Pursuant to notice given, the regular meeting of the Board of Directors, Alpine Springs County Water District, was held Friday, November 8, 2013, at 8:30 a.m., District Board Room, 270 Alpine Meadows Road.

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1	1.	CALL	TO ORDER
2		Vice F	President Grant called the meeting to order at 8:30 a.m.
3		<u>PLED</u>	GE OF ALLEGIANCE
4		Those	attending joined in reciting the Pledge of Allegiance.
5		ROLL	CALL
6		Direct	ors Present: Janet S. Grant; Jon Northrop; Don Priest; Evan Salke.
7			ors Absent: Virginia Quinan.
8		Staff F	Present: John Collins, General Manager; Buz Bancroft, Operations &
9		Mainte	enance; Mike Dobrowski, CPA (by telephone); Jancis Martin, Recording
10		Secre	•
11	_		Present: Tim Alameda/NTFPD; Dave Zaski/NTFPD.
12	2.		IC PARTICIPATION
13		None.	
14	3.		S FOR BOARD DISCUSSION & ACTION
15		A.	Financial Reports:
16			Mike Dobrowski, District CPA, participated in discussion of this agenda
17			item by telephone.
18			Mike reported that it was a fairly routine month financially. The most
19			significant cash outlay was for the AME Well.
20			The Fixed Assets current year total, on page two of the cover memo,
21			was reported incorrectly; Mike said it was actually \$190K, not \$96K.
22			 The District's cash position increased by \$113K over the prior fiscal
23			year.
24			Director Salke asked for a status update on the collection of
25			delinquent accounts. Mike said the Accounts Receivable line item on
26			the Balance Sheet shows the status: \$28.3K remains outstanding vs.
27			\$45.6K at the same time last year, for an improvement of \$17.3K over
28			last year.
29			i. October Month-end Financial Statements: Director Northrop made
30			a MOTION that the Board accept the October 31, 2013 month-end financial reports. Director Salke SECONDED the motion. Directors
31 32			Northrop and Salke being in favor (Director Priest had not yet arrived),
33			the motion was APPROVED.
34			ii. October Expenses Paid & Payable: The Directors reviewed the
35			monthly check register. Director Northrop made a MOTION that the
36			Board approve the Expenses Paid & Payable (the debits for payroll
37			and checks 27115 through 27166). Director Salke SECONDED the
38			motion. Directors Northrop and Salke being in favor, the motion was
39			APPROVED.
40		B.	Approval of Minutes:
41			Director Northrop made a MOTION that the Board approve the minutes of
42			the October 11, 2013, Regular Board of Directors Meeting. Director
43			Salke SECONDED the motion. Directors Northrop and Salke being in
44			favor, the motion was APPROVED.
45		C.	Fire Department Report:
46			Tim Alameda and Dave Zaski from NTFPD were in attendance and
47			reported the following:

ASCWD Fire Code: An update to the Code will be presented at a

public hearing during the ASCWD December Board meeting. In

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response to a question from Vice President Grant, Tim reported that most of the changes in the proposed update were to bring it in line with the state fire code. An additional change is that the Code will require the tops of all propane stakes to be painted orange, replacing the current custom of painting stakes vendor-associated colors. The section of the Code regarding fire suppression sprinklers in Alpine Meadows, which is more stringent than the equivalent section in the state code, will remain the same in the update as in the current version of the ASCWD Fire Code.

D. **General Manager's Report**:

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John Collins, General Manager, provided a written report on his activities during the month of October, with discussion on the following topics:

- Alpine Meadows Road Bridge Replacement Project: Manager Collins prepared and forwarded to Placer County a letter concerning the District's surplus property and zoning. This action represents the next step in the process of selling a small piece of District property to the Ancinases. Manager Collins awaits response from the County. No response in 45 days would represent tacit approval by the County.
- Alpine Sierra Subdivision: The developer has asked for a "will serve" letter. Manager Collins spoke with District counsel regarding what to call the document, reviewed the updated report concerning water and sewer service to the proposed development and worked on a draft "will serve" letter.
- 2013 Chalet Road to John Scott Trail Waterline & PRV Project: Stantec is working on the 90% plans and specifications. Manager Collins started to review the documents and submitted them to the USFS for review. When the design is complete, Stantec will prepare a cost estimate for this alignment of the waterline and the Board can compare it with the cost of installing the waterline through Troy Caldwell's easement. Manager Collins expected that Troy would not be interested in renegotiating his previous reimbursement request; Director Salke recommended that Manager Collins show the figure to Troy anyway and see if he wants to change his asking price.

• AME Well Re-drill:

o Vannucci Technologies has completed installation of 15' of 20" conductor casing and 50' of 16" bore hole, and the well is now down to 468' (as of November 7). The driller estimates the drilling rate at 3' per hour, which is much slower than originally estimated. The drilling should be complete sometime between Sunday and Tuesday. The estimated schedule for the remainder of the project is: 1) installation of casing, gravel pack and sanitary seal next week; 2) well development (removing all the mud) the following week; 3) step drawdown test the Monday-Tuesday of Thanksgiving week; and 4) 10-day pump test after Thanksgiving. It is possible the pump test may have to be put off until next year, since the state mandates that the test be done in October. The project's hydrogeologist is trying to convince them that the test will be just as valid if performed in November this year.

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1 2		 Manager Collins responded to multiple customer questions regarding the drilling, including one customer's complaint to the
3 4		Sheriff's office which resulted in a one-night shut-down of the drilling operation. The customer later called the Sheriff's office
5		and withdrew his complaint. District counsel determined that the
6		District is exempt from the County noise ordinance.
7		 USFS Special Use Permit: Andregg completed its field survey work.
8		Manager Collins scheduled an office review of the work for the week
9		of November 4.
10		 Auditors: Manager Collins responded to follow-up questions from the
11		auditors. Ron Ley, senior at Damore Hamric & Schneider, is leading
12		the audit.
13		 District Counsel: Andy Morris, the District's counsel at Best Best &
14		Krieger (BBK), is leaving the firm. Manager Collins has met with Josh
15		Nelson, who will be taking over as District counsel at BBK.
16	E.	Operations & Maintenance Department Report:
17		Buz presented a written report for the month of October that included
18		status updates on water, sewer, garbage and other services provided by
19		the District.
20		Maintenance: Staff replaced Unit 11 booster pump and motor (they had been in for 17 years which were larger than the life agree starter.)
21		had been in for 17 years, which was longer than the life expectancy
22 23		for the equipment); excavated and replaced several leaking water meter yokes; flushed fire hydrants; completed District valve
24		maintenance program; and maintained the Park daily.
25		The Park is now closed and winterized.
26		 All routine water samples were absent coliform bacteria.
27	F.	Resolution 12-2013: Approve the Use of a Facsimile Signature
28	• •	Stamp by Director Virginia Quinan for Bank of the West Checking
29		Account:
30		Director Northrop made a MOTION that the Board adopt Resolution 12-
31		2013: Facsimile Signatures. Director Salke SECONDED the motion. Roll
32		was called to approve the Resolution. Ayes: Directors Northrop, Priest,
33		Salke and Vice President Grant. Noes: none. Absent: President Quinan.
34		The Resolution was APPROVED.
35	G.	TTSA Report:
36		Director Northrop reported that the special TTSA Board meeting
37		scheduled for November 6 was cancelled by the person who had wished
38		to present information at the meeting. The regular November TTSA
39		Board meeting has also been cancelled. The next TTSA Board meeting is scheduled for December 11.
40 41	Н.	Committee Reports:
42	• • • • • • • • • • • • • • • • • • • •	i. Budget & Finance Committee: Vice President Grant presented
43		President Quinan's written report of yesterday's Committee meeting.
44		a. Non-standard Transactions: None.
45		b. Investments/cash: Per the Board's approval at last month's
46		meeting, Manager Collins rolled over \$100,000 into an October 17
47		12-month CD at 0.50%.
48		c. Requests from Customers for Adjustments to their Bills:

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None.

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 - Director Priest mentioned that NTFPD does not yet have funding for an update to the Community Wildfire Protection Plan – the document used to outline work needed to address the valley's fire protection and used to obtain grant funding for such work - and suggested the ASCWD Board might wish to consider funding the update. He recommended that the Directors become better informed with the Plan. Manager Collins said he would put copies of the Plan in next month's Board packet and will talk with NTFPD's Chief Schwartz about the Board's interest in becoming better educated.
 - Director Salke said in the event of catastrophic wildfire, the main priority is protection of structures. He said NTFPD has a lot of good data regarding fire safety property by property throughout the valley and suggested that the Board ask Chief Schwartz to make sure the data is incorporated in the Plan.
 - Director Priest said he was most interested in defensible space issues on District land and USFS lands. Vice President Grant said the District has identified defensible space issues on its own land, has

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ALPINE SPRINGS COUNTY WATER DISTRICT

MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING

Pursuant to notice given, the regular meeting of the Board of Directors, Alpine Springs County Water District, was held Friday, November 8, 2013, at 8:30 a.m., District Board Room, 270 Alpine Meadows Road.

1		remediated them already and will continue to do so. She reiterated
2		that the FSC has done a terrific job with their projects.
3		 Director Priest added that he would like to hear Chief Schwartz
4		address the Board on topics such as 1) who has responsibility for
5		what with respect to defensible space in the valley, 2) does the Board
6		have responsibility other than what is specified in the District's
7		contract with NTFPD and 3) what is the relationship with the USFS
8		vis-à-vis defensible space. Vice President Grant said the District has
9		already taken care of its green belts, the FSC came into being to
10		protect other areas, and the USFS takes care of its lands as it sees fit.
11	4.	DIRECTORS' COMMENTS
12		 Vice President Grant reviewed the status of the Board's compliance with
13		ethics training: Director Salke needs to take it, Directors Northrop and Grant
14		need to renew theirs this year, and Director Priest does not need to renew
15		until 2015. CSDA provides online access to ethics training at no cost, it takes
16		2-4 hours and Pam can provide the information.
17	5.	ADJOURNMENT
18		There being no further business before the Board, the meeting was adjourned at
19		9:13 a.m.
20		
21		Respectfully Submitted, approved as submitted 12/13/13
22		
23		
24		
25		Jancis Martin
26		Recording Secretary