



Sun Valley General Improvement District Board Meeting Minutes of July 28, 2022

Board Members Present:

Susan Severt	Vice Chair
Joseph Barstow	Secretary
Michael Rider	Trustee

Board Members Not Present:

Sandra Ainsworth	Chair
Carmen Ortiz	Treasurer

Staff Present:

Chris Melton	SVGID, General Manager
Brad Baeckel	SVGID, Public Works Director
Jennifer Merritt	SVGID, Administrative Assistant
Maddy Shipman	SVGID, Legal Counsel

Other Members Present:

Mark Neumann	Public
Michael Revty	Public

The meeting of the Sun Valley General Improvement District was called to order by Vice Chair Severt at 6:00 pm in the Sun Valley District Administrative Building, 5000 Sun Valley Blvd., Sun Valley, NV.

Item# 1. Roll call and determination of a quorum.

Board members present; Vice Chair Severt, Secretary Barstow, and Trustee Rider. A quorum was present.

Item# 2. Pledge of Allegiance.

Led by Trustee Rider

Item# 3. Public comments for items not on the agenda.

Audience member Mr. Neumann reported he was successful getting 21 fans delivered to the Sun Valley Neighborhood Center for the Washoe County Senior Program for seniors who cannot commute to the Reno Ninth Street Senior site.

Item# 4. Motion to approve the agenda.

Trustee Rider made a motion to approve the agenda. Vice Chair Severt seconded the motion. The motion carried unanimously.

Item# 5. Certify posting of the agenda.

Ms. Merritt certified posting of the agenda.

Item# 6. Trustee/Manager's announcements, request for information, and statements relating to items not on the agenda.

Mr. Melton announced Sun Valley Health and Safety Festival is scheduled for July 30, 2022 at the Sun Valley Community Park beginning at 8am until noon. Hug High School Ribbon Cutting Ceremony is scheduled for August 2, 2022, 2pm at the main entrance. The Sun Valley Citizen Advisory Board is scheduled for August 6, 2022, 10am at Hobey's Casino. He also announced the District's August 11, 2022 Board of Trustees meeting has been cancelled due to various vacation schedules and lack of agenda items.

Item# 7. Discussion and action to approve account payables for July 28, 2022.

Trustee Rider gave a brief report of the account payables, customer refunds and payroll for July 28, 2022.

Trustee Rider made a motion to approve the account payables for July 28, 2022 in the total amount of \$348,701.77. Secretary Barstow seconded the motion. After discussion the motion carried unanimously.

There were no public comments.

Item# 8. Discussion and action to approve board meeting minutes of July 14, 2022.

Trustee Rider made a motion to approve the Sun Valley General Improvement District Board Meeting Minutes of July 14, 2022 as submitted. Secretary Barstow seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 9. Discussion and possible action to approve sending up to 2 employees and Board of Trustees to the 2022 Nevada Association of Counties Annual Conference scheduled for September 27, 2022 thru September 29, 2022 in Virginia City.

Mr. Melton reported the Nevada Association of Counties annual conference is scheduled for September 27th thru September 29th, 2022 hosted by Storey County at the Pipers Opera House in Virginia City. The conference agenda has not been published yet; staff will provide a copy as soon as it's available. He reported full registration is \$225 per person or one day registration is \$150 per person. There will be a need for one day \$20 lunch per diem for September 25th, all other meals will be provided with registration. He reported the P.O.W.E.R. Workshop is no longer available; University of Nevada Reno Cooperative Extension has disbanded its Certified Public Officials Program.

Mr. Melton reported the 2022 Nevada Association of Counties annual conference registration would be paid from the District's convention/seminar/training within the 2022/2023 approved budget. Staff is requesting to approve any Board of Trustees and up to

two staff members to attend the conference with a not to exceed amount of \$1,750.00.

Discussion ensued regarding how informative the Nevada Association Conference is for government agencies elected officials to attend. Additional discussion ensued regarding who could attend the conference based on their work schedules.

Trustee Rider made a motion to approve up to three board members and two staff members to attend the Nevada Association of Counties 2022 Annual Conference as presented by staff, with a not to exceed amount of \$1,750.00. Vice Chair Severt seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 10. Discussion and possible action to approve sending up to 9 employees and Board of Trustees to the 2023 Nevada Rural Water Association Annual Conference scheduled for March 14, 2023 thru March 16, 2023 in Reno, NV.

Mr. Baeckel reported Staff is requesting permission for 8 field members, 1 office member and any board members to attend the upcoming Nevada Rural Water Conference. The conference will be held at Nugget Casino Resort from March 14th through March 16th, 2023. The conference will offer the opportunity to learn from fellow water professionals, build new vendor relations, attend education classes and obtaining continued educational units (CEU's) that are required for water certification renewals.

Mr. Baeckel reported in past years the District has had to opportunity to register and attend this conference utilizing scholarships funded by a State of Nevada, Division of Environmental Protection grant. The grant has graciously been awarded to the District the last several years; the grant is specifically for smaller rural water systems. The District does not qualify for this grant as we are considered a larger non-rural water system. Nevada Rural Water Association is offering an early bird registration if registered between July 1, 2022 and August 31, 2022; Full registration is \$340 per person, Two Day registration is \$285 per person, and One Day registration is \$230 per person. Registration is dependent of the conference schedule that has not yet been published. Staff recommends two-day registrations for all personnel unless it is determined that one-day registration is sufficient after reviewing the conference schedule and any Board of Trustees that would like to attend. Nevada Rural Water Association conference registration would be paid from the District's convention/seminar/training within the 2022/2023 approved budget. Staff is respectfully request approval to attend the 2023 Nevada Rural Water Association Conference with a not to exceed amount of \$4,000.00.

Discussion ensued regarding making sure any new elected board of trustees should be eligible to attend the conference.

After further discussion Trustee Rider made a motion to approve up to five board members and nine staff members to attend the Nevada Rural Water Association 2023 Annual Conference as presented by staff, with a not to exceed amount of \$4,000.00. Secretary Barstow seconded the motion. The motion carried unanimously.

Audience member Mr. Neumann inquired if the continued education units are actual water certifications.

Item# 11. Report by Public Works Director regarding District's Tariff Rule 15 section B.2. Non-Residential Backflow Prevention Devices; with possible direction to staff.

Mr. Baeckel reported a cross-connection is an unprotected connection, or potential connection, between a public drinking water system and any other source through which it is possible to introduce pollutants or contaminants. A hose flushing a car's radiator, or a hose filling pesticide spraying equipment are examples of cross connections. There is the potential for backflow of contaminants or pollutants to be siphoned into the water system. Backflow is a reverse flow condition, where used water and contaminants flows backwards into the public water supply. Backflow contamination is one of the leading causes of waterborne disease outbreaks. This is why an effective cross-connection control program is so important for public water systems.

Mr. Baeckel reported the District's Tariff Rule 15 section B.2 currently requires all commercial customers to have an approved backflow prevention device installed at the meter to protect the water system from contamination. These devices need to be tested annually to ensure they are operating correctly. For good cause, the District may also require that backflow prevention devices be inspected and tested more often than annually, for example, anytime service is turned off for any reason it must be re-tested. The Tariff states that backflow inspections shall be performed by the District. Due to the resignations of certified staff members, the District issued notices to all commercial customers requiring that they have their devices tested by July 1st, 2022. This gave customers about 3 months to comply. Staff sent 2nd notices in early June reminding customers to submit test results by July 1st, 2022. At this time, approximately half of the customers have turned in their test results; there are still customers that need to have their devices tested. In effort to encourage customers to comply, staff will be sending a 3rd and final notice with a compliance date of September 1st, 2022. If test results are not received by then, the District will proceed with disconnecting service. It will be unfortunate to have to disconnect service, but is necessary in order to protect the public water system.

Mr. Baeckel reported staff, at a future meeting, will provide additional discussion regarding the District's Tariff Rule 15 and present various recommendations, including changes to having District customers responsible for getting their own backflow devices tested in place of the District performing this service. Staff has developed a list of certified/licensed backflow testers that has been furnished to all customers with backflows to select from.

Trustee Rider commented he understands why the District elected to not perform the backflow testing, per District Tariff Rule 15 due to staffing shortage and loosing certified backflow testers. He has concerns regarding commercial customers not complying and would like to discuss the District being responsible for performing the backflow tests again. In efforts to protect the District's water system, the District should control the backflow prevention program, to ensure devices are being tested and functioning properly. He also suggested the District should consider raising the backflow testing fee to help offset actual

time and materials.

Secretary Barstow commented the list of certified/licenses backflow testers provided vary in pricing. In some cases, there is a waiting list for scheduling and some of the vendors only test the Sun Valley area once a month. He would like for the District to continue working with District customers regarding having their backflow device tested, allowing them time as long as they communicate and/or update the District Public Works Director of any progress or delays.

Mr. Baeckel responded due to the shortage of District staffing, having the commercial customers backflow devices tested by a certified/licenses backflow tester is new to all District customers. He would like to send out notifications earlier next year to see how the program operates on another trial bases, by continuing to have the testing outsourced.

Mr. Melton responded the District will always work with a customer within reason; those that communicate with the District as to why they haven't had their backflow devices tested. There are always some form of growing pains with changing a process and it is a matter of educating customers of the District's new process. If it doesn't work, he agrees the District might have to consider reverting back to testing commercial backflow devices once again. As mentioned, staff will bring this back at a future meeting for continued discussion on options how to proceed with the District's Backflow Prevention Program.

Vice Chair Severt inquired how many District customers are subject to having their commercial backflow device tested. She inquired if a commercial customer was disconnected for any reason, who is responsible for testing the backflow device when service is restored. Lastly, if the District had to disconnect service, particularly to a restaurant, does the District have to notify Washoe County prior to.

Mr. Melton responded there is approximately 60 District commercial customers that are required to have their backflow device tested. If a commercial customer was disconnected for any reason, the District would be the responsible party to re-test the backflow device. The District is responsible for notifying Washoe County Health Department anytime it has to disconnect water service to a restaurant.

Audience member inquired how much does it cost an individual to train and become certified to test backflow devices.

Mr. Baeckel responded it costs approximately \$1,300 to become a certified backflow tester. Courses are provided multiple times throughout the year and certifications are good for several years.

The Board of Trustees thanked staff for the backflow update and directed staff to bring agenda item back for continued discussion at a future meeting.

There were no public comments.

Item# 12. Legal report by Maddy Shipman.

Ms. Shipman reported she will be absent for the District's August 25, 2022 meeting and the District's backup legal counsel cannot attend the meeting due to other commitments.

Item# 13. Field report by Brad Baeckel.

Mr. Baeckel reported on the following items:

- Field staff is fully staffed; the new field supervisor started July 18, 2022. With an entirely new crew, he will be busy training and overseeing daily activities.

Item# 14. Manager report by Chris Melton.

Mr. Melton reported on the following:

- Staff successfully submitted its American Rescue Plan Act Grant application with Washoe County. The application will be reviewed by Washoe County Board of County Commissioners sometime in August with the recommendation for approval. Once grant is approved, staff will bring the project list to the Board for input and setting the priority schedule.

Item# 15. Public Comments.

Audience member Mr. Neumann commented the Sun Valley Citizen Advisory Board meeting is scheduled for August 6, 2022, 10am at Hobey's Casino.

Pastor Barstow with H.O.P.E. Church Nazarene announced there will be a 70th Anniversary celebration scheduled for August 20, 2022 at 3pm at the church. The event is open to the Sun Valley community; there will be food, games, and guest speakers.

Item# 16. Board Comments.

Secretary Barstow commented it is nice to see a District presence once again in the valley, and acknowledged staffs hard work.

Vice Chair Severt commented on the Sun Valley Pool, the pool staff is doing a good job with making sure the pool facilities are cleaned every day. She introduced herself to the District's park employee, he was very friendly and takes pride in his work. Lastly, she commented on the upcoming Sun Valley Health Festival, this is a great event for families to attend, especially for children that need school immunizations.

Item# 17. Future Agenda Items.

Vice Chair Severt requested a District Safety Committee update.

Item# 18. Adjournment.

Secretary Barstow made a motion to adjourn at 6:36 pm. Trustee Rider seconded the motion. The motion carried unanimously.

Approved by the SVGID Board of Trustees on August 25, 2022
Minutes Prepared by: Jennifer Merritt, Administrative Assistant