**November 10, 2015**

A regular meeting of the Walker River Irrigation District (WRID) Board of Directors was held on November 10, 2015. The meeting was called to order at 10:05 AM at the district board room, 410 N Main St, Yerington, Nevada by President Jim Snyder.

Present were:

Jim SNYDER President

David GIORGI Vice President

Richard NUTI Treasurer

David LITTLE Director

Dennis ACCIARI Director (via ll)

Bridget BANTA Secretary

Robert BRYAN General Manager

Gordon DEPAOLI Legal Counsel

Robert MARTINEZ Water Master

**Public Present**

Kris Leinassar Toni Garms Gary Garms

Donette Huselton Elmer Bull Jeff Dengel

Joan Blake Jim Sciarani Wade Johnson

Peter Fenili Bryan Masini

**Public Comment**

President SNYDER advised he asked for volunteer help in cleaning the channel at the last meeting. om and Tony Reviglio provided a tractor to assist. Last week President SNYDER advised he had reached the budget he had set for $30,000. President SNYDER advised he spoke to GM BRYAN and Ed Ryan as to whether it would be alright to if he can submit bills to assist with the cost past $30,000. They had indicated it would be alright and since then a question has come up whether it is alright for President SNYDER to be able to submit bills for assistance. There will be a meeting held with Ed Ryan and others regarding this matter.

**Roll Call**

All members present. Director Acciari present via land line.

**Consideration of Minutes**

**October 9, 2015 Board Meeting**

Director NUTI moved to approve the minutes. Director GIORGI seconded the motion. Motion was voted on and passed unanimously.

**October 28, 2015 Special Meeting**

Director LITTLE moved to approve the minutes as written. Director NUTI seconded the motion. Motion was voted on and passed unanimously.

**October 29, 2015 Special Meeting**

Director GIORGI moved to approve minutes as written. Director LITTLE seconded the motion. President SNYDER had a correction for the **Walker River Sediment Removal Project-Financial Assistance** regarding NFWF funds and WRID funds. The two sentences did not make sense. Secretary BANTA advised she would revise the minutes according to the recording of the special meeting. The minutes were revised from “Director LITTLE advised it was his understanding NFWF funds would be used and if not NFWF, then WRID funds would be used. President SNYDER advised that is correct.” TO “Director LITTLE advised it was his understanding NFWF funds would be used and if not NFWF, then WRID funds would be used. President SNYDER advised the board will decide how much WRID funds will be used and how much NFWF funds will be used during this meeting.” President SNYDER made a motion to amend the motion to the corrected minutes. Director LITTLE seconded the amended motion. The amended motion was voted on and passed unanimously. Motion carried as amended.

**Water Master Report**

Newly hired Water Master, Robert MARTINEZ introduced himself and advised he has been in water resources in the state engineers office for 28 years.

MARTINEZ advised Topaz currently has 3900 acre ft of storage; 6% of capacity. Bridgeport currently has 4700 acre ft; 11% capacity. MARTINEZ advised the US drought monitor shows Lyon county and most of Walker River water shed still in extreme and exceptional drought.

10:12 Lost connection with Director ACCIARI.

MARTINEZ advised all permits did come through. The excavating with Desert Engineering continues at approximately 6,000 cubic yards per day. He is still diverting water out of the main stem and currently allowing stock water to meet the needs of the river clean up. After the work is finished on the river, the water will go back in the river.

**Staff Reports**

**Treasurer’s Report**

Director NUTI provided the treasurer’s report.

 Cash in Checking $356,905.10

 Cash in Money Market $1,404,478.23

 Cash in CDs $1,239,333.42

 Total Assets $2,908,743.74

**Bills and Payroll**

|  |  |  |  |
| --- | --- | --- | --- |
| Document Number | Effective Date | Payee/Recipient Name | Disbursements |
| 118415 | 10/8/2015 | AFLAC | 319.23  |
| 118474 | 10/27/2015 | AFLAC | 319.23  |
| 118467 | 10/27/2015 | Alhambra | 186.46  |
| 118473 | 10/27/2015 | Ameritas Life Insurance Corp | 787.40  |
| 118477 | 10/27/2015 | Arigoni, Robert | 530.00  |
| 118419 | 10/8/2015 | ARRIGHI, BLAKE & ASSOCIATES | 1,500.00  |
| 118443 | 10/12/2015 | Artistic Fence | 248.65  |
| 118464 | 10/27/2015 | Associated Concrete Pumping Material Belting | 5,003.25  |
| 118457 | 10/19/2015 | Assurant Health | 6,791.15  |
| 118454 | 10/13/2015 | AT&T | 109.01  |
| 118458 | 10/19/2015 | BERKLEYNET | 878.00  |
| 118476 | 10/27/2015 | Cruz, Maria | 350.00  |
| 118460 | 10/27/2015 | Desert Engineering | 12,282.18  |
| 118459 | 10/27/2015 | Desert Ready Mix | 29,593.08  |
| 118446 | 10/12/2015 | Desert Research Institute | 6,955.66  |
| 118424 | 10/9/2015 | Farm-Assist, Inc. | 1,087.50  |
| 118471 | 10/27/2015 | Ferguson Enterprises, Inc. 1423 | 318.20  |
| 118472 | 10/27/2015 | Ferguson Enterprises, Inc. 1423 | 539.10  |
| 118427 | 10/12/2015 | Giomi, Inc. | 242.57  |
| 118450 | 10/13/2015 | Grove Madsen Industries | 173.70  |
| 118425 | 10/12/2015 | Hanson Technology | 798.24  |
| 118475 | 10/27/2015 | Hanson Technology | 800.74  |
| 118421 | 10/8/2015 | High Desert Internet | 174.95  |
| 118448 | 10/12/2015 | Hunewill Construction Co., Inc. | 1,649.95  |
| 118448 | 10/12/2015 | Hunewill Construction Co., Inc. | 1,418.75  |
| 118436 | 10/12/2015 | Jim Menesini Petoleum | 6.70  |
| 118444 | 10/12/2015 | John Deere Credit | 175.34  |
| 118452 | 10/13/2015 | John Deere Credit | 28.48  |
| 118433 | 10/8/2015 | Kent's Supply Center, Inc. | 3,339.50  |
| 118438 | 10/12/2015 | Lyon County Recorder | 20.30  |
| 118440 | 10/12/2015 | MF Barcellos | 5,796.95  |
| 118465 | 10/27/2015 | Municipal Treatment Equipment Inc. | 31,728.00  |
| 118470 | 10/27/2015 | Municipal Treatment Equipment Inc. | 63,000.00  |
| 118426 | 10/12/2015 | NAPA AUTO & TRUCK PARTS | 398.25  |
| 118423 | 10/9/2015 | Nevada Employment Security Division | 339.96  |
| 118437 | 10/9/2015 | Nevada Employment Security Division | 1,019.89  |
| 118451 | 10/13/2015 | Nevada Energy Systems, Inc. | 557.50  |
| 118414 | 10/8/2015 | NV Energy | 250.19  |
| 118420 | 10/8/2015 | NV Energy | 36.85  |
| 118434 | 10/8/2015 | O'Reilly Automotive, Inc. | 84.79  |
| 4290-4316 | 10/1-10/31/2015 | Payroll | 32,360.90  |
| 118445 | 10/12/2015 | PDM Steel Service Centers, Inc. | 257.95  |
| 118466 | 10/27/2015 | PDM Steel Service Centers, Inc. | 933.63  |
| 118482 | 10/27/2015 | PERS Administrative Fund | 4,332.95  |
| 118430 | 10/8/2015 | Pit Stop Pots, LLC | 90.00  |
| 118417 | 10/8/2015 | Pitney Bowes Global Financial Services LLC | 320.39  |
| 118422 | 10/8/2015 | Public Employees' Benefits Program | 792.65  |
| 118416 | 10/8/2015 | Quill | 262.39  |
| 118442 | 10/12/2015 | Quill | 255.54  |
| 118481 | 10/27/2015 | Quill | 345.26  |
| 118447 | 10/12/2015 | R & T Enterprises | 1,950.00  |
| 118411 | 10/1/2015 | Ree Brinkerhoff | 750.00  |
| 118431 | 10/8/2015 | Renner Equipment Co. | 67.12  |
| 118432 | 10/8/2015 | Renner Equipment Co. | 217.67  |
| 118435 | 10/8/2015 | Renner Equipment Co. | 14.98  |
| 118483 | 10/28/2015 | Renner Equipment Co. | 83.76  |
| 118413 | 10/8/2015 | Southwest Gas Corporation | 39.90  |
| 118441 | 10/12/2015 | Standard Insurance Company | 171.35  |
| 118461 | 10/27/2015 | Standard Insurance Company | 104.02  |
| 118428 | 10/12/2015 | Stanislaus Farm Supply | 17.61  |
| 118455 | 10/12/2015 | State Collections & Disbursement Unit (SCaDU) | 276.50  |
| 118478 | 10/27/2015 | State Collections & Disbursement Unit (SCaDU) | 276.50  |
| 118479 | 10/27/2015 | State Collections & Disbursement Unit (SCaDU) | 580.00  |
| 118439 | 10/12/2015 | Sticks and Stones Buildings Material Inc | 109.65  |
| 118429 | 10/8/2015 | True Value | 54.66  |
| 118412 | 10/1/2015 | USBWC | 67,232.58  |
| 118469 | 10/27/2015 | Verizon Wireless | 567.06  |
| 118480 | 10/27/2015 | Vision Service Plan - Nevada | 144.28  |
| 118449 | 10/12/2015 | Wells Fargo Card Services | 2,829.96  |
| 118462 | 10/27/2015 | White Cap Construction Supply | 226.22  |
| 118463 | 10/27/2015 | White Cap Construction Supply | 142.20  |
| 118456 | 10/19/2015 | Woodburn & Wedge | 15,486.47  |
| 118468 | 10/27/2015 | Woodburn & Wedge | 19,549.89  |
| 118418 | 10/8/2015 | Xerox Corporation | 336.29  |
| 118453 | 10/13/2015 | Yerington, City of | 106.20  |
|  |  |  |  |
| **Report Total**  |  |  | **331,126.23**  |

Director LITTLE requested to know what the Hoye Canyon Antennas was about. GM BRYAN advised that is the agreement with Marianne Leinassar to put the antennas on her property. The antennas connect to the Topaz Reservoir for automation of the gates. There is no direct link at the gatehouse so we put up an antenna. We attempted to get permission from BLM, but there was a 2 year waiting period. The Water Master can change the gates from the office if necessary.

Peter Fenili requested to know what Four-Point is. GM BRYAN advised it is a construction company used for the cleaning project on the Saroni. The company is based out of Wellington. They also did some work on the Plymouth.

Director LITTLE requested to know what the municipal treatment is. GM BRYAN advised that is where WRID purchases the gates. Director LITTLE requested to know if the money for the gates came out of the NFWF grant. GM BRYAN advised the money used is from the NFWF grant.

Director LITTLE moved to pay the bills. Director GIORGI seconded the motion. The motion was voted on and passed unanimously.

**Manager’s Report.**

GM BRYAN advised the crew is currently working on the settling basin on the G&H canal. The largest structure was completed on the Fox Mickey 2-3 weeks ago.

Today is a little bit of a late start due to the elements. GM BRYAN advised WRID currently has one temporary employee along with helpers from certain peoples’ ranches assisting. He advised WRID will probably bring in another temporary employee to assist burning and maintaining. GM BRYAN advised he worked with Counsel DEPAOLI last week putting together the second amendment for the leasing grant up to $185,000. The second amendment was approved. GM BRYAN also advised all permits for the river clean up have gone through and been approved. GM BRYAN advised he had a new contractor, Sigmund-Reed, in the Sacramento area get back to him. They came down and took a look at the Topaz gates. He is waiting for the quote from them. GM BRYAN hopes to have the quote at the end of the week.

Donette Huselton requested to know where the river clean up was and how much has been spent so far. GM BRYAN advised he is unaware as to how much has been spent. He directed her to speak to Ed Ryan. GM BRYAN advised WRID has not received any bills as of yet. He advised WRID will be providing the long reach for the area around the weir. Huselton expressed concern over the recent storms and whether the clean-up will be continuing. GM BRYAN advised the storms have not hindered because the water is continuing to be diverted by the water master. Director NUTI requested to know where the crews were currently working. President SNYDER advised his crew was located between Goldfield and Bridge. President SNYDER advised Chico has go from the weir to Goldfield. They are going to continue upward. Chico has had a dozer working from Bridge St up. Director NUTI requested to know if the river has cleaned up to Mason Rd. GM BRYAN advised they had reached Mason Rd. Director LITTLE requested to know an end date. GM BRYAN advised he has not been given a specific date.

**Legal**

Counsel DEPAOLI advised there was nothing to report.

**Consideration of 2014-15 Audit Report**

Jim Sciarani of Sciarani & Co. presented the audit report. He advised the audit this year was prepared and on time. Sciarani informed the board of the suggestions he had last year. He advised there were major improvements. WRID has made improvements from last year’s suggestions by starting policies within the business, created a finance team within the board and hired an accounting firm to assist. Page 1-3 Opinion from the auditor.

Sciarani explained WRID received an unmodified opinion, which is a good thing.

Page 9-10 Statement of Net Position

Treasurer is giving a more detailed report at each regular board meeting and the minutes mirror that. Page 10 shows the Net Liability. All governmental entities are now required to show the unfunded liabilities, which would be NV PERS for WRID. WRID’s share is $354,282 as of June 30, 2015. WRID would be responsible for this money if NV PERS defaulted, which is unlikely. Sciarani advised WRID, financially is very sound, in his opinion when compared to last year.

Page 11-12 Profit/Loss Statement

Sciarani explained the numbers were unable to compare to last year and had to start over with this audit. Assessments are lower because WRID lowered the assessments. Equity went up $194,446.00 from last year.

Page 37 & 38 Yellow Book Opinion

Sciarani explained this is a review of internal controls to audit errors and if they are adequate. They conducted limited walk throughs. Sciarani explained they found the bank reconciliations has been caught up and improve the cash receiving process. Regarding the general ledger, there appears to be a lack of monitoring. The general ledger needs to be monitored more often. Sciarani advised the reconciliation with the federal funds need to be completed more often. Sciarani advised GM BRYAN has worked hard to fix this issue. They found there is lack of segregation of duties, which is difficult in a small office with limited personnel. Controls put in place include two signatures on the checks to prevent misappropriations of funds.

Page 39 & 40 Opinion on Federal Grant Programs

If you receive over $500,000 it invokes single audit requirements. This year WRID received $509,000. Sciarani advised quarterly requests for reimbursement will help with the federal grant programs. GM BRYAN advised WRID will be submitting monthly because of all the transactions taking place. Sciarani advised the threshold will be changed to $700,000 for federal funds.

Director GIORGI requested to know if the shortcomings were from turnover rate or lack of communication. Sciarani advised any time you have turn over, and no written policies, there will be lack of continuity. Director LITTLE requested to know if Jim Sciarani was satisfied and if the district was headed in the right direction. Sciarani advised if they were not satisfied, they would have issued a different opinion.

Director LITTLE made a motion to approve the audit report. Director NUTI seconded the motion. Motion was voted on and passed unanimously.

**Arrighi Blake and Assoc Report**

Joan Blake provided a report regarding current status of the 2015-2016 fiscal year. She advised as of October 8, 2015:

Bank reconciliations have been completed as of Aug 2015.

Ditch companies have been billed July-Sept. She advised they will be done monthly

NRS requirements are all being met.

All deposits and checks are current in the general ledger. Blake advised she is double checking all checks.

Payroll reports are all current and filed with the state.

Blake advised the goals include:

Review general ledger to ensure correct coding.

Prepare financial statements monthly for the meetings.

Implement procedures for monthly billing of ditch companies.

Peter Fenili requested to know if Blake and Associates will be a permanent fixture for the district. GM BRYAN advised WRID is looking to phase out assistance as things progress. Director NUTI advised the plan is to continue to have her come in quarterly to ensure everything is where it should be.

**NFWF and Walker Basin Conservancy Update**

Elmer Bull with the Walker Basin Conservancy advised staff is continuing to work with folks from Lyon County government staff in providing information regarding the proposed transfer of 490 acres of the Sutter Ranch, located in Smith Valley, to the county to be used as open space and recreation. They have presented information at two meetings at the Smith Valley Advisory Counsel. There were a lot of questions raised regarding cost of developing and maintaining the property. Bull advised he has been working on a budget to present at the December 2, 2015 SV Advisory Counsel meeting. The county is working on a draft ordinance on what would and would not be allowed on the property for public use. Director NUTI requested to know if there is water appurtenant to the property, and if the county gets it, who pays the taxes. Bull advised the county would lose that tax revenue. Director NUTI requested to know about WRID’s assessments. Bull advised NFWF would continue to pay for the assessments because they will still own the water, and the county would own the land. Toni Garms requested to know why the Mason Valley News reported NFWF and Walker Basin Conservancy were going to re-vegetate and maintain the property if they are going to donate it to the county. Bull advised neither NFWF nor WBC intends to own all the properties that have been acquired in perpetuity. They thought this would be a good opportunity for the county to have open space with access to the river. Donette Huselton advised she was at the last SV advisory meeting and a lot of people were disappointed because neither NFWF/WBC nor Lyon County manager were present to provide the proposed budget for the re-vegetation and maintenance of the proposed property. She advised this property and the loss of revenue affects all in the county. Bull advised WBC and Mason Valley Conservation District are continuing to do work on the South Aguilar property which is West of Aiazzi Ln and South of Miller Ln.

Jeff Dengel with National Fish and Wildlife Foundation advised they have been working extensively on the funds for the river clean up. They have also acquired the Walker River Ranch at the edge of Wilson Canyon at Hwy 338/Hwy 208. NFWF is planning re-vegetation on that property fall of 2016. NFWF has more transactions in the works for 2016. Donette Huselton questioned how much NFWF paid for the Walker River Ranch and if they were planning on or already bought the Hilton Ranch. Dengel advised NFWF spent a little over $1 million on the Walker River Ranch, and did not comment on the Hilton Ranch. Director NUTI requested to know if NFWF purchased the land along with the water rights. Dengel advised NFWF purchased the water rights only.

**11:10 Recess and convene as Board of Directors of Local Improvement District #4.**

**Review and Approve Map that shows the Saroni Canal users on the location of terminus of the Saroni Canal, location of terminus of Lateral A, location of terminus of Lateral B, location of points for measurement purposes of water deliveries, and rules regarding sharing of conveyance losses.**

GM BRYAN advised he has the map and based on Gary Garms request letter ont eh 10th of August, he wants it to coincide with all the points approved at the last meeting and the letters exchanged rfor changing the end of Lateral A. The map shows all the key locations on an overlay aerial map with GPS coordinates. GM BRYAN plans on responding to Garms as soon as the map is approved. This will cover the following key GPS locations:

Saroni Headworks

Desert Creek crossing Saroni

Start of Lateral A

New End of Lateral A

Start of Lateral B

End of Lateral B

Saroni Drain where it ties back into the river

Director NUTI made a motion to approve the map of the Saroni Canal with GPS locations. Director LITTLE seconded the motion. The motion was voted on and passed unanimously.

**11:16 Adjourn as** **Board of Directors of Local Improvement District #4 and reconvene as Board of Directors for WRID.**

**Director Comments**

Director GIORGI inquired about President SNYDER’S public comment at the beginning of the meeting. He was confirming President SNYDER was paying the first $30,000 of the river clean up and from here on out, questioned whether President SNYDER was planning on putting in for reimbursement. President SNYDER advised that he is seeking approval from Ed Ryan, the project manager, for reimbursement from that point forward. He advised they are trying to get a meeting with Ed Ryan. GM BRYAN advised at the beginning of the river clean-up project it was all the property owners, City of Yerington, Lyon County, Conservation District, Water Master, and GM BRYAN. The people who owned the corridor from the confluence through to the weir had no problems jumping in and start cleaning on their own account, but they were going to seek reimbursement at some point. The decision will be made between Ed Ryan and the property owners and an agreement will be made. Donette Huselton inquired as to how much over $30,000 President SNYDER would be going. President SNYDER advised $30,000-$40,000. Director NUTI advised the bid from Desert Engineering was possibly all the way through to the confluence and that includes Snyder’s stretch of the river and there should be money available for reimbursement.

Director NUTI brought up the last meeting about funds and grant to provide a position to assist GM BRYAN. Joy Morris with NFWF would like to meet with GM BRYAN and a couple of the directors to get something set up for the position. Once the meeting is complete with NFWF, there will be something formally put on the agenda. Director NUTI advised in the past the grant money has been used to hire someone. GM BRYAN was initially hired with WRID on a grant. There are still funds available to be used for this purpose.

**Public Comment**

Donette Huselton suggested regarding expense list, to put a line at the bottom on how much of the expenses are spent out of the restriction money. She suggested separating operation and restriction money.

Director LITTLE moved to adjourn the meeting. Director GIORGI seconded the motion. The motion was voted on and passed unanimously. Meeting was adjourned at 11:30.

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Jim Snyder, President David Giorgi, Vice President

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Richard Nuti, Treasurer Dennis Acciari, Director

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David Little, Director