

MINUTES
MOAPA VALLEY WATER DISTRICT
BOARD OF DIRECTORS MEETING
HELD
THURSDAY, SEPTEMBER 8, 2016

PRESENT: Kenneth Staton
Jon Blackwell (by phone)
Randy Tobler
Lindsey Dalley
Ryan Wheeler
Joe Davis
Jeannie Poynor
Bryan Mortensen
Susan Rose
Lon Dalley
Vernon Robison, Moapa Valley Progress
Mandy Neilson, MVHD Soccer Team
Rudd Conover, Forsgren Associates, Inc.
Kurt Kelson, MVHS Booster Club

ORDER OF BUSINESS: At 4:00 p.m., Chairman Ken Staton called to order the regular meeting of the Moapa Valley Water District Board of Directors. The agenda items were addressed in the following order:

1. Public Comment (May be limited to five minutes)

None

2. Approval of the minutes of the previous meeting held August 8, 2016 (For Possible Action)

On motion of Lindsey Dalley and seconded by Randy Tobler, the Board voted 4-0 in favor to approve the minutes of the August 8, 2016 meeting.

3. Moapa Valley High School Boys Soccer Team – Donation – Mandy Cole (For Possible Action)

Mandy Cole was at the meeting to request a donation for the Moapa Valley High School Boys Soccer Team. The donation will be used for basic necessities and perks for the boys. The parents have to pay a fee for their boys to join the team but it doesn't cover everything. This year they had player of the week jerseys donated by the Olympic soccer team. The boys are really excited about that. They receive the jersey for team spirit, leadership and things like that. Mandy said that any donation the Board could make would be greatly appreciated.

On motion of Randy Tobler and seconded by Lindsey Dalley, the Board voted 4-0 in favor to donate \$100 to the Moapa Valley High School Boys Soccer Team.

4. Moapa Valley Booster Club – Donation – Jennifer Totten (For Possible Action)

Kurt Kelson was at the meeting to request a donation for the MVHS Booster Club. He also asked for a \$100 dollars for advertising.

Randy said that he is good with the donation but thinks the Board needs to talk about the advertising funds. Everyone could start asking for money for advertising as well as a donation. He's willing to do the advertising this year but it needs to be talked about in the future especially since we just raised rates.

Ryan Wheeler said that he agrees with Randy. He's good with the \$100 donation.

On motion of Lindsey Dalley and seconded by Randy Tobler, the Board voted 3-1 in favor to donate \$100 to the Moapa Valley High School Booster Club and to also give them a \$100 for advertising. Ryan Wheeler voted against the motion. He was against giving the Booster Club a \$100 for advertising.

5. **Approval to Enter into an Engineering Contract with Sunrise Engineering to Perform Work on the District's Master Capital Improvement Plan in the Amount Not to Exceed \$66,600 (For Discussion Only)**

Joe Davis explained that after going thru and reviewing the request for qualifications, Staff chose Sunrise Engineering to do the master capital improvement plan. They negotiated a price with Sunrise which was \$66,600. That's less than what we budgeted for it. Joe and Ryan went thru the scope of services and it looks like Sunrise has everything in their scope of services. We should have everything back in February so we start the budget process. Staff has been compiling all of the information that we need to give Sunrise so they can get started on the plan. A kickoff meeting is planned for September 16th. Staff would recommend approving this contract.

Ryan said that he's been involved in this process. He's met with Staff and they went over the scope of services. Staff has done a great job going over the proposals and making sure that Sunrise Engineering meets our goals and also understands them. He's ready to move forward with this.

Lindsey thinks that Ryan is a great asset to us.

Joe said that we rode on some coat tails while going thru this process but we feel good because we have someone who understands all of this. It helped staff out a lot.

On motion of Randy Tobler and seconded by Ryan Wheeler, the Board voted 4-0 in favor to approve staff to enter into an engineering contract with Sunrise Engineering to perform work on the District's master capital improvement plan in the amount not to exceed \$66,600.

Jon Blackwell called into the meeting at this time.

6. **Approve the Revised "Commercial Driver's License" Section of the Moapa Valley Water District Drug Policy Manual (For Possible Action)**

Joe explained that staff has been going thru the District's policy manual to make sure that it meets Pool Pacts expectations in order for them to defend it. We've been updating it but the one portion that we have no control over is the federal portion which is the section that deals with all of the CDL drivers. They set different drug limits that they test for so when those are changed we have to change the policy. There's nothing we can do about that.

Byron said that the Board has to accept this change.

Jeannie said that the only thing that was changed was that before we had to have 50% of the average number of drivers positions tested and they reduced that to 25%.

On motion of Lindsey Dalley and seconded by Randy Tobler, the Board voted 5-0 in favor to approve the update to the CDL Drug and Alcohol policy reducing the minimum annual percentage rate for random controlled substance testing for drivers of commercial vehicles.

Joe said that staff is trying to update all of our policy manuals. Jeannie and Joe have been spending time with Pool Pact trying to get that done. When they're done they will send them over to Byron for review. They will be on the agenda for Board approval but not all at once. We'll do it one chapter at a time. It would be too much to do it all at once.

7. **Manager's Reports**

Office Manager – 1) Jeannie explained that the financial dashboard shows the information for the 1st month of the fiscal year. It looks like our revenues are up \$240,000 so that's good. Last year in July we were at \$147,000 as far as income goes. Randy asked if there was any way that Jeannie could put the effect of the rate increase on the financial dashboard so we can see the elasticity of certain percentages. Otherwise we would have to pay a consultant to figure that out for us. He asked Jeannie if she could record the revenue difference, the number of days in the month of the previous year and document it so we can see what the difference is. We would probably have to record the gallons used also. Jeannie said she could do that. **2)** We will have the audit report on next month's agenda.

Assistant General Manager – Lon Dalley wasn't at the meeting so Bryan Mortensen filled in for him. **1) Production –** Water production is in line with previous years. Water produced in August was 110,391,000

gallons pulled from Warm Springs. **2) Arrow Canyon** – We're watching the Arrow Canyon well levels. There's always a difference there depending on what well we use. **3) Meter Installs** – We actually installed four meters last month. One was on Paiute, one on Pinwheel, one on Turvey and one on Pioneer. That's 14 so far this year. **4)** – The guys are staying busy and getting a lot done out in the field. It's an aging system so it needs lots of TLC.

General Manager- 1) National Rural Water - Next week Joe will be going to Florida for the National Rural Water Conference. All of the Nevada Rural Water Board will be attending the conference. The majority of the stuff that will be talked about will basically be dealing with all of the things that are going on with EPA and the waters of the US. There are quite a few Rural Water Associations that have a lot of powerful representatives in Congress that are willing to push the issue. Hopefully going there will help everyone get on the same page. It will help us know what we need to be saying to our representatives so they can understand what we need. **2) Arrow Canyon Chlorinator** – There's two chlorinating firms out there now that have branched off from the original system we had. From staffs perspective it would be nice to stick with what we have so that we'd have redundancy in the system and because of parts. Some of the companies are cream of the crop and some are just middle of the road. Lon and Bryan spent quite some time going over the spec's. What we're doing right now is having Bowen Collins write up our bid spec's to make sure we don't miss anything. We're looking at two systems. One is Microcore and the other is Denora. Basically they're easy to work on. **3) Arrow Canyon #3** - We did a test pump at Arrow Canyon #2 and found out that it did better than we thought it would. Unfortunately we could only do the pump test for one day because the demand was so high and Joe had to keep everyone in water. We need to do a four day test so we can get the exact numbers. We're planning on getting that test done the 1st week of October. That will help Glorietta and us decide which direction we're going to go with Arrow Canyon Well #3. The ultimate goal would be to get it as close as possible to one of our lines but we know that it's probably going to end up sitting where we are probably going to have to deal with BLM. We're really trying to fast track getting the best possible data so we will only have to deal with them once. Hopefully we can use some of our representative to help us with the process. We can't wait 10 years to do it and that's about how long it will take if we don't get some help from them. **4) Unaccounted Water Loss** –This is a head scratcher. Unfortunately for us we were at 6% last year and that gave us a false sense of security so we haven't been checking the numbers monthly. You can see that in December we had a slight increase and then in January, February, March, April, May, June and July it is just off. We still don't know if it's a control meter even though it looks like its tracking like it's suppose to. We've pulled meters in our system and flow checked them and 5 out of the 8 weren't showing anything for low flows so we thought we were onto something. We pulled more meters and some of them were right on and some were off. All of the large meters have some type of problem but we knew that was going to happen because they are so old. Some are registering zero usage and some are registering 26%. They should be registering 95% or above. Some are major issues and we have those targeted. We are going to be going thru and replacing them. We just accelerated our replacement program. It could be a meter calibration issue because the water is going somewhere and there's no marsh around here. With 1.6 million gallons a day missing, it has to go somewhere. It's not showing up on the ground and it's not showing up in the river. We're continuing to pull meters and testing them but we've also ordered more insertion meters that we're going to put in the system. That way we'll be able to see exactly what we're pulling out of the ground and exactly what's going into the Moapa Tanks. It will help us see if there's a problem in between those two tanks. We'll keep moving them systematically until we find out what's going on. Right now it still could be a production meter problem or it could be a billing problem. Our billing is down so we know that we have meters that are wrong. For instance, one meter that we pulled out said that the amount of water that was going thru it was 10 million gallons a year. After testing it we discover that they actually used 15 million gallons a year so it didn't capture 5 million gallons. Other meters are doing fine. We've only tested 30 meters so far. Luckily Bryan was able to use the City of Henderson's testing machine which is certified so we know that what we're doing isn't half cocked. It takes him all day to go in and use it. We definitely are grateful to Henderson for allowing us to use their equipment. We're going to find out which meters are 10 years old and older and are going to pull them out, test them and replaced them if needed. We have a lot of 1 ½" meters and larger that are 17-18 years old. Those are the ones that we targeted 1st. There hasn't been an easy answer. We're leaning towards some of the production meters being wrong. They were put in 1992 and they were upgraded in 2002. The electronics have been replaced on them but the meters themselves have been in the ground since 2002 -2005. We've pulled Arrow Canyon #1 and bought a new one. That's where 90% of our production is pulled from. The old mete will be sent back to Badger to be tested. All of those numbers have to go to the State of Nevada. We moved from a Badger meter to a Toshiba inside the Baldwin overflow. They wanted to know what was better about the Toshiba meter compared to the Badger meter so we're putting the same type of meter back in. Joe ordered two insertion meters for the two prvs at the Moapa Tank which cost \$6,000. We have a total of eight insertion meters that we've put in so far and we still need to buy 11 more. We have a lot of work that needs to be done in the system.

Byron Mills asked if we are going to make sure that the customers that have meters that are reading incorrectly and are being replaced are going to be notified before they're bill goes out.

Staff assured him that the customers will be notified of the change.

8. Public Comment (Maybe Limited to Five Minutes)

Rudd Conover with Forsgren Associates introduced himself to the Directors. They have been talking to Joe about different opportunities to provide engineering services for the District. They talked about some high tech electromagnetic stuff which they have all been keeping a 5' distance from because they're not certain that that's the way to go for finding water. They're looking forward to submitting when they're qualified. He spoke with their office manager in Mesquite and they just didn't have current masterplan or CIP experience that would push them ahead of anyone else so they kept their money in their pockets so to speak. If the District has anything coming up they would be happy to look at it. They were just awarded a project from Virgin Valley Water District to do a line going to Bunkerville.

Joe explained that anytime we have to work in the river and deal with all of the endangered species that's associated with it, we have to get a 404 permit. Sam with Forsgren is really good at that. The District has kind of ridden on coattails by using someone who has recently done it because it's fresh in their mind and they know how to walk thru the system with it. We actually have Meadow Valley Wash that we need to do something with. Staff has talked with the Core of Engineers about it and they think it would be simple. That's always good until Fish & Wildlife gets involved. As we're looking at some of these things coming down the pipe with this capital improvement plan those are some of the things Sam would be great at.

Rudd said that they're trying to expedite that and get a review in less than 40 days. It usually takes 180 days. They hope Fish & Wildlife will say there's no issue.

9. Director's Preference

- Review Monthly Expenditures

Randy Tobler disclosed that he has an interest in a small business that is on the monthly expenditures list.

On motion of Chairman Staton and seconded by Randy Tobler the Board voted 5-0 to call a closed-door session at 4:53 pm.

- Litigation (Closed-Door Session)**
- Water Rights Discussion (Closed-Door Session)**

On motion of Chairman Staton and seconded by Ryan Wheeler the Board voted 5-0 to reconvene the open-door session at 5:55 pm.

10. Personnel (Closed Door Session)

None

11. Approval of the October 13, 2016 Board Meeting

The general consensus was to hold the October Board meeting on the 13th.

12. Public Comment (May be limited to five minutes)

None

13. Adjournment

The meeting adjourned at 5:58 p.m.