Board of Trustees
Minutes of Regular Meeting
Tuesday, October 6, 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:*
Chris Shorten	Ted Thran	Peter Baratti	Haley Freeman
Dan Griffith	Sondra Condron	Erik Novak	Bill Peterson
Michele Wagner		Jessica Kneefel	
		LaVonne Ghanavati	
		Cliff Simpson	
		Bruce Scott	

Others Present: None

***1. Meeting called to order at 5:00 p.m. by Chris Shorten*.**

2. Public Comment: There was no public comment.

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

4. District Manager's Report: Vice Chair Shorten inquired about the services provided by Have Lights Will Travel. Mr. Baratti explained that the company specializes in the installation and replacement of light fixtures and performs maintenance on the Plant's specialty lighting. He further noted that the company assisted with the District's OSHA inspection and will also be utilized for future warranty work.

5. Claims Review and Approval: Trustee Griffith inquired about the budget for building roof replacements. Peter Baratti and Cliff Simpson explained that the District has scheduled the roof replacements with a contractor; however, the work is not expected to take place in the near future.

Vice Chair Shorten inquired about Liberty Process Equipment and the associated charges to the District. Peter explained that the company specializes in positive displacement pumps and is assisting with the design and replacement of the Gravity Belt pump and pump house, resulting in an estimated cost savings of approximately $20,000. He also noted that the project is included in the District's Capital Improvement Plan (CIP) in its Master Plan.

Motion: To approve the claims received in August 2026 in the amount of $531,832.23 and the payroll-related expenses paid during August 2026 in the amount of $186,228.82

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

6. Minutes of September 1, 2026 Regular Board Meeting: There were no comments or discussion regarding the minutes.

Motion: To approve the minutes of the September 1, 2026 Regular Board Meeting.

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

7. Attorney-Client Conference: Bill Peterson was not present.

8. Engineer's Report: Erik Novak reported that the interceptor lining project remains on schedule and within budget.

Bruce Scott provided an update on the Buckeye Farms development, noting that the project is progressing slowly, with plans being submitted for Unit 1, which consists of approximately 186 homes.

Bruce also reported that he is coordinating with Bently to finalize the effluent receiving area map and is currently awaiting Bently's signatures. He explained that the map is important for ensuring that title companies and prospective property owners are aware of the designated effluent receiving area.

9. Administrative Report by Staff: LaVonne congratulated Haley on her acceptance to the GFOA Utility Finance Forum Advisory Board. Discussion followed.

Vice-Chair Shorten expressed appreciation for the information provided regarding cybersecurity threats, noting that he had recently received fraudulent emails and that such attempts are becoming increasingly difficult to identify.

10. Board Comment: Trustee Griffith commended District staff for their effective management of the budget and overall operations. Discussion followed regarding the breaker failure.

11. Public Comment: There was no public comment.

12. Meeting adjourned 5:26 p.m.

Approved by the Board of Trustees as presented on:

11/3/2026 By Haley Freeman.
Date Haley Freeman, District Secretary