

**SILVER SPRINGS MUTUAL WATER COMPANY  
BOARD OF DIRECTORS  
MEETING MINUTES  
MAY 15, 2014**

Vice President Yon called the meeting to order at 4:00 p.m.

Roll Call:

- Present: Claud Butler, Darlene Geurts, Joyce Jenkins, Avis Moniz and Peggy Yon.
- Absent: Excused were Scott Keller and George Peek.

Members Comments:

- 3 attended: Sammy Flynn, Carmen Casillas and Chuck Noble. There were no comments.

Secretary's Report:

- There being no corrections or changes, Secretary Butler made a motion to accept the meeting minutes of March 20, 2014 as presented; 2<sup>nd</sup> to the motion was made by Treasurer Moniz. Motion carried unanimously.

Treasurer's Report:

- The financials for December, 2013 and January, February and March, 2014 were read by Treasurer Moniz. In December, total current assets were \$793,702.10 and total liabilities and equity were \$5,855,703.48 with liabilities at \$1,131,689.75. Total income for December was \$55,018.05; net income was (\$5,302.76). In January, there were \$689,399.53 in total current assets and total liabilities and equity were \$5,758,643.69. Liabilities were \$1,101,546.39. Income was \$54,032.75 with net income at (\$66,916.43). In February, there were \$741,327.72 in total current assets and total liabilities and equity were \$6,140,401.73. Liabilities were \$1,200,096.02. Income was \$53,622.15 with net income at (\$46,758.67). In March, there were \$588,986.02 in total current assets and total liabilities and equity were \$5,971,048.27. Liabilities were \$1,061,342.38. Income was \$52,028.43 with net income at (\$30,673.05). Total ending balance for certificates of deposit (CD's) was \$253,760.92 as of March 31, 2014. The debt reserve ending balance was \$70,183.42. Vice President Yon called for questions or comments. Improved rates of return for CD's were identified at 1.20% annual percentage yield; maturing funds will be moved from Bank of America to Greater Nevada Credit Union. Secretary Butler made a motion to accept the financials for December, 2013 and January, February and March, 2014 as presented; 2<sup>nd</sup> to the motion was made by Member Jenkins. Motion carried unanimously.

Presentation of Community Source Water Protection Plan for Public Water Systems in Lyon County, Action to be taken:

- Jill Sutherland, Resource Concepts, Inc. presented the findings of the 18 month team project working with water systems in Lyon County to formulate the plan and to ask the Board of Directors of Silver Springs Mutual Water Company to provide a letter of support to the Lyon County Commissioners recommending plan approval. Source water means public drinking water. This is a voluntary county wide plan with funding from the Nevada Bureau of Pollution Control. Resource Concepts, Inc. was contracted to provide technical assistance. The purpose of the plan is to document the public drinking water resources in Lyon County and assist communities in the development of management strategies to protect those resources. This is an update to the wellhead protection plan and counties located statewide are updating their inventories. The goal of the plan is to prevent man-caused pollution of public drinking water supplies, i.e. groundwater in Lyon County. Less effort and money is spent to protect drinking water supplies than to clean them once groundwater contamination has occurred. The 18-month long plan development process included forming representatives from all agencies into a local planning team, identifying source water protection areas and creating an inventory of potential contaminant sources around the wells that provide public drinking water. The City of Yerington has five wells, City of Fernley has six wells and three future wells, Dayton has 10 wells and three future wells, Silver Springs has three wells, Stagecoach two and Weed Heights two wells. There are 28 public water systems in Lyon County. Non-Community water systems that serve stores, restaurants, parks, camping resorts, schools and industrial facilities number 25. Potential contaminate sources include chemical use, storage and disposal, underground storage tank sites and dense concentrations of septic systems. Examples of strategies to protect drinking water resources include county wide actions such as mapping, grade school student education and implementation of a household hazardous waste program. Source water protection includes educating business owners and implementing ordinances.

Actions that a community may take include offering technical support for well abandonments and providing wellhead security/fencing. Well capture risk zones were identified at two, five and 10 year travel time increments for potential surface contaminants affecting water quality. This provides for identification of management area boundaries to develop action plans to protect public drinking water supplies. Ms. Sutherland answered questions from the Board and from members in attendance. Discussion followed pertaining to a county code enforcement officer for properties not cleaned up i.e. junk cars/petroleum product contamination risk. Treasurer Moniz made a motion to approve the Community Source Water Protection Plan for Public Water Systems in Lyon County as presented and to issue a letter of support to the Lyon County Commissioners; 2<sup>nd</sup> to the motion was made by Secretary Butler. Motion carried unanimously.

Update CDBG Application Request, Action may be taken:

- This item was removed from the agenda, discussion was not held and no action was taken.

Review Unclaimed Property Policy and Procedure, Action may be taken:

- This is a requirement of Nevada Revised Statutes. By adopting this policy, it sets the procedure to be used. Secretary Butler made a motion to adopt the unclaimed property policy and procedure; 2<sup>nd</sup> to the motion was made by Treasurer Moniz. Motion carried unanimously.

USDA Project Construction Bid Review, Action may be taken:

- Bidding on the project closed on May 13, 2014. Sealed bids were opened at 2:00 p.m. in the conference room at Farr West's Reno office. Total available project funding was \$1,291,887.00 with three bidders; Pierson Brothers, Sierra Nevada Construction and Resource Development Company. Base bid from RDC was \$870,840.00, SNC was \$895,700.00 and Pierson Brothers was \$976,315.00. With alternates; RDC's bid total was \$1,516,689.00, SNC was \$1,598,412.00 and Pierson Brothers was \$1,607,227.00. After bid review and removal of alternates, the engineer recommended RDC and General Manager McDonald asked that provisional approval of contract be granted because at this time we are waiting on the PUC to issue our UEPA permit. In order to facilitate a smooth process that is dependent upon the timing of PUC action and prevent calling a special meeting, authorization to the General Manager to sign the contract once the PUC has taken action/issued an UEPA permit and approve contingency funds was requested. Discussion was held. Secretary Butler made a motion to authorize General Manager McDonald to sign the contract pending PUC UEPA Permit Issuance and authorize contingency funding; 2<sup>nd</sup> to the motion was made by Treasurer Moniz. Motion carried unanimously.

Directors Comments:

- None specific.

Closed Personnel Session (if needed):

- None held.

Adjournment:

- Secretary Butler made a motion to adjourn the meeting; 2<sup>nd</sup> to the motion was made by Treasurer Moniz. Motion carried. The meeting was adjourned at 4:32 p.m. and the next meeting is scheduled for 4:00 p.m. on Thursday, July 17, 2014.

"Silver Springs Mutual Water Company is an Equal Opportunity Provider and Employer."

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at <http://www.ascr.usda.gov/complaint.filing.cust.html>, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U. S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, DC 20250-9410, by fax (202) 690-7442 or email at [program.intake@usda.gov](mailto:program.intake@usda.gov).