

1 **ALPINE SPRINGS COUNTY WATER DISTRICT**
2 **MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING**
3 **September 8, 2023**

4 This meeting was a “hybrid” of an in-person meeting for Board and staff and Zoom for additional attendees
5

6 **A. CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL**

7 President Grant called the meeting to order at 9:00 AM.

8
9 Directors Present: President Janet S. Grant, Vice-President Janice Ganong, Dave Smelser, and Christine
10 York. Salke arrived at 9:10AM

11 Directors Absent: None

12 Staff Present: General Manager Joseph Mueller and Laurie.....

13
14 Guests included NTFPD Fire Chief Steve Leighton, Fire Marshall Brent Armstrong, and Alan Whisler
15

16 **B. PUBLIC COMMENT**

17 There were no comments on items not on today’s agenda.
18

19 **C. APPROVAL OF MINUTES**

20 **C1) AUGUST REGULAR BOARD MEETING**

21 **It was moved by Smelser and seconded by Ganong to approve the minutes of the August 7, 2023**
22 **Regular Board meeting as corrected. Motion carried unanimously.**

23
24 **D. DEPARTMENT REPORTS**

25 **D1) FINANCIAL REPORT**

26 The August financial reports were in today’s meeting packet.
27

28 **It was moved by Ganong and seconded by Smelser to approve the financial reports for the month of**
29 **August 2023 as presented. Motion carried unanimously.**

30
31 **It was moved by Ganong and seconded by York to approve payment of checks #33117 – 33166,**
32 **payroll, and electronic fund transfers. Motion carried unanimously.**

33
34 The Treasurer’s Report was reviewed. Grant reported the Budget & Finance Committee noted the large
35 balance in the Operating account and suggested some of the funds should go into a 3-month Treasury Bill.
36

37 **D2) FIRE DEPARTMENT REPORT**

38 Alan Whisler reported nine calls were responded to in Alpine Meadows last month. He reviewed staffing.
39 There is an NTFPD construction project coming up in Alpine, but the water system will not be impacted.
40

41 Brent Armstrong said the five-year mitigation study is being completed. He hopes to present it to this
42 Board next month.
43

44 **D3) GENERAL MANAGER’S REPORT**

45 General Manager Joe Mueller presented his activity report for the month of August 2023. He highlighted
46 the projects and administrative issues being addressed.
47

48 **D4) OPERATION & MAINTENANCE DEPARTMENT REPORT**

49 Miguel Ramirez presented the Water/Wastewater Report for August 2023, including maintenance and
50 repairs. Ramirez showed photos of the new water line and relocated sewer line on a private property that
51 were installed.

1
2 **D5) TTSA REPORT**

3 Smelser presented the TTSA Board Meeting Summary of the August 16, 2023 meeting. He noted
4 continued discussions about surplus land.

5
6 **E. COMMITTEE REPORTS**

7 **E1) BUDGET & FINANCE COMMITTEE (PRESIDENT GRANT)**

8 Grant reported on the September 7, 2023 Budget & Finance Committee meeting. An owner asked for an
9 adjustment to his bill. The Committee recommends denying the request per policy. The item will be
10 considered in correspondence.

11
12 The Committee recommended implementation of electronic invoicing and allowing automatic bill
13 payments. The office manager is investigating options.

14
15 **E2) PARK, RECREATION & GREENBELT COMMITTEE (DIRECTOR YORK)**

16 This Committee did not meet. However, the Board reviewed proposed survey questions about ASCWD's
17 role in land management and defensible space. A brief discussion followed about implications and
18 practicalities if the survey indicates the community does want the District's to play more of a role on
19 lands it does not own. Currently, property tax is the only source of funding for the District to address
20 defensible space on its 109 acres. There was agreement that the wording in the survey needs to be very
21 clear so the community's expectations are realistic. Discussion continued about distribution strategies to
22 get the most responses.

23
24 There was information on park use and revenues in the meeting packets.

25
26 **E3) LONG RANGE PLANNING COMMITTEE (DIRECTOR SMELSER)**

27 This Committee did not meet. The previously scheduled meeting was postponed to Monday, September
28 18 at 3:30 PM.

29
30 **E4) ADMINISTRATION & PERSONNEL COMMITTEE (DIRECTOR GANONG)**

31 This Committee did not meet.

32
33 **F. BUSINESS ITEMS FOR BOARD DISCUSSION & ACTION**

34 **F1) USE OF ASCWD LANDS TO STAGE AND STORE SNOW REMOVAL**
35 **EQUIPMENT**

36 Sierra Pacific Enterprises has asked for a one-year agreement to stage and store snow removal equipment
37 in two locations on District property. A proposed agreement was included in today's meeting packet.
38 There was a discussion about the pros and cons of the locations proposed. There was consensus to
39 approve the request. Because the item is within the dollar amount of the General Manager's authority to
40 execute, no formal action was taken.

41
42 **G. FUTURE AND OPEN AGENDA ITEMS**

- 43 • NTFPD Negotiations (On hold; NTFPD Board did not meet in August)

44
45 **H. CORRESPONDENCE TO THE BOARD**

46 The Board considered a request from an owner asking to waive the overage amount due to a very large
47 leak that was addressed soon after it was discovered. The Budget & Finance Committee recommends
48 denying the request based on District policy. Discussion followed.

49
50 **It was moved by Ganong and seconded by York to deny the request for a full refund of the metered**
51 **water rate usage over 200,000 gallons, but to approve a reduction in the bill for the water to be**

1 charged at the Tier 2 rate.
2 **ROLL CALL VOTE**
3 **AYES: Ganong, York, and Grant**
4 **NAYES: Smelser and Salke**
5 **Motion carried**

6
7 Mueller presented an email from an owner asking to make multiple payments throughout the year without
8 be charged late fees. Mueller has advised him of the option to make those payments in advance, but not in
9 arrears. The owner also asked about options for online payments, which the office manager is
10 investigating.

11
12 **I. CLOSED SESSION**
13 Closed Session was not convened.

14
15 **J. DIRECTORS' COMMENTS**
16 Per Board direction, Mueller has investigated costs of a large TV monitor for the meeting room.
17 Discussion followed regarding the appropriate size and how it may be used. Ganong offered to purchase a
18 large monitor for the District.

19
20 Smelser asked for clarification on how the Carollo study can be reviewed. It is online and there is a hard
21 copy at the office.

22
23 **K. ADJOURNMENT**
24 There being no further business to come before the Board, the meeting was adjourned at 11:22 AM.
25 The next regularly scheduled Board meeting is Friday October 13, 2023 at 9:00 AM.

26
27 Respectfully Submitted,
28 Judy Friedman
29 Recording Secretary
30 THE PAPER TRAIL SECRETARIAL & BUSINESS SOLUTIONS
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