

**Minutes of the Board Meeting of the
TRUCKEE-CARSON IRRIGATION DISTRICT
Regular Session Board Meeting Minutes
August 5, 2025**

The Board of Directors of the Truckee-Carson Irrigation District, in the counties of Churchill and Lyon, State of Nevada, met in regular session at the office of the District, 2666 Harrigan Road, Fallon, Nevada, on **Tuesday, August 5, 2025** at 9:00 a.m.

The following Directors were present constituting a quorum:

Present:	Eric Olsen	President
	David Stix Jr.	Vice-President
	Robert Oakden	Secretary
	Lester deBraga	Treasurer
	Joseph Gomes	Director
	Abrahm Schank	Director
	Wade Workman	Director

Others Present:	Benjamin Shawcroft	General Manager
	Helen-Marie Morrow	Finance Manager
	Cody Biggs	Construction & Maintenance Manager
	Mark Solinski	Hydroelectric Facilities Manager
	Rachel Enox	Water Accounting Manager
	Ariel Tomb	Assistant Secretary to the Board

Teleconference/Zoom Guests	Representing
Jack Linke	Watervize
Bethany Chagnon	United States Fish & Wildlife
Rachel Dahl	The Fallon Post
Robert Owen	Bureau of Reclamation

In-Person Guests	Representing
Don Snodgrass	Greenhead Hunting Club
Isaac Metcalf	Nevada Department of Wildlife
Paul & Jennifer Boswell	Self
Robert Martinez	Bureau of Reclamation
Laurie Nicholas	Bureau of Reclamation

The following agenda items are not necessarily in the order they were heard or decided but in the order as appearing on the agenda.

1. **Call to Order**
Vice-President Stix called the meeting to order in accordance with NRS 241 at 9:03 a.m.

2. **Pledge of Allegiance**
The Pledge of Allegiance was led by Secretary Oakden.

3. **Approval of the Agenda**

A **motion** was made by Director Schank to adopt the agenda, seconded by Secretary Oakden, request for comment and the motion was unanimously approved.

4. **General Public Comment**

No public comment.

5. **Recognition of Paul Boswell**

Shawcroft announced that Boswell has retired from the District with 32 years of service. Boswell thanked the Board.

6. **Miscellaneous Correspondence**

There was no miscellaneous correspondence.

7. **General Manager and Staff Reports**

• **Ben Shawcroft, General Manager**

Shawcroft reported he has been working on grant reporting, and thanked Biggs and Herwick for keeping on top of maintenance, orders and adjustments.

• **Cody Biggs, Construction & Maintenance Manager**

Biggs reported his crew is working on trouble calls, cleaning canals and repairing broken gates, and cleaning the Sheckler Drain to Lima Lane. He will need to advertise to replace Boswell who retired.

• **Kelly Herwick, District Water Master**

Herwick was not present to report.

• **Mark Solinski, Hydroelectric Facilities Manager**

Solinski reported the following KWH:

- Old Lahontan – 1,450
- New Lahontan – 2,400
- 26' Drop – 750

He also reported the moss system at 26' Drop is past it's life and will need to be replaced before the next season.

• **Rachel Enox, Water Accounting Manager**

Enox reported the motor at the V-Line headworks failed. She has been working to get that back online and taking flow measurements.

• **Helen-Marie Morrow, Finance Manager**

Morrow reported she is working on the year end audit, as well as Accounts Payable and Receivable.

8. **Bureau of Reclamation – Lahontan Basin Area Office (LBAO) Representative(s) – General Updates**

Robert Martinez, Newlands Project Coordinator, reported their office has received several unusual phone calls which he has routed to the District.

9. **Community Updates:**

- **City of Fernley**
No representative was present to report.
- **Fallon Paiute Shoshone Tribe (FPST)**
No representative was present to report.
- **Natural Resources Conservation Service (NRCS)**
No representative was present to report.
- **Naval Air Station Fallon (NASF)**
No representative was present to report.
- **Nevada Department of Wildlife (NDOW)**
Metcalf had no report.
- **United States Fish & Wildlife Service (USFWS) - Wetlands**
Bethany Chagnon, Deputy Refuge Manager-Stillwater National Wildlife Refuge, reported they are experiencing lots of mowing, they are doing their summer mowing and preparing for the shorebird migration in a few weeks.

10. **Proposal from Watervize**

Review and approval of a proposal from Watervize to provide the District new software that will manage the District's water database and water ordering and scheduling functions. If approved, the software will cost \$21,409 for set up and licensing, and \$11,700 - \$14,980 in ongoing annual fees.

Shawcroft introduced the proposal to the Board, Jack Linke was present via Zoom. Shawcroft provided a brief overview of the process taken to arrive at the Watervize software; District staff as well as representatives from the Bureau believe this software will be adequate for the District's needs.

The software offers a robust order tracking system, integrated scheduling, and the ability to pause and restart orders. As everyone will have their own login, the system will track who makes changes and when. Water users will also be able to login and see their usage real time. This should decrease District costs related to mailing water cards monthly and assist the farmers by getting them the information quicker.

A motion was made by Treasurer deBraga to approve the proposal from Watervize with costs not to exceed \$25,980 for set-up and \$14,410 in annual fees, and minor changes may be made by staff, seconded by Secretary Oakden, request for comment and the motion was unanimously approved.

11. Approval of Contract with CWSD

Review and approval of a contract with the Carson Water Subconservancy District for the receipt of grant monies for the application of Aqualastic at Diversion Dam.

Shawcroft informed the Board this contract is a \$50,000 grant for the application of Aqualastic at the Carson Diversion Dam. This will be the third year the District has received this grant.

A motion was made by Treasurer deBraga to approve the contract with CWSD, seconded by Director Schank, request for comment and the motion was unanimously approved.

12. Approval of Heat Illness Prevention Policy

Review and approval of a new policy for the protection of employees from heat related illnesses.

Shawcroft informed the Board that this policy is a new NV OSHA regulation; management and the Safety Committee have reviewed it. Once approved, it will be added to the District safety manual.

A motion was made by Director Schank to approve the Heat Illness Prevention Policy as read, seconded by Secretary Oakden, request for comment and the motion was unanimously approved.

13. Update on Tower Project

Staff will provide an update to the board on the status of the Lahontan Tower Project.

Shawcroft gave an overview of the Tower project so far:

- Divers surveyed the Tower in March
- Lumos study to determine if smaller gates would negatively impact the flow of water
- \$48,000 saved by using 30 inch gates instead of 36 inch
- Re-sandblast and re-paint the upper gates

14. Consent Agenda

- Approval of Director's compensation for the month of July as provided for by NRS 539.080.
- Approval of Board Meeting minutes of July 1, 2025.

A motion was made by Secretary Oakden to approve the Consent Agenda, seconded by Treasurer deBraga, request for comment and the motion was unanimously approved.

15. Committee Reports


- **Operations & Maintenance (O&M) Committee**
There was no meeting for the month of July 2025.

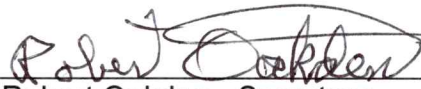
- **Carson Lake Pasture (CLP) Advisory Committee**
There was no meeting for the month of July 2025.
- **Employee Relations Committee**
There was no meeting for the month of July 2025.
- **Policy Committee**
There was no meeting for the month of July 2025.
- **Finance Committee**
Treasurer deBraga (Finance Committee Chairman) reported that the Finance Committee met on August 4, 2025.

A motion was made by Treasurer deBraga to approve the Treasurer's report and Finance Committee recommendation to approve check numbers 45195 through 45281 as well as automatic, online and phone payments, seconded by Director Workman, request for comment and the motion was unanimously approved.

16. **Additional Public Comment**
There was no additional public comment.

17. **Adjournment**
The meeting was adjourned at 10:21 a.m. subject to the call of the Board President.


Eric Olsen. – Board President
9-2-25
Date


Robert Oakden - Secretary
9-2-25
Date