

Chairman Staton feels that if it's not something Joe uses, then it doesn't need to be in the general manager's job description.

Lindsey Dalley thinks that the only advantage of Joe having a CDL is that we are a smaller utility and if an emergency popped up where we needed all the employees out in the field, we could have Joe drive the dump truck. But there probably would be plenty of other things that he could do.

On motion of Ryan Wheeler and seconded by Randy Tobler, the Board voted 4-0 in favor to change section 3.1.5 of the District's Personnel Policy Manual to "The General Manager is required to possess and keep current a valid Nevada Class C Driver's License with any necessary endorsements.

Jon Blackwell came in at 4:15 PM.

5. **Manager's Reports**

Office Manager – 1) Jeannie explained that the revenues that were in the Board packet did not have the October amount in it because we just barely closed billing. Randy was looking at September and wanted to know if the numbers were correct. Jeannie, Joe and Lon talked about that today. Joe said that if you look at the August numbers it was actually the water used in July. July is when the increase kicked in so they think that it was down because people got their bills and cut their watering. Now usage is starting to pick back up. That's the only thing they can think of. 2) Jeannie said we're pretty close to where we should be on the budget.

Assistant General Manager - 1) **Production** – Water production is staying consistent. We pumped 98,104,000 gallons of water last month. All of it came out of Arrow Canyon #1.

2) **Arrow Canyon Well Level** – Lon said that the well level is right in line with the last few months.

3) **Meter Installs** – We installed one residential meter last month. 4) **Meter Testing** – We've changed our strategy to try to be a little more accurate to eliminate any outside influences but it does take longer to do it. This month we tested 51 meters. Two of those 51 failed below 95%. One was at 80% and the other was at 59%. We're kind of all over the board as far as percentage goes. The 1st group was at 13%, the next group was at 12%, the 3rd one was at 4% and now we're at 2%. We're continuing to work on this issue. 5) **Water Line Capital Improvement Projects Update** – Joe and Lon met with Ryan for a little bit. Ryan wants to sit down to talk about how we're going to pay for the projects. Lon thinks that's a little ways down the road.

General Manager – 1) **NVRWA** – NVRWA came down to see if they could find a leak for us and to educate us on what to look for in leak detection companies. We had one group come down in the late 90's to do a mass leak detection to see if they could find some leaks. Joe didn't really think it was worth the money we spent. NVRWA went to the narrows with their equipment. The problem is, when Joe started researching the equipment that they have, 24" in kind of the max. It works best on 16" or smaller. It's harder to use on larger pipe. They did some smaller pipe down in Overton to see how it actually worked. It doesn't record PVC pipe very well but it does do well on ductile iron and ac pipe. Joe explained to the Directors how the detector works. Staff is identifying where leaks could possibly be. 2) **NRWA Water Rally** – Each year they send two representatives to the NRWA Water Rally in Washington DC. This is a chance for rural water companies to meet with representatives there. We can explain to them how the money they are putting in the budget for small rural utilities to drill wells and other things, really benefits us. If we don't get help from them, we would have to raise rates to be able to do those projects. Cam asked Joe is he would attend the rally with him. He's the General Manager of the Kingsberry General Improvement District. National Rural Water Association pays for the airfare and the hotel. The rally is in February. The Board was fine with Joe attending the rally. 3) **Arrow Canyon Rehab** – Layne Christensen came out to check out the well. They pulled the motor and there's a lot of scaling especially down on the water bearings. They sent us a report on the condition of the well and also a tear down report. When we had Arrow Canyon #1 rebuilt, it cost us around \$50,000 to repair a 100' of column and the pump. Arrow Canyon #2 is 460' deep with 400' of column and the pump. It's going to cost \$88,000 to have it repaired. Joe told them to go ahead and repair it. He's done the requisition and it will be on next month's agenda for approval. We also have a heavy vibration at Arrow Canyon Well #1. Joe needs to get an engineer to come out, look at it and explain to us how we need to fix it. If we don't get it fixed, we're going to lose the well. 4) **Meadow Valley Wash** – Staff met with Stovall Land Surveying and Nova Geotechnical. We've been looking for a surveyor. We haven't had one since Guy passed away. Stovall has done a lot of work out here with Guy, Forsgren has used him and Sam also recommended him. Right now they're finalizing the design. Once that's done we'll do the core samples and then we'll figure out how we're going to pay for it. The environment work is costing us a fortune. 5) **Baldwin Springs Pump Replacement** – Sunrise Engineering is in the final stages of the pump replacement. Joe spoke with them last Friday when he was up in Ely. They have the pumps all designed. When we went out for bid it came in a \$100,000 higher than our budget. Most of that was installation cost so we're going to buy the materials and install it ourselves.

We'll save a lot of money doing it ourselves. The original pumps weren't designed to pump against Arrow Canyon. We're going to make sure that these new ones can do that. We're going to buy a pump and one VFD. We'll get them installed and up and running. **6) Service truck** – We were looking at 14 weeks out with State Purchasing. Nick called around and he found a cab and chassis. Service trucks have gone up. We were looking at \$95,000 for a complete truck that was eight weeks out. For a cab and chassis we were looking at \$51,000 and they were 12-14 weeks out. St. George Ford tracked one down in two days and they matched the State Purchasing price so we're basically paying \$48,500 because they'll give us \$1,500 for the blown out motor. The truck is being built right now. Drake is putting a box on it and we should have the truck in a couple of days. **7) NDEP** – We received notice from NDEP that we have moved up the list. That's the final step for them approving us for the money so everything's falling into place. Hopefully in December we'll have everything signed and be able to get the \$1.2M for the bonding. That's the last step that NDEP had to do for us. **8) Water Loss** – It's running at 16.5% which is down from what it was. In reality if you're not pumping as much, you'll lose less. We're still looking for the problem. **9) Engineering** – Burton is planning on retiring on January 6th. We've known about it for awhile so we've had Mason cross training on Burton's position. Mason had been taking some college classes but Joe spoke with Dustin Nelson and he recommended just going straight to ESRI. That way Mason won't be spending 2 ½ years on things he doesn't need for the position. Mason has already gone to two ESRI classes. He is by far doing more with the program than anyone else that has ever been in that position. Today Joe moved Mason over to the Engineering Technician position so when Burton retires, Mason will already be there. Mason will be a backup on meter reading, he'll do fire hydrant flow testing, he's already been helping with the design of our system, and he'll also be doing GIS stuff us. We actually have six years of data that has been collected for capital improvements that has never been put in the GIS System plus all of our fire hydrant flushing and flowing. Mason's a great self starter. We are going to be short out in the field so Joe will be recommending that we hire a maintenance worker. **10) Off and Locked Meters** – There was quite a bit of discussion on the meters that are off and locked but after talking about it, the Board couldn't see that there was anything they could do for those customers. If they did anything, they would have to do it for all of the meters that are off and locked.

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

None

7. 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.

- Litigation (Closed-Door Session)

8. Personnel (Closed-Door Session)

9. Approval of the November 2, 2017 Board Meeting

The general consensus was to hold the November Board meeting on Thursday, November 2nd at 4 pm.

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

None

11. Adjournment

The meeting adjourned at 5:25 pm.