	65310-010	Software Services	Azure Usage	\$ 1,536.92
45	12/8/2025	Warren Averett Technology Group, LLC	EFT-12/8/25-08	82948	71500-010	IT/Tech Professional Services	Out of Scope	\$ 1,747.50
46	12/10/2025	BENTLY RANCH	6125	213848	50800-010	Sludge Removal	Biosolids	\$ 325.36
47	12/10/2025	Charter Communications	6126	218924901120125	64400-010	Telephone	Fiber COAX Line	\$ 699.00
48	12/10/2025	DXP Enterprises	6127	55527120	50600-010	Repairs & Maintenance	Repairs and Maintenance	\$ 302.32
49	12/10/2025	LaVonne Ghanavati	6128	121025	64700-010	Travel & Per Diem	Travel Expense Reimbursement	\$ 461.39
50	12/10/2025	Frontier	ACH-12/10/25-01	251201	64400-010	Telephone	Cogen Monitoring Line	\$ 108.82
51	12/10/2025	LEAF	ACH-12/10/25-02	19440277	65300-010	Office Equipment/Hardware	Copier Lease	\$ 407.28
52	12/10/2025	THE PARTS HOUSE	6129	222043	50600-010	Repairs & Maintenance	Repairs and Maintenance	\$ 33.14
53	12/10/2025	SILVER STATE ANALYTICAL LABS, INC.	ACH-12/10/25-03	RN336648	52400-010	Lab Testing	Lab Analysis	\$ 100.00
54	12/10/2025	SILVER STATE ANALYTICAL LABS, INC.	ACH-12/10/25-03	RN336647	52400-010	Lab Testing	Lab Analysis	\$ 66.00
55	12/10/2025	SILVER STATE ANALYTICAL LABS, INC.	ACH-12/10/25-03	RN336587	52400-010	Lab Testing	Lab Analysis	\$ 43.00
56	12/10/2025	SILVER STATE ANALYTICAL LABS, INC.	ACH-12/10/25-03	RN336565	52400-010	Lab Testing	Lab Analysis	\$ 72.00
57	12/10/2025	SILVER STATE ANALYTICAL LABS, INC.	ACH-12/10/25-03	RN336564	52400-010	Lab Testing	Lab Analysis	\$ 72.00
58	12/10/2025	SILVER STATE ANALYTICAL LABS, INC.	ACH-12/10/25-03	RN336806	52400-010	Lab Testing	Lab Analysis	\$ 72.00
59	12/10/2025	SILVER STATE ANALYTICAL LABS, INC.	ACH-12/10/25-03	RN336805	52400-010	Lab Testing	Lab Analysis	\$ 72.00
60	12/10/2025	SILVER STATE ANALYTICAL LABS, INC.	ACH-12/10/25-03	RN336791	52400-010	Lab Testing	Lab Analysis	\$ 795.00
61	12/10/2025	SNELL & WILMER, LLP	ACH-12/10/25-04	3035904	71100-010	Legal	Legal Services	\$ 2,205.00
62	12/10/2025	Thatcher Company of Nevada, Inc.	ACH-12/10/25-05	2025400105791	50400-010	Processing Chemicals	Chemicals	\$ 3,140.38
63	12/15/2025	Certified Laboratories	EFT-12/15/25-01	9419241	50400-010	Processing Chemicals	Repairs and Maintenance	\$ 684.95
64	12/15/2025	NV Energy	EFT-12/15/25-02	1790251210	50500-010	Utilities	NV Energy	\$ 12,139.63
65	12/15/2025	NV Energy	EFT-12/15/25-03	800251210	55300-010	Reservoir & Pump Utilities	NV Energy	\$ 155.37
66	12/15/2025	SILVER STATE ANALYTICAL LABS, INC.	EFT-12/15/25-04	RN336996	52400-010	Lab Testing	Annual Priority Pollutants	\$ 1,663.00

CHECK REGISTER - GENERAL

12/1/25 - 12/31/25

Line #	Payment Date	Vendor Check Name	ACH/Check #	Invoice Number	GL Account Number	GL Account Name	Transaction Description	Check Amount
67	12/15/2025	SILVER STATE ANALYTICAL LABS, INC.	EFT-12/15/25-04	RN337021	52400-010	Lab Testing	Lab Analysis	\$ 35.00
68	12/15/2025	SILVER STATE ANALYTICAL LABS, INC.	EFT-12/15/25-04	RN336969	52400-010	Lab Testing	Lab Analysis	\$ 990.00
69	12/15/2025	SILVER STATE ANALYTICAL LABS, INC.	EFT-12/15/25-04	RN336862	52400-010	Lab Testing	Lab Analysis	\$ 43.00
70	12/15/2025	SOUTHWEST GAS CORP	EFT-12/15/25-05	251211	50500-010	Utilities	Natural Gas Service	\$ 1,259.80
71	12/15/2025	Warren Averett Technology Group, LLC	EFT-12/15/25-06	83009-PP	65310-010	Software Services	Aatrix Maintenance	\$ 1,600.00
72	12/17/2025	BENTLY RANCH	6135	213880	50800-010	Sludge Removal	Biosolids	\$ 379.26
73	12/17/2025	CAD PEST CONTROL SERVICES, INC	6133	115524	50600-010	Repairs & Maintenance	Pest Control	\$ 200.00
74	12/17/2025	Davidson Sales & Engineering	6130	106114	16800-080	Trickling Filter Pump Replacement	Trickling Filter Pump	\$ 46,995.97
75	12/17/2025	DTS	6134	24721	71500-010	IT/Tech Professional Services	IT Services - Fiber	\$ 212.12
76	12/17/2025	HAVE LIGHTS WILL TRAVEL	6132	I29333	50300-010	Safety Equipment & Supplies	Emergency Light Maintenance	\$ 849.80
77	12/17/2025	Nevada State Bank	EFT-12/17/25-01	AM110525	65300-010	Office Equipment/Hardware	Field - Cellular iPad	\$ 1,180.78
78	12/17/2025	Nevada State Bank	EFT-12/17/25-01	AM111225	50700-010	Other Plant Expense	iPhone Storage	\$ 2.99
79	12/17/2025	Nevada State Bank	EFT-12/17/25-01	AM112525	64330-010	Cleaning & Kitchen Supplies	Kitchen/Cleaning Supplies	\$ 184.72
80	12/17/2025	Nevada State Bank	EFT-12/17/25-01	AM112625	50700-010	Other Plant Expense	Peterbilt Registration	\$ 34.25
81	12/17/2025	Nevada State Bank	EFT-12/17/25-01	PB111825	65100-010	Other Administration Expense	Christmas Lunch	\$ 3,175.00
82	12/17/2025	Nevada State Bank	EFT-12/17/25-01	CS111225	51500-010	Truck & Auto Expense	Fuels/Diesel	\$ 258.12
83	12/17/2025	Nevada State Bank	EFT-12/17/25-01	AW112425	50900-010	Operators Education/Training	Operator Class	\$ 45.00
84	12/17/2025	Nevada State Bank	EFT-12/17/25-01	JW111425	50600-010	Repairs & Maintenance	Repairs and Maintenance	\$ 53.45
85	12/17/2025	Nevada State Bank	EFT-12/17/25-01	EB111325	52300-010	Lab Supplies	Lab Supplies	\$ 75.55
86	12/17/2025	Nevada State Bank	EFT-12/17/25-01	LG112825	64500-010	Postage	Postage	\$ 20.99
87	12/17/2025	Nevada State Bank	EFT-12/17/25-01	NQ110525	50600-010	Repairs & Maintenance	Repairs and Maintenance	\$ 32.10
88	12/17/2025	Nevada State Bank	EFT-12/17/25-01	HM110525	64330-010	Cleaning & Kitchen Supplies	Kitchen Supplies	\$ 45.39
89	12/17/2025	Nevada State Bank	EFT-12/17/25-01	HM110725	64330-010	Cleaning & Kitchen Supplies	Cleaning Supplies	\$ 81.24
90	12/17/2025	Nevada State Bank	EFT-12/17/25-01	HM110925	64300-010	Office Supplies & Expense	Office Paper	\$ 94.00
91	12/17/2025	Nevada State Bank	EFT-12/17/25-01	HM112025	64300-010	Office Supplies & Expense	Office Supplies	\$ 39.32
92	12/17/2025	Nevada State Bank	EFT-12/17/25-01	HM112425	64330-010	Cleaning & Kitchen Supplies	Kitchen Supplies	\$ 85.17
93	12/17/2025	Nevada State Bank	EFT-12/17/25-01	HM112425-2	65310-010	Software Services	Adobe	\$ 34.99
94	12/17/2025	Nevada State Bank	EFT-12/17/25-01	HM112525	51500-010	Truck & Auto Expense	Fuels	\$ 21.07
95	12/17/2025	Nevada State Bank	EFT-12/17/25-01	DK111425	50300-010	Safety Equipment & Supplies	Safety Boots	\$ 315.95
96	12/17/2025	Nevada State Bank	EFT-12/17/25-01	CC111325	50600-010	Repairs & Maintenance	Plant Supplies	\$ 133.83
97	12/17/2025	NDEP	6131	121725	50700-010	Other Plant Expense	Wastewater Cert Renewal	\$ 110.00
98	12/30/2025	BENTLY RANCH	6136	213915	50800-010	Sludge Removal	Biosolids	\$ 303.10
99	12/30/2025	BENTLY RANCH	6136	213933	50800-010	Sludge Removal	Biosolids	\$ 338.24

CHECK REGISTER - GENERAL

12/1/25 - 12/31/25

Line #	Payment Date	Vendor Check Name	ACH/Check #	Invoice Number	GL Account Number	GL Account Name	Transaction Description	Check Amount
100	12/30/2025	D & D Roofing	6137	651906	50600-010	Repairs & Maintenance	RAS/WAF Building Roof Repair	\$ 3,605.00
101	12/30/2025	DTS	6138	24477	64400-010	Telephone	IT Services	\$ 64.08
102	12/30/2025	HDR, INC.	6139	1200766059	16800-070	Rehab Concrete in Primary Clarifier 1 & 2	Concrete Rehab	\$ 7,000.00
103	12/30/2025	ICAN Software Solutions	6140	1004745	65310-010	Software Services	Mass Apply Software	\$ 540.00
104	12/30/2025	Q & D Construction	6141	17103-002	15400-020	Collection System Rehab	GRGID Interceptor Lining	\$ 39,798.00
105	12/30/2025	QUALITY CONTROL SERVICES, INC.	6142	QCS5404	52300-010	Lab Supplies	Lab Calibrations	\$ 259.07
106	12/30/2025	R F MACDONALD CO.	6143	381614	12800-010	Prepaid Expenses	Boiler Equipment Maint Plan	\$ 14,775.00
107	12/30/2025	COGEN SERVICE	6144	6835	50600-010	Repairs & Maintenance	Repairs and Maintenance	\$ 2,500.00
108	12/30/2025	Sunbelt Rentals	6145	178022807	50600-010	Repairs & Maintenance	Manlift Rental	\$ 1,077.81
109	12/30/2025	WESTERN NEVADA SUPPLY	6146	12034581	50600-010	Repairs & Maintenance	Repairs and Maintenance	\$ 965.46
Total Amount of Checks/ACH (62 Checks/ACH)								\$ 207,264.53

Legend:

Capital Purchase
Breaker Failure Costs

CHECK REGISTER - PAYROLL

12/1/25 - 12/31/25

Line #	Payment Date	Vendor Check Name	ACH/Check #	Invoice Number	GL Account Number	GL Account Name	Transaction Description	Check Amount
1	12/2/2025	Public Employees Retirement System	ACH-12/2/25-1	P1125	50200-010	Payroll Taxes & Employee Benefits	Monthly NV PERS - Nov-2025	\$ 36,375.79
2	12/5/2025	State Coll & Disb Unit - SCADU	ACH-12/5/25-01	36-11212025	20300-010	Accrued Payroll Taxes	Child Support - Bi-Weekly	\$ 163.38
3	12/5/2025	Voya Financial	ACH-12/5/25-02	11212025	20300-010	Accrued Payroll Taxes	457 Mutual Fund	\$ 2,785.00
4	12/5/2025	Wells Fargo 941	ACH-120525-941	PIP154	20300-010	Accrued Payroll Taxes	FED 941 12/5/2025 STAFF	\$ 7,427.06
5	12/5/2025	WF Used for Direct Deposit	ACH-120525-DD	PIP151	10000-116	Cash - Payroll Checking - Wells Fargo	DD 12/5/2025 STAFF	\$ 40,467.89
6	12/15/2025	JD	ACH-12/15/25-01	121525	80900-010	Retiree Health Insurance Premiums	Medicare Reimbursement - JD	\$ 380.89
7	12/15/2025	JH	ACH-12/15/25-02	121525	80900-010	Retiree Health Insurance Premiums	Medicare Reimbursement - JH	\$ 86.16
8	12/15/2025	FJ	ACH-12/15/25-03	121525	80900-010	Retiree Health Insurance Premiums	Medicare Reimbursement - FJ	\$ 386.99
9	12/15/2025	TS	ACH-12/15/25-04	121525	80900-010	Retiree Health Insurance Premiums	Medicare Reimbursement - TS	\$ 364.48
10	12/15/2025	SK	ACH-12/15/25-05	121525	80900-010	Retiree Health Insurance Premiums	Medicare Reimbursement - SK	\$ 76.68
11	12/19/2025	Wells Fargo 941	ACH-121925-941	PIP155	20300-010	Accrued Payroll Taxes	FED 941 12/19/2025 STAFF	\$ 7,507.82
12	12/19/2025	WF Used for Direct Deposit	ACH-121925-DD	PIP152	10000-116	Cash - Payroll Checking - Wells Fargo	DD 12/19/2025 STAFF	\$ 40,044.95
13	12/24/2025	HealthEquity - ACH	ACH-12/24/25-01	HSA12312025	50200-010	Payroll Taxes & Employee Benefits	Dec HSA Contributions	\$ 1,916.64
14	12/24/2025	HOMETOWN HEALTH	ACH-12/24/25-02	77101-056	80900-010	Retiree Health Insurance Premiums	Dec 2025 Health Insurance	\$ 1,414.84
15	12/24/2025	HOMETOWN HEALTH	ACH-12/24/25-02	77101-056	50200-020	Medical Benefits	Dec 2025 Health Insurance	\$ 19,206.54
16	12/24/2025	METLIFE - GROUP BENEFITS	ACH-12/24/25-03	TS05138807 0017	80900-010	Retiree Health Insurance Premiums	Dental & Life Insurance	\$ 385.76
17	12/24/2025	METLIFE - GROUP BENEFITS	ACH-12/24/25-03	TS05138807 0017	50200-020	Medical Benefits	Dental & Life Insurance	\$ 1,326.49
18	12/24/2025	Nevada State Treasurer's Office	ACH-12/24/25-04	36-1225	50200-010	Payroll Taxes & Employee Benefits	CS Handling Fee - Monthly	\$ 4.00
19	12/24/2025	Public Employees Retirement System	ACH-12/24/25-05	P1225	50200-010	Payroll Taxes & Employee Benefits	Monthly NV PERS - Dec-2025	\$ 36,207.42
20	12/24/2025	State Coll & Disb Unit - SCADU	ACH-12/24/25-06	36-11212025	20300-010	Accrued Payroll Taxes	Child Support - Bi-Weekly	\$ 163.38
21	12/24/2025	VSP VISION CARE, INC (AT)	ACH-12/24/25-07	824234609	80900-010	Retiree Health Insurance Premiums	Vision Insurance -Jan 2026	\$ 91.44
22	12/24/2025	VSP VISION CARE, INC (AT)	ACH-12/24/25-07	824234609	50200-020	Medical Benefits	Vision Insurance -Jan 2026	\$ 126.58
23	12/24/2025	Voya Financial	ACH-12/24/25-08	12192025	20300-010	Accrued Payroll Taxes	457 Mutual Fund	\$ 2,785.00
24	12/31/2025	Wells Fargo 941	ACH-123125-941	PIP156	20300-010	Accrued Payroll Taxes	FED 941 12/31/2025 BOARD	\$ 234.50
25	12/31/2025	WF Used for Direct Deposit	ACH-123125-DD	PIP153	10000-116	Cash - Payroll Checking - Wells Fargo	DD 12/31/2025 BOARD	\$ 2,332.75
Total Amount of ACH (22 ACH)								\$ 202,262.43



MINDEN-GARDNERVILLE SANITATION DISTRICT
Expenses versus Annual Budget
 For the Six Months Ending Wednesday, December 31, 2025

	YTD Actual Fiscal 2026	Budget 2026	Remianing Budget \$ Variance	Budget Spent % Fiscal 2026	Remaining Budget % Fiscal 2026
CAPITAL EXPENSES					
Collection System Rehab	\$74,962.50	\$2,500,000.00	\$2,425,037.50	3.00%	97.00%
Semi Truck	\$6,428.00		(\$6,428.00)	0.00%	0.00%
Two New Work Trucks	\$117,728.81	\$120,000.00	\$2,271.19	98.11%	1.89%
Rehab Concrete in Primary Clarifier	\$26,209.00	\$1,700,000.00	\$1,673,791.00	1.54%	98.46%
Trickling Filter Pump Replacement	\$46,995.97		(\$46,995.97)	0.00%	0.00%
Plant PLC & Infrastucture Replacement	\$0.00	\$300,000.00	\$300,000.00	0.00%	100.00%
Office Addition Design	\$0.00	\$100,000.00	\$100,000.00	0.00%	100.00%
New ERP Software SAAS/Implementation	\$0.00	\$225,000.00	\$225,000.00	0.00%	100.00%
Breaker Emergency Repair Reclass 25/26 FY	\$43,679.00		(\$43,679.00)	0.00%	0.00%
ARRA Reimbursement	\$38,583.32	\$77,167.00	\$38,583.68	50.00%	50.00%
TOTAL	\$354,586.60	\$5,022,167.00	\$4,667,580.40	7.06%	92.94%

MINDEN-GARDNERVILLE SANITATION DISTRICT

Expenses versus Annual Budget

For the Six Months Ending Wednesday, December 31, 2025

	YTD Actual Fiscal 2026	Budget 2026	Remianing Budget \$ Variance	Budget Spent % Fiscal 2026	Remaining Budget % Fiscal 2026
1 PAYROLL					
2 Salaries	\$678,172.51	\$1,392,502.00	\$714,329.49	48.70%	51.30%
3 Payroll Taxes & Employee Benefits	\$413,978.34	\$951,598.00	\$537,619.66	43.50%	56.50%
4 TOTAL PAYROLL	\$1,092,150.85	\$2,344,100.00	\$1,251,949.15	46.59%	53.41%

	YTD Actual Fiscal 2026	Budget 2026	Remianing Budget \$ Variance	Budget Spent % Fiscal 2026	Remaining Budget % Fiscal 2026
5 OPERATIONAL EXPENSES					
6 PLANT EXPENSES					
7 Safety	\$11,501.93	\$16,500.00	\$4,998.07	69.71%	30.29%
8 Plant Supplies (Processing Chemicals)	\$80,980.78	\$162,750.00	\$81,769.22	49.76%	50.24%
9 Utilities	\$74,521.70	\$195,750.00	\$121,228.30	38.07%	61.93%
10 Repairs & Maintenance	\$175,278.50	\$300,000.00	\$124,721.50	58.43%	41.57%
11 Mosquito Abatement		\$5,000.00	\$5,000.00	0.00%	100.00%
12 Other Plant Expense	\$3,678.06	\$6,500.00	\$2,821.94	56.59%	43.41%
13 Sludge Removal	\$8,589.36	\$18,000.00	\$9,410.64	47.72%	52.28%
14 Education	\$1,501.00	\$15,000.00	\$13,499.00	10.01%	89.99%
15 TOTAL O & P EXPENSES	\$356,051.33	\$719,500.00	\$363,448.67	49.49%	50.51%

	YTD Actual Fiscal 2026	Budget 2026	Remianing Budget \$ Variance	Budget Spent % Fiscal 2026	Remaining Budget % Fiscal 2026
16 COLLECTION EXPENSES					
17 Collection System - Supplies	\$213.34	\$8,000.00	\$7,786.66	2.67%	97.33%
18 Collection System - Cleaning/ TV / Repair & Maintenance	\$3,265.78	\$10,000.00	\$6,734.22	32.66%	67.34%
19 Truck & Auto Expense (Fuels)	\$6,236.91	\$15,000.00	\$8,763.09	41.58%	58.42%
20 Other Collection System Expense	\$1,675.67	\$2,000.00	\$324.33	83.78%	16.22%
21 TOTAL COLLECTION EXPENSES	\$11,391.70	\$35,000.00	\$23,608.30	32.55%	67.45%

	YTD Actual Fiscal 2026	Budget 2026	Remianing Budget \$ Variance	Budget Spent % Fiscal 2026	Remaining Budget % Fiscal 2026
22 LAB EXPENSES					
23 Lab Supplies	\$5,401.95	\$9,000.00	\$3,598.05	60.02%	39.98%
24 Lab Testing	\$10,168.00	\$22,000.00	\$11,832.00	46.22%	53.78%
25 Lab Permitting		\$3,000.00	\$3,000.00	0.00%	100.00%
26 Lab Repairs & Maintenance	\$649.99	\$13,500.00	\$12,850.01	4.81%	95.19%
27 Other Lab Expenses		\$1,500.00	\$1,500.00	0.00%	100.00%
28 Pretreatment Testing		\$8,000.00	\$8,000.00	0.00%	100.00%
29 TOTAL LAB EXPENSES	\$16,219.94	\$57,000.00	\$40,780.06	28.46%	71.54%

	YTD Actual Fiscal 2026	Budget 2026	Remianing Budget \$ Variance	Budget Spent % Fiscal 2026	Remaining Budget % Fiscal 2026
30 RESERVOIR/EFFLUENT EXPENSES					
31 Effluent Management - Repairs & Maintenance	\$4,878.50	\$18,000.00	\$13,121.50	27.10%	72.90%
32 Effluent Management - Utilities	\$568.63	\$50,000.00	\$49,431.37	1.14%	98.86%
33 TOTAL RERVOIR/EFFLUENT EXPENSES	\$5,447.13	\$68,000.00	\$62,552.87	8.01%	91.99%

	YTD Actual Fiscal 2026	Budget 2026	Remianing Budget \$ Variance	Budget Spent % Fiscal 2026	Remaining Budget % Fiscal 2026
34 GENERAL & ADMINISTRATIVE EXPENSES					
35 Office Supplies & Expense	\$877.94	\$9,000.00	\$8,122.06	9.75%	90.25%
36 Training/Education Expense		\$6,000.00	\$6,000.00	0.00%	100.00%
37 Cleaning & Kitchen Supplies	\$5,677.93	\$11,000.00	\$5,322.07	51.62%	48.38%
38 Statement Billing Supplies	\$3,872.93	\$8,000.00	\$4,127.07	48.41%	51.59%
39 Bank Charges	\$27,735.84	\$25,000.00	(\$2,735.84)	110.94%	(10.94%)
40 Telephone & Internet	\$11,374.47	\$25,000.00	\$13,625.53	45.50%	54.50%
41 Postage	\$5,379.04	\$6,000.00	\$620.96	89.65%	10.35%
42 Advertising & Publication	\$4,709.72	\$4,000.00	(\$709.72)	117.74%	(17.74%)
43 Software Services	\$57,237.87	\$80,000.00	\$22,762.13	71.55%	28.45%
44 Travel & Per Diem	\$3,446.41	\$10,000.00	\$6,553.59	34.46%	65.54%
45 Bad Debts		\$1,000.00	\$1,000.00	0.00%	100.00%
46 A/R Collection Expense	\$466.59	\$2,000.00	\$1,533.41	23.33%	76.67%
47 Insurance & Bonding	\$65,917.44	\$154,318.00	\$88,400.56	42.72%	57.28%
48 Other Administration Expense	\$3,627.57	\$4,000.00	\$372.43	90.69%	9.31%
49 Filing Fees & Permits	\$6,386.46	\$12,000.00	\$5,613.54	53.22%	46.78%
50 Office Equipment (Hardware)	\$3,364.15	\$11,000.00	\$7,635.85	30.58%	69.42%
51 TOTAL G&A	\$200,074.36	\$368,318.00	\$168,243.64	54.32%	45.68%

	YTD Actual Fiscal 2026	Budget 2026	Remianing Budget \$ Variance	Budget Spent % Fiscal 2026	Remaining Budget % Fiscal 2026
52 PROFESSIONAL FEES					
53 Legal	\$9,660.00	\$60,000.00	\$50,340.00	16.10%	83.90%
54 Engineering	\$31,305.00	\$75,000.00	\$43,695.00	41.74%	58.26%
55 IT/Tech Professional Services	\$8,804.67	\$30,000.00	\$21,195.33	29.35%	70.65%
56 Accounting & Audit	\$6,400.00	\$31,500.00	\$25,100.00	20.32%	79.68%
57 TOTAL PROFESSIONAL FEES	\$56,169.67	\$196,500.00	\$140,330.33	28.59%	71.41%
58 TOTAL ALL OPERATIONS EXPENSES	\$645,354.13	\$1,444,318.00	\$798,963.87	44.68%	55.32%

Agenda Item 4

District Manager's Report

Items in this Section Include:

- ✓ *February 2026 District Manager's Report*
- ✓ *January 2026 Capacity Report*



**Minden Gardnerville Sanitation District
District Manager's Report
February 3, 2026**

CAPACITY ALLOCATIONS/PURCHASES:

- 4.0

VENDORS AND CONTRACTS:

- None

WILL SERVES LETTERS ISSUED:

- None

STAFF/OFFICE ITEMS:

- Dave passed his Grade II Exam

MEETINGS ATTENDED AND SCHEDULED:

None

ONGOING PROJECTS IN THE DISTRICT:

- Pineview main gravity and force gravity are under construction
- Final camera on Monte Vista Townhomes completed

LINE REHABILITATION AND PLANT IMPROVEMENT PROJECTS:

- Scott from Power and Control Solutions is working on getting the new trickling filter pump online
- Completed piping and mixing pump repair in grease station
- Working on weed abatement program for ponds and field

ENGINEERING/LEGAL

- Bruce and Bill are working on finalizing the amendment to the Bently agreement

OTHER:

- None

Respectfully Submitted,

Peter V. Baratti, District Manager



**MONTHLY REPORT OF
CAPACITY SOLD
For the month of January 2026**

Date	Project Name	Developer	Address	EDU's Sold	Existing EDU's	Amount Collected		Approved By	Comments
						Capacity	Total		
1/20/2026	Downs at Monte Vista	Santa Ynez Valley	Multiple	4.00		\$ 23,720.00	\$ 23,720.00		
						\$ -	\$ -		
						\$ -	\$ -		
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						\$ -	\$ -		
						\$ -	\$ -		
TOTAL EDU's SOLD				4.000		\$ 23,720.00	\$ 23,720.00		

Agenda Item 6

January 6th 2025 Regular Meeting Minutes

Items in this Section Include:

- ✓ *January 6th, 2026 Regular Meeting Minutes*



**Board of Trustees
Minutes of Regular Meeting
Tuesday, January 6, 2026**

5:00 P.M. | Board Room
Minden-Gardnerville Sanitation District
1790 Hwy. 395
Minden, Nevada

Board Members Present:

Ted Thran
Daniel Griffith
Chris Shorten
Michele Wagner

Board Members Absent:

Sondra Condron

Staff Members Present:

Peter Baratti
Bill Peterson
Cliff Simpson
LaVonne Ghanavati
Haley Freeman
Jessica Kneefel
Bruce Scott

Staff Members Absent:

Erik Novak

Others Present: Greg Reed, Dorian Faught, Sukh Toor

1. Meeting called to order at 5:00 p.m. by Ted Thran.

2. Public Comment: Sukh Toor thanked the Board and MGSD staff for the help in opening up his business.

3. Election of Board Officers: Chairman Thran suggested that the board remain in their current positions. The board agreed.

Motion: To approve that board members retain their current positions.

Made by: Chris Shorten

Seconded by: Dan Griffith

Vote: Motion carried.

Ayes: Thran, Wagner, Shorten, Griffith

Nays: None

Abstain: None

Absent: Condron

4. Chairman's Comment: There was no chairman's comment.

5. District Manager's Report: Trustee asked about the Belt Press PLC and how it relates to the previous Belt Press Replacement. Mr. Baratti explained that an electrical component of the Belt Press is failing and MGSD staff are currently exploring different options to rectify the issue.



6. Claims Review and Approval: Vice Chair Shorten asked about the purchase of material for odor control and how the process of replacing the material works. Trustee Griffith asked the frequency of contribution to the retirement fund for the employees. Staff explained that contributions are made bi-weekly.

Motion: To approve the claims received in November 2025 in the amount of \$99,014.25 and the payroll-related expenses paid during November 2025 in the amount of \$130,013.86.

Made by: Chris Shorten
Seconded by: Michele Wagner

Vote: Motion carried.

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

7. Minutes of December 2, 2025 Regular Board Meeting: There were no comments or discussion regarding the minutes.

Motion: To approve the minutes of the December 2nd, 2025 Regular Board Meeting.

Made by: Dan Griffith
Seconded by: Chris Shorten

Vote: Motion carried.

Ayes: Thran, Shorten, Wagner
Nays: None
Abstain: None
Absent: Condron

8. Dorian Faught Annexation: Bruce Scott recommended that the Board approve the annexation with a noted correction in the RCI approval letter.

Motion: Motion to approve the Petition for Annexation from Dorian Faught for 5.26 acres located on Hwy 395 in Minden, APN 1320-32-101-002 & 1320-32-101-010. All rules, regulations and requirements of MGSD are to be met and all fees paid.

Made by: Michele Wagner
Seconded by: Dan Griffith

Vote: Motion carried.

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



9. Digester #1 Cleaning: An updated agreement from Senesac was presented to the Board. Peter explained that staff will dewater Digester #1 as well as conduct other maintenance before Senesac comes in to do the official cleaning. He also discussed that this could be included with the concrete rehab project which will ultimately reduce the total cost of the projects. He further discusses the timeline and cost of the project along with other rehabilitation and/or construction that may need to occur in the future. Mr. Scott mentioned that keeping a regular maintenance schedule will prolong the life of many of these buildings and processes which saves the District money in the long run.

Peter explained that this project would be put under the maintenance budget, but the Board will need to make a resolution at the next board meeting to officially augment the budget to accommodate this expenditure.

Motion: Motion to continue item Digester #1 Cleaning to the February Board meeting

Made by: Christ Shorten

Seconded by: Michele Wagner

Vote: Motion carried.

Ayes: Thran, Wagner, Shorten, Griffith

Nays: None

Abstain: None

Absent: Condron

10. Attorney-Client Conference: Bill Peterson reported that discussions with Douglas County are ongoing regarding the easement along the proposed Multimodal Trail. He stated that the agreement will not be brought forward until both parties have agreed to all terms.

Mr. Peterson also explored the possibility of amending the Bentley Agreement to maintain the same acreage for water reuse, include partial payment of the utility bill, and ensure protection of the Carson River water rights. Bentley has expressed interest in developing the current water reuse area, so Bruce and Bill suggested that Bentley trade an equivalent amount of land to preserve a designated reuse area.

Additionally, both agreed that once the provision allowing Bentley to avoid paying for MGSD effluent expires, Bentley should begin contributing toward the electricity costs associated with pumping effluent to their reservoir. Bruce suggested that this contribution could increase gradually over time. He also emphasized the importance of retaining the Carson River water rights with the land to prevent dilution of MGSD effluent should future discharge to the river be necessary, thereby avoiding potential concerns with NDEP.

Bruce Scott further explained the history of the Bentley Agreement and assured the Board that this amendment would be to the benefit of both MGSD and Bentley.

Peter also mentioned that Bentley recently made a repair of a section ductile iron pipe, on their side, that showed degradation, but he had concerns about other sections of the pipe also having degradation and proposes that MGSD enters into talks with Bentley about conducting an analysis of pipe condition and staying ahead of the rehabilitation of the section of pipe. Bruce recommended that MGSD talk with Q&D, who has done previous sewer main rehab, and see if they rehab the section of water pipe.



11. Engineer's Report: Bruce Scott notified the Board that he will not be at the February meeting. He reported that the CMAR design work is moving forward and the next step is to get together with Q&D to discuss the scope of the details for construction. This will lead to a not-to-exceed contract which will come back to the board to review.

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

13. Board Comment: There was no Board comment.

14. Public Comment: There was no public comment.

15. Meeting adjourned 6:09 p.m.

Approved by the Board of Trustees as presented on:

Date

By _____
Haley Freeman, District Secretary

Agenda Item 8

Digester #1 Cleaning

Items in this Section Include:

- ✓ *Senesac Quote*
- ✓ *Resolution #26-001*



December 22, 2025

Minden-Gardnerville Sanitation District
Attn: Peter Baratti
1790 US Highway 395 N
Minden, NV 89423

RE: Digester #1 Cleaning Quote

Dear Peter,

We are submitting a quote for the cleaning of digester #1 at your facility. We did not calculate tonnage for this project. We based this quote on a 25 dry ton minimum. If we reach the 25 dry ton point, we will charge a dry ton rate per dry ton removed and dewatered. Our prices are as follows:

Mobilization & Setup Temporary Dewatering Equipment	\$25,000.00
Demobilization	\$19,500.00
Digester Cleaning Cost (Up to 25 Dry Tons)	\$52,125.00
Total Minimum Project Cost (25 Dry Tons)	\$96,625.00
Digester Cleaning Rate per Dry Ton	\$2,085.00
Daily Standby Fee	\$3,500.00

The mobilization covers all costs associated with moving and setting up our temporary mobile dewatering equipment on site.

The dewatering rate covers all necessary labor, chemicals, and equipment needed to dewater one dry ton of sludge. This does not include prevailing wage rates. There is a 25 dry ton minimum for this project. If we reach 25 dry tons, we will charge a dry ton rate per dry ton removed after the minimum is met. If the minimum is not met, we will charge the minimum project cost.

To calculate dry tons, we will either use weight tickets (if loads are weighed) or we will back calculate using the following formula for finding dry tons:

Total Gallons Removed per Day x Average % Feed (what is going into the machine) x 8.34 = Dry Pounds
Dry Pounds/2,000= DRY Tons

While processing sludge, operator collects samples of cake and feed (typically one per hour for each). It is analyzed on site via portable moisture balance scale. A certified laboratory can be used for solids analysis if Customer requests, or samples can be split with Customer's on-site laboratory.



The dewatering rate does not include transportation or disposal of the dewatered cake solids, grit, rags, screenings, etc. removed.

The demobilization covers all costs associated with the breakdown and removal of our equipment off site upon completion of the project.

The daily standby rate will be charged if we are delayed for any reason through no fault of our own and will be charged per eight- hour day.

The following is not covered in this quote and must be provided to us at no additional cost:

1. 480 volts 3 phase 100-amp power service within 50' of setup area.
2. A 1 1/2" 60 psi (minimum) water service within 50' of setup area. Water must be clean, low iron, and low chlorine content. Provide backflow preventer (if needed).
3. A graded level 53' x53' setup area for our dewatering equipment.
4. The ability to work up to 12 hours per day -if needed.
5. Access to bathroom facilities.
6. Forklift for loading/unloading polymer into/out of our dewatering trailer.
7. A crane or boom truck crane (10-15 tons) to place hydraulic pump into tank and move around as needed.
8. Transportation and disposal of all dewatered cake solids, grit, screenings, rags, etc. is not included and to be covered by Customer.
9. Cover removal and any gas purging is to be completed by Customer.

No retainage is to be held for this project.

Terms: Mobilization is due upon arrival at the job site. Invoices will be billed weekly, and payment is due within thirty days from receipt of invoice. If payment is not received within forty-five days, finance charges will be added at the rate of 1%.

If you wish to proceed, please sign this quote and send it back to our office with a PO. Once received, we will put this project on our schedule.

Thank you for the opportunity to quote this project. Please do not hesitate to contact us if you have any questions or concerns regarding this quote.

Sincerely,

Alyssa Senesac
Secretary/Treasurer

Accepted _____ Date _____
PO# _____



Minden-Gardnerville Sanitation District

1790 Hwy 395 N
Minden NV 89423
(775) 782-3546
www.MGSDistrict.org

"Wastewater Treatment for a Healthy Community and Environment"

February 3, 2026
Resolution # 26-001

RESOLUTION OF THE BOARD OF TRUSTEES OF THE MINDEN-GARDNERVILLE SANITATION DISTRICT REGARDING A BUDGET AMENDMENT FOR REPAIRS AND MAINTENANCE – DIGESTER 1 CLEANING

Whereas, the Minden-Gardnerville Sanitation District operates as a governmental subdivision of the State of Nevada and is responsible for the operation, maintenance, and reliability of its wastewater treatment facility; and

Whereas, Digester 1 is a critical component of the District's wastewater treatment process and requires periodic cleaning to maintain proper operation, treatment efficiency, and system reliability; and

Whereas, staff has obtained a vendor quote in the amount of Ninety-Six Thousand, Six Hundred and Twenty-Five Dollars (\$96,625) for the cleaning of Digester 1; and

Whereas, the cost of the Digester 1 cleaning services exceeds the amount currently appropriated in Repairs and Maintenance of the District's adopted budget for the current fiscal year; and

Whereas, the Board of Trustees finds that cleaning Digester 1 constitutes as necessary maintenance to maintain normal operating conditions and to avoid the risk of more costly repairs or operational disruptions if deferred; and

Whereas, the District has sufficient available balance to fund a budget amendment to increase its Repairs and Maintenance appropriation for this purpose;

NOW THEREFORE, on Motion Duly Made and Seconded, It is Unanimously Resolved:

That the District's budget is hereby amended to increase the Repairs and Maintenance appropriation in the amount of \$99,000 for the purpose of funding Digester 1 cleaning services; and

That the budget amendment shall be funded within the District's existing operations using available fund balance and/or reallocation of existing budgeted appropriations; and

That the District Manager and District staff are authorized and directed to take such administrative actions as are necessary to implement this Resolution.



Minden-Gardnerville Sanitation District

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"Wastewater Treatment for a Healthy Community and Environment"

Dated this 3rd day of February, 2026.

Ted Thran, Chairman/Treasurer

Christopher Shorten, Vice Chairman

Sondra Condron, Trustee

Daniel Griffith, Trustee

Michele Wagner, Trustee

Agenda Item 10

Engineer's Report

Items in this Section Include:

- ✓ *January 2026 Lining Project Progress Report from RCI*



January 29, 2026

Via Email: peter@mgdistrict.org

Mr. Ted Thran, Chairman
and Members of the Board of Trustees
Minden Gardnerville Sanitation District
1790 U.S. Hwy 395 N
Minden, Nevada 89423

***Subject: 2025 Lining Project Pre-Construction Services – January 2026 Progress Report
(RCI Job # 24-002.3)***

Dear Chairman Thran and Members of the Board:

The purpose of this letter is to provide a summary of the 2025 Lining Project Pre-Construction Services completed to date and to provide a high-level summary of expected work to be completed.

RCI has completed preliminary construction drawings for the Interceptor Lining project. Q&D has completed a preliminary review of the drawings and will collect additional data from manholes for preparation of a construction quote. The next project meeting between RCI, MGSD, and Q&D will be scheduled when Q&D has prepared a construction quote. Construction is tentatively scheduled for Spring 2026.

Please feel free to contact RCI at (775) 883-1600, should you have any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "Erik Novak".

Erik Novak, P.E. for/ Bruce R. Scott, P.E.
District Engineer

EN/jm

cc: Peter Baratti – MGSD

Agenda Item 11

Administrative Report

Items in this Section Include:

- ✓ *Administrative Report for February 2026*



**Minden Gardnerville Sanitation District
Administrative Report
February 3, 2026**

STAFF ITEMS:

- Dave passed his Grade II Exam
- Several of our Operators will be attending the RCAC conference in Reno in March.

FOR YOUR INFORMATION:

- City of Reno has implemented a 2.7% service fee for customers that pay their sewer bill via credit card. In 2025, the City absorbed over \$1 million in service fees and is now passing the burden onto its customers.

THINGS KEEPING US BUSY RIGHT NOW:

- Haley is working on a salary survey for presentation to the board at the March 3rd Regular Board Meeting. This will be the first time the District has conducted a salary survey in recent history, and the data will ensure the District is using accurate compensation benchmarks.

UPCOMING ITEMS:

- Schedule Tentative Budget & Public Hearing Dates (March 3rd Meeting)
- District Manager Annual Review (March 3rd Meeting)