



BOARD OF DIRECTORS MEETING MINUTES MAY 16, 2019

President Keller called the Meeting to order at 4:00 p.m. at 1315 Lahontan Drive, Silver Springs, NV.

Roll Call:

- Present: Claud Butler (audio link), Joyce Jenkins, Scott Keller, Avis Moniz and Gregory Peek.
- Absent: Excused were Charles Noble and Peggy Yon.

Pledge of Allegiance:

- President Keller led the recitation.

Member's Comments:

- Mrs. Vida Keller attended the meeting. There were no comments.

Secretary's Report:

- Secretary Butler presented the Secretary's Report. Comments from members were open from April 1, 2019 through April 30, 2019. No comments were received. There being no additions or subtractions, Secretary Butler made a motion to accept the Annual Membership Meeting Minutes of March 21, 2019 as presented; 2nd to the motion was made by Treasurer Moniz. Motion carried; the minutes stand as presented.

Treasurer's Report:

- The financials for December, 2018 and January, February and March, 2019 were read by Treasurer Moniz and President Keller. In December, there were \$1,218,001.80 in total current assets with current liabilities at \$89,470.58, long term liabilities of \$2,037,747.36 and total liabilities at \$2,127,217.94. Total liabilities and equity were \$7,966,469.16. Income was \$79,974.17 with net ordinary income at (\$264.27). Interest income was \$1,229.15 and net income was \$964.88. The month of January ended with \$1,235,083.46 in total current assets with current liabilities at \$89,025.82, long term liabilities of \$2,034,781.08 and total liabilities at \$2,123,806.90. Total liabilities and equity were \$7,943,449.62. Income was \$76,707.09 with net ordinary income at (\$25,799.07). Interest income was \$1,190.57 bringing the net income to (\$24,608.50). In February, there were \$1,257,347.13 in total current assets with current liabilities at \$97,783.87, long term liabilities of \$2,031,808.49 and total liabilities at \$2,129,592.36. Total liabilities and equity were \$7,928,355.53. Income was \$85,941.70 with net ordinary income at (\$28,998.58). Interest income was \$809.03 with a one-time gain from the sale of equipment at \$2,310.00 for a total net other income of \$3,119.03 with final net income at (\$25,879.55). The month of March ended with \$1,256,611.08 in total current assets with current liabilities at \$97,406.48, long term liabilities of \$2,028,412.12 and total liabilities at \$2,125,818.60. Total liabilities and equity were \$8,160,545.93. Income was \$82,734.44 with net ordinary income at (\$23,148.05). Interest income was \$1,344.72 bringing the net income to (\$21,803.33). President Keller called for questions or comments on the balance sheets. Secretary Butler made a motion to accept the financials for December, 2018 and January, February and March, 2019 as presented and file for audit; 2nd to the motion was made by Treasurer Moniz. Motion carried unanimously.

Manager's Report:

- Equal Pay Program: The program has been eliminated in part due to low participation levels. Notices were mailed to the seven (7) owners who were enrolled in the program.
- SoftTelPay Program: 337 payment records for \$25,740.97 were paid to SSMWC for the period beginning January 1, 2019 and ending April 30, 2019. Convenience fees were \$1,310.61 for the provider.
- Cross Connection Control Program: Backflow prevention monitoring and site inspections continue as annual re-certifications become due and/or individuals apply for business licenses and/or building permits. We have had (2) new business inspections: M5 Auto Repair (1060 Idaho St.) and Taco's Del Corazon (1270 W. Hwy 50).
- New Service Connections: Capacity and meter set fees for a ¾" service have been received from the owners of 3608 Deodar St.. There have been a total of nine (9) inquiries and (5) quotes this reporting period. Calendar Year 2019 Capacity Fees totaled \$4,400.00 for (1) new residential metered connection to date.
- CDBG Application: With unanimous consent of the Board of Directors, SSMWC has respectfully bowed out of the Community Development Block Grant application process. After being approached by the Nevada Drinking Water

State Revolving Fund (DWSRF) with an offer to fully fund our entire water tank rehabilitation project. This includes a 10% contingency and the \$50,000.00 for which I had been granted Board approval as originally intended on the CDBG Project. Our DWSRF application has been submitted and is pending State approval. The next SRF Board for Financing Water Projects meeting has been scheduled for Tuesday, June 25, 2019 at 1:30 p.m.. SSMWC has been included on the Agenda and they have requested I attend in order to answer any questions that may arise.

- Lake Street Solar Field: One of the four (4) inverters and two (2) of the optimizers that tie all the solar panels together had failed resulting in a drop-in power production, cause unknown, but under warranty. Briggs Electric made all the repairs to the burnt out equipment and the site is again operational.
- Lyon County Board of County Commissioners: On April 18, 2019 Roy McDonald and I attended the Lyon Co. Commissioners Meeting to witness discussion generated from Agenda item 17.a. Lyon County Manager Jeff Page and Dayton Utilities Director Dave Bruketta addressed the Commissioners seeking permission and funds to hire an engineering firm to seek out potential mechanisms for the exploration and development of a Regional Utility Services Master Plan along the Highway 50 corridor. The next Commission Meeting is expected to contain a scope of work presentation.

Conflict of Interest Policy, Action may be taken:

- The Conflict of Interest Policy must be read and signed annually by each Director and Staff Member.

Requesting Permission of SSMWC Board of Directors to Acquire 3rd Backwash Reclaim Pump for Treatment Plant, Action may be taken:

- General Manager Martensen presented a PowerPoint overview of Water Treatment Plant systems. Upon conclusion of the presentation it became apparent that this request was to address an apparent exclusion when the facility was originally constructed. Comparing an identical facility belonging to another purveyor, the omission is verified. To rectify this issue, a quote for \$30,073.00 was obtained from the equipment manufacturer for one (1) additional backwash reclaim pump with a motor starter panel. Work would include an on-site service technician for the commissioning of the new backwash pump estimated to take a maximum of three (3) days. Pump and motor pricing is \$24,312.00 with onsite servicing at \$5,761.00. Discussion was held. Member Peek made a motion to approve the General Manager's recommendation and accept the quote provided by Hungerford & Terry; 2nd to the motion was made by Treasurer Moniz. Motion carried unanimously.

NV Energy Solar Incentives, Action may be taken:

- The Solar Incentives Program is open and accepting applications and General Manager Martensen is requesting permission to pursue and investigate available incentives. There are two (2) sites that may be suitable for additional solar arrays, namely the property on Deodar and the property on Atkins. Member Peek made a motion to direct the General Manager to pursue and investigate available incentives appropriate to SSMWC properties; 2nd to the motion was made by Treasurer Moniz. Motion carried unanimously.

Requesting Permission of SSMWC Board of Directors to switch North Tank Project from CDBG to DWSRF, Action may be taken:

- Member Peek made a motion to switch funding sources from CDBG to DWSRF and allow General Manager Martensen and Project Coordinator Roy McDonald signing privileges for project documents; 2nd to the motion was made by Treasurer Moniz. Motion carried unanimously.

Directors Comment:

- Questions pertaining to the Lake Street Solar Field failure and Water Treatment Plant construction omission were made of the General Manager. Directors opined that the Hungerford & Terry onsite costs portion is excessive.

Closed Personnel Session:

- None.

Adjournment:

- Adjourned at 4:24 p.m.

“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.