



Board of Trustees  
Minutes of Regular Meeting  
Tuesday, May 7, 2024  
6:00 P.M. | Board Room  
Minden-Gardnerville Sanitation District  
1790 Hwy. 395  
Minden, Nevada

Board Members Present:

Barbara Smallwood  
Sondra Condron  
Chris Shorten  
Ray Wilson  
Ted Thran

Board Members Absent:

None

Staff Members Present:

Peter Baratti  
Cliff Simpson  
Bill Peterson  
Presley Cochran  
Haley Mosegard  
Jessica Kneefel

Staff Members Absent:

April Burchett  
LaVonne Ghanavati  
Bruce Scott

Others Present: Michele Wagner, Dan Griffith, Greg Reed

**1. Meeting called to order at 6:00 p.m. by Barbara Smallwood, Chairman.**

**2. Public Comment:** There was no public comment.

**3. District Manager's Report:** Peter Baratti reported that the District is in the process of having the parking lot repaired and there have been several other standard repairs and maintenance projects throughout the plant.

**4. Chairman's Comment:** Barbara Smallwood welcomed Michele Wagner and Dan Griffith.

**5. Claims Review and Approval:** Ray Wilson asked about the CoGen. Peter explained that the CoGen system's telemetry is tied into the District's breaker. When the breaker and switchgear exploded in February 2023, the District has been using a temporary breaker and switchgear which will not support the CoGen system's energy requirements. As a result, the District will continue to accrue large utility bills while the CoGen is out of service.

Trustee Shorten asked if the funds in the LGIP account are sufficient to cover the ARRA loan repayment. Peter said the District is in the final stretch of paying off the ARRA loan (the District is unable to pay the loan off early per the Nevada Department of Environmental Protection) and the District is able to add funds to the account if needed.

**Motion: To approve the claims received for March 2024 in the amount of \$87,512.93 and the payroll-related expenses paid during March 2024 in the amount of \$169,251.77**

Made by: Chris Shorten

Seconded by: Sondra Condron

**Vote: Motion carried.**

Ayes: Smallwood, Condron, Shorten, Thran, Wilson

Nays: None

Abstain: None

Absent: None

**6. Minutes of April 2<sup>nd</sup>, 2024 Regular Board Meeting and April 10<sup>th</sup>, 2024 Special Board Meeting:** Barbara Smallwood commented that for the April 2<sup>nd</sup> meeting, she did ask Peter if he had been properly noticed per NRS for his annual review, and staff replied that they will correct the minutes accordingly.



**Motion: To approve the minutes of the April 2<sup>nd</sup> Regular Board Meeting with the noted corrections.**

Made by: Sondra Condrón  
Seconded by: Chris Shorten

**Vote: Motion carried.**

Ayes: Smallwood, Condrón, Shorten, Wilson  
Nays: None  
Abstain: Thran  
Absent: None

There were no comments or discussion regarding the April 10<sup>th</sup> Special Board Meeting.

**Motion: To approve the minutes of the April 10<sup>th</sup> Special Board Meeting.**

Made by: Ray Wilson  
Seconded by: Sondra Condrón

**Vote: Motion carried.**

Ayes: Smallwood, Condrón, Wilson  
Nays: None  
Abstain: None  
Absent: Thran, Shorten

**7. Board Policy Manual:** Barbara Smallwood thanked the staff for their work on the Policy Manual.

**8. April Burchett Retirement:** Discussion followed regarding locations for April’s retirement luncheon.

**9. Attorney-Client Conference:** Bill Peterson said he had nothing new to report at this time. Peter commented that he spoke to Bill regarding the sale of the old camera equipment to Indian Hills GID.

**10. Engineer’s Report:** Presley Cochran reported that she met with Peter last week to catch up with ongoing projects, and briefed the Board on the NDOT portion on Ironwood was supposed to happen recently but is now scheduled for 2027 which would put the District’s rehabilitations on hold. They will meet with NDOT later this month to discuss next steps. Discussion followed regarding future GIS projects.

**11. Controller’s Report:** LaVonne Ghanavati was absent from the meeting.

**12. Administrative Report by Staff:** Discussion followed regarding archived sewer permits from the 1960’s.

**13. Board Comment:** The Board confirmed the date for the Final Budget Hearing.

**14. Public Comment:** There was no public comment.

**15. Meeting adjourned 6:53 p.m.**

Approved by the Board of Trustees as presented on:

\_\_\_\_\_ By \_\_\_\_\_  
Date Ted Thran, District Secretary