

STAGECOACH GENERAL IMPROVEMENT DISTRICT

SGID Office, 5000 Navajo Trail, Stagecoach NV 89429

Providing sufficient quantity and protecting the quality of water for Stagecoach Valley residents

REGULAR MEETING

Thursday, March 14, 2024, 3:30 P.M.

MINUTES:

(also available on SGID's website www.stagecoachgid.com under the News and Information tab)

1. **Pledge of Allegiance**
2. **Roll Call - __ V. Aveiro __ G. Ray __ J. Moore __ M. Gartenberg __ J. Catanzarite**
All Board Members were present.
3. **Public Participation – None**
4. **Approval of Agenda – Gene Ray made a motion to approve the agenda as presented.**
Victoria seconded the motion. None opposed. Motion passed.
5. **Election of Board Officer - Nominate and Elect the following Board Officer Position:**
 - a. **Secretary-** Joe C. nominated Victoria to retain the position of Secretary for the 2024 Calendar Year. Gene Ray seconded the motion. Marjorie opposed. Motion passed.
6. **Approve "Posting of Meeting" Document(s) – Regular Meeting Agenda March 14, 2024, and Public Hearing Notice for April 11,2024-** Marjorie made a motion to approve the Posting of Meeting Documents as Presented. Joe C seconded the motion. None opposed. Motion passed. (See Attachments A & B)
7. **Approve Block Items –February 8,2024 Regular Meeting Minutes, and Treasurer's Report. – Gene Ray made a motion to approve the February 8, 2024, Regular Meeting Minutes, and Treasurer's Report as presented.** Marjorie seconded the motion. None opposed. Motion passed.
8. **Discussion and Decision regarding progress of locating Water Loss-** Tina let the Board know that we have started replacing Meters/ MXU's in the District to help with locating any Meters that are not reading correctly, as the customers are receiving water, and it is not registering any usage.
9. **Discussion and Decision regarding any information on the viability of the Ag Wells located at the Turf Farm-** Tina explained to the Board that Mr. Smit was out here, and they talked about getting access to the wells on February 23rd, Mr. Smit said he would have the key here Monday the 26th. Tina emailed Mr. Smit on Thursday the 28th asking again about the key. On March 7th, a courier came to the office with a key. We will try

and complete the sampling ASAP and bring that information to the Board. Gene Ray asked if the wells are not being used? Steven reported that they have not been in use since October. The well is currently winterized and will begin pumping water soon Turf Season. Once that happens, we will collect samples.

10. **Designation of Auditor for FY 2023/2024 Audit** – Tina presented a bid of \$10,000 from Sciarani & Co. to perform this year’s audit engagement for fiscal year 2023/2024. The price increase is slightly higher than last year. (See Attachment C) Marjorie made a motion to approve the bid as presented and Designate Sciarani & Co. as the Auditor for FY 2023/2024 Audit. Joe C seconded the motion. None opposed. Motion passed.
11. **Discussion for possible Wants/ Needs for the upcoming FY 2024/2025 Budget-** Tina explained to the Board that many things have been budgeted for in previous budgets; yet not acquired or achieved. She explained that we are looking at some serious upgrades and maintenance for our system. We do have financial constraints, and staffing restrictions. With that being said, she believes that we will need some outside services. The money we spend will be necessary, as we cannot do these things in house. (See Attachment D) No action necessary.
12. **Discussion and Decision on Renewal of 2 CDs with United Federal CU-** Tina explained to the Board that we have been offered renewal rate @ 5% APY for 12 months. We have two CDs: Water Fund w/ current balance of \$201,543.03 w/ possible earnings of \$10,142.19 and Capital Improvement w/ current balance of \$313,776.27 w/ possible earnings of \$15,790.07. Tina suggests that we renew both CDs @ the offered rate for 12-month terms. Gene Ray made a motion to approve the Manager to renew both CDs at the offered APY 5% and having the Chair sign the letter to United Federal CU Authorizing Manager Schmidt, Tina to accept the offer and renew the CD’s. Marjorie seconded the motion. None opposed. Motion passed.
13. **Discussion and Decision of closing the Nevada State Bank Accounts to complete the migration to WaFd Bank-** Tina explained to the Board that the migration is almost complete. She will need authorization to close the accounts with Nevada State Bank. We are only waiting on the payment processing template and the link to apply to our website. Marjorie made a motion to approve the closing of the three accounts with Nevada State Bank. Moving those funds to the WaFd Bank Accounts. Designate the Chair to sign the letter Authorizing Manager, Schmidt, Tina to complete the necessary transactions. Gene Ray second the motion. None opposed. Motion passed.
14. **Information from Utility Supervisor** – There was no report turned in from Joe S.
15. **Information from Manager – Information Only**
 - A. The Office Door Installation has been completed.
 - B. Melissa and Tina attended the Quarterly Cyber Security Training March 3,2024
 - C. Joe and Steven attended the NvRWA March 5th -March 7th.
 - D. Steven will be taking his Distribution 3 test on March 8th – Steven passed his Distribution 3 test.

Review of Meetings attended in person or via Zoom.

- A. Planning Commission Meeting-February 13th Incorrect APN#'s were listed for Traditions Development; therefore, they had to reschedule the agenda item.
 - B. BOCC Meeting-February 15th No report necessary
 - C. SCAB Meeting- March 6th Report given by Melissa (See Attachment E)
 - D. BOCC Meeting- March 7th Donna Cup retired after 34 yrs.
 - E. Planning Commission Meeting- March 12th Rehearing of Traditions Development with corrected APN#'s and approval.
16. **Pay Bills Over \$5,000.00** – Tina explained that we have an invoice#11145725 from Western Nevada Supply in the amount of \$64,391.49. This was the cost to start the Meter/MXU replacement for our system. And to order the remaining Meter/MXUs come July 1, 2024. Gene Ray made a motion to approve the payment to Western Nevada Supply in the amount of \$64,391.49. Joe C. seconded the motion. None opposed. Motion passed. (See Attachment F)
17. **Discussion and Decision regarding Board Member concerns being brought to the attention of the Board to be properly addressed and agendaized-** Anyone that has an item related to SGID can submit a request by phone call, email, mail or text message to the Manager Schmidt, Tina to have it placed on the Board Meeting Agenda. The requirements are to submitted request by 10am the Wednesday the week prior to the Meeting. It must be applicable to the SGID. No action necessary.
18. **Annual Job Performance/Appraisal of SGID Manager, Schmidt, Tina-** Annual Job Performance/Appraisal of Schmidt, Tina due by June 1, 2024. The Board agreed at the February 8, 2024, meeting to complete this at the March 14, 2024, meeting with the Effective date of June 1, 2024. Gene Ray made a motion to approve Schmidt, Tina to keep the position of SGID District Manager with a 2.5% merit increase effective June 1, 2024, and Chair Mr. Moore to sign the review: attaching the individual reviews. Marjorie seconded the motion. None opposed. Motion passed.
19. **Director's Suggestions for future Agenda Items** – Joe C. none, Marjorie none, Gene Ray none, Mr. Moore none, Victoria would like clarification and update on LOA/HOA for the Iron Valley Estates Development.
20. **Public Participation** – Lesa Beilman cannot run for Board position due to prior commitment to Election Polls.
21. **Adjournment** – Gene Ray made a motion to adjourn. Marjorie seconded the motion. None opposed. Motion passed. (5/0)

Meeting Adjourned at 4:56pm

Minutes Documented by Melissa Shipman *mshipman*

Respectfully submitted *Vf Aveiro*
Victoria Aveiro, Secretary