Board of Trustees
Minutes of Regular Meeting
Tuesday, June 2, 2026
5:00 P.M. | Board Room
Minden-Gardnerville Sanitation District
1790 Hwy. 395
Minden, Nevada

Board Members Present:	*Board Members Absent:*	*Staff Members Present:*	*Staff Members Absent:*
Ted Thran	Chris Shorten	Peter Baratti	Erik Novak
Daniel Griffith		Bruce Scott	
Sondra Condron		Jessica Kneefel	
Michele Wagner		LaVonne Ghanavati	
		Haley Freeman	
		Bill Peterson	
		Cliff Simpson	

Others Present: Greg Reed

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

2. Public Comment: There was no public comment.

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

4. District Manager's Report: Trustee Condron asked what PlanetBids is. Peter explained that it is a software platform the District will be using to manage public bidding processes.

5. Claims Review and Approval: Trustee Griffith asked about the District's financial status during the final two months of the fiscal year. Peter reported that, although the District experienced some unforeseen expenses, it remains within the approved budget.

Motion: To approve the claims received in April 2026 in the amount of $164,253.97 and the payroll-related expenses paid during April 2026 in the amount of $176,955.99

Made by: Dan Griffith
Seconded by: Michele Wagner
Vote: Motion carried.
Ayes: Thran, Wagner, Shorten, Griffith, Condron
Nays: None
Abstain: None
Absent: None

6. Minutes of May 5, 2026 Regular Board Meeting & May 28, 2026 Special Board Meeting: There were no comments or discussion regarding the minutes.

Motion: To approve the minutes of the May 5th, 2026 Regular Board Meeting.

Made by: Sondra Condron
Seconded by: Michele Wagner
Vote: Motion carried.
Ayes: Thran, Shorten, Wagner, Griffith, Condron
Nays: None
Abstain: None
Absent: None

Motion: To approve the minutes of the May 28th, 2026 Special Board Meeting.

Made by: Sondra Condron
Seconded by: Dan Griffith
Vote: Motion carried.
Ayes: Shorten, Wagner, Condron, Thran, Griffith
Nays: None
Abstain: None
Absent: None

7. Buckeye Farms Annexation: Bruce Scott recommended the Board approve the annexation subject to the conditions in the letter from RCI.

Motion: Motion to approve the concept petition for annexation for Buckeye Farms for 149.69 acres located on Buckeye Road APN 1320-28-000-051 & -052 & -053 & -054 with the condition that parcel APN 1320-28-000-054 be included in the annexation. All rules, regulations and requirements of MGSD are to be met and all fees paid.

Made by: Chris Shorten
Seconded by: Sondra Condron
Vote: Motion carried.
Ayes: Thran, Wagner, Shorten, Griffith, Condron
Nays: None
Abstain: None
Absent: None

8. Town of Minden Annexation: Bruce Scott informed the Board that the Town of Minden is purchasing a portion of the Seeman Ranch property located on the south side of Buckeye Road. He recommended that the Board approve the annexation request, subject to the conditions outlined in the RCI letter.

Motion: Motion to accept the petition for annexation from Town of Minden for the annexation of 6.68 acres located on Buckeye Road in Minden, APN 1320-29-301-005 with the public hearing date for July 7th, 2026 and to direct staff to publish the notice of public hearing. All rules, regulations and requirements of MGSD are to be met and all fees paid.

Made by: Dan Griffith
Seconded by: Sondra Condron
Vote: Motion carried.
Ayes: Thran, Wagner, Shorten, Griffith, Condron
Nays: None
Abstain: None
Absent: None

9. HDR Concrete Rehabilitation: Craig Olson of HDR reported that the concrete rehabilitation project began in 2025 but has experienced several delays due to operational changes and project change orders. He stated that the project is now ready to be advertised for bid using the PlanetBids software. Craig reviewed the proposed contract amendment, including the estimated scope of work and associated costs. Discussion followed.

Motion: Motion to approve the amendment to the contract for the concrete rehabilitation project.

Made by: Michele Wagner
Seconded by: Dan Griffith
Vote: Motion carried.
Ayes: Thran, Wagner, Shorten, Griffith, Condron
Nays: None
Abstain: None
Absent: None

10. Hansford Economic Services : Catherine presented her findings and reviewed a draft Intergovernmental Agreement with the Board regarding the District's agreement with Gardnerville Ranchos General Improvement District. Discussion followed.

Greg Reed expressed his hope that the billing process can be further simplified and stated that he believes both the MGSD Board and the GRGID Board will be able to reach an agreement. He indicated that he would like to present the draft agreement to the GRGID Board and, if appropriate, move forward with establishing a committee consisting of representatives from both boards.

Motion: Motion to accept the presentation from Hansford Economic Services regarding the draft Intergovernmental Agreement between MGSD and GRGID and to direct staff to continue working with Hansford Economic Services, legal counsel, and GRGID regarding the proposed terms.

Made by: Sondra Condron
Seconded by: Michele Wagner
Vote: Motion carried.
Ayes: Thran, Wagner, Shorten, Griffith, Condron
Nays: None
Abstain: None
Absent: None

11. Warren Reed Plant Insurance: Alan Reed reviewed the plant insurance package with the Board. Discussion followed.

Motion: Motion to approve the Plant Insurance Package for FY 2026-2027.

Made by: Dan Griffith
Seconded by: Sondra Condron
Vote: Motion carried.
Ayes: Thran, Wagner, Shorten, Griffith, Condron
Nays: None
Abstain: None
Absent: None

12. Attorney-Client Conference: Bill Peterson did not have any updates for the Board.

13. Engineer's Report: Bruce Scott discussed details with the Board regarding a construction trial with Q&D Construction. There was no further discussion.

14. Administrative Report by Staff: Trustee Griffith asked whether Bill and District staff were still working on the Employee Handbook. Staff confirmed that the review is ongoing and that they are working with an employment law specialist recommended by Bill.

15. Board Comment: There was no Board comment.

16. Public Comment: There was no public comment.

17. Meeting adjourned 7:06 p.m.

Approved by the Board of Trustees as presented on:

7/7/26 By Haley Freeman.
Date Haley Freeman, District Secretary