

1 **ALPINE SPRINGS COUNTY WATER DISTRICT**  
2 **MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING**  
3 **July 14, 2023**

4 **NOTE: Due to continued COVID restrictions, this meeting was a "hybrid" of an in-person meeting for Board and staff**  
5 **and Zoom for additional attendees**  
6  
7

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

9 President Grant called the meeting to order at 8:30 AM. The Board convened Executive Session and Open  
10 Session was reconvened at 10:30 AM.

11  
12 Directors Present: President Janet S. Grant, Vice-President Janice Ganong, Evan Salke, Dave Smelser and  
13 Christine York

14 Directors Absent: None

15 Staff Present: General Manager Joseph Mueller

16  
17 Guests included NTFPD Fire Marshall Brent Armstrong and Chief Alan Whisler  
18

19 **B. PUBLIC COMMENT**

20 There were no comments on items not on today's agenda.  
21

22 **C. APPROVAL OF MINUTES**

23 **C1) June 2023 REGULAR BOARD MEETING**

24 **It was moved by Smelser and seconded by York to approve the minutes of the June 9, 2023 Regular**  
25 **Board meeting as corrected. Motion carried with Grant abstaining**  
26

27 **D. DEPARTMENT REPORTS**

28 **D1) FINANCIAL REPORT**

29 District CPA Mike Dobrowski presented the financial reports as of June 30, 2023. He clarified revenue  
30 and expense line items. Meters were read the first week of July, which is a bit late, but the bills are being  
31 reviewed and will be mailed this week.  
32

33 Grant reported the Budget and Finance Committee recommends approval of the financial reports.  
34

35 **It was moved by York and seconded by Ganong to approve the June 2023 financial reports as**  
36 **presented. Motion carried unanimously.**  
37

38 **It was moved by Ganong and seconded by York to approve payment of checks #32028 - 32077,**  
39 **payroll, and electronic fund transfers. Motion carried unanimously.**  
40

41 **D2) FIRE DEPARTMENT REPORT**

42 Whisler reported on the calls responded to in June.  
43

44 Whisler reviewed staffing. There are no major fires in California at this time. Whisler is hoping for a  
45 light season locally because of the moisture from the heavy winter.  
46

47 Given the high temperatures in the forecast, Armstrong expects a busy weekend with a lot of visitors.  
48 Homeowners are cleaning their properties.  
49

50 NTFPD has seen a 280% increase in permit applications, indicating a busy construction season.  
51

52 **D3) GENERAL MANAGER'S REPORT**

1 General Manager Joe Mueller presented his activity report for the month of June 2023.

2  
3 Mueller continues to work with Carollo on prioritizing capital projects, as discussed during the rate  
4 hearing. When that is done, a Long Range Planning Committee meeting will be scheduled.

5  
6 Mueller reported White Wolf has contracted with Carollo to finalize the Water Facilities Report.

7  
8 The Snow Crest Tributary Restoration work is still scheduled to begin this fall. Mueller is working with  
9 the organizers on a community outreach plan. Ganong showed photos of the meadow in its natural state  
10 and after some previous work was done. She asked that care be taken to properly protect the meadow and  
11 the transition areas where work will be done. A brief conversation followed. Mueller reminded the group  
12 that this is not a District project, but he will pass along the concerns.

13  
14 Carollo is evaluating an area where the creek has shifted and the bank near a sewer line is eroding. They  
15 will present some options for a temporary and hopefully permanent solution. Lahontan Water Quality  
16 Control Board has been notified.

17  
18 In response to a request from Smelser, Mueller said the Town Manager has offered to give a presentation  
19 on the Truckee 2040 General Plan to the Special Districts.

20  
21 Mueller reported Pam Zinn has announced her retirement from the District on July 31, 2023.

22  
23 Mueller provided statistics of park memberships sold. York reviewed the policy for previous out-of-valley  
24 pass holders. She is informing people if they do not renew annually, they will lose the privilege to do so.

25  
26 **D4) OPERATION & MAINTENANCE DEPARTMENT REPORT**

27 Shied presented the Operations Water/Wastewater Report for June 2023. The graphs in the report were  
28 clarified. Mueller noted Non-Revenue Water Loss is still high, but trending downward.

29  
30 **D5) TTSA REPORT**

31 Smelser presented the report of the June 26, 2023 TTSA Board meeting. Options for the surplus land are  
32 being investigated, although there are many variables to be considered.

33  
34 **E. COMMITTEE REPORTS**

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

36 Grant reviewed the report of the July 13, 2023 Budget & Finance Committee meeting, including the  
37 Treasurer's Report. There were no unbudgeted expenses presented and no actions taken at the meeting.

38  
39 **E2) PARK, RECREATION & GREENBELT COMMITTEE (DIRECTOR YORK)**

40 York reported that the Committee did not meet. However, she will follow up on getting the survey  
41 completed and released.

42  
43 The Wild Flower Walk in the meadow was very pretty. Only 10 people participated and most of them  
44 were new.

45  
46 **E3) LONG RANGE PLANNING COMMITTEE (DIRECTOR SMELSER)**

47 This Committee did not meet.

48  
49 **E4) ADMINISTRATION & PERSONNEL COMMITTEE (DIRECTOR GANONG)**

50 This Committee did not meet.

51

1 **Salke left the meeting at this point, at 11:26 AM.**

2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33  
34  
35  
36  
37  
38  
39  
40  
41  
42  
43  
44  
45  
46  
47  
48  
49  
50

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

**F1) GOALS AND OBJECTIVES**

Mueller presented the year-end review of the 2022/23 District Goals and Objectives Matrix included in today’s meeting packet. Discussion followed as details were clarified and the means for public distribution were considered.

**F2) PENALTY WAIVER POLICY.**

**It was moved by Smelser and seconded by Ganong to adopt Resolution 5-2023, the Alpine Springs County Water District Penalty Waiver Policy.**

**ROLL CALL VOTE:**

**AYES: Smelser, Ganong, York, and Grant**

**NAYES: None**

**Motion carried unanimously.**

(Salke was not present for this vote)

**F3) GREEN WASTE DUMPSTER REBATE PROGRAM AND DISTRICT GREEN WASTE DISPOSAL SERVICES**

The Board discussed options for collection green waste. Most of the alternatives would be up to TTSD. The Board will consider providing dumpsters for another green waste collection day.

**It was moved by Smelser and seconded by Ganong to adopt Resolution 6-2023 Alpine Springs County Water District authorizing the District to provide a customer rebate for green waste only dumpsters.**

**ROLL CALL VOTE:**

**AYES: Smelser, Ganong, York, and Grant**

**NAYES: None**

**Motion carried unanimously.**

(Salke was not present for this vote)

**F4) BOARD MEETING TELECONFERENCING AND BROWN ACT**

The Board reviewed the staff report regarding Brown Act requirements for teleconferencing and ways for the public to comment during meetings. There was consensus to continue to broadcast and record Board meetings via Zoom.

**D. FUTURE AND OPEN AGENDA ITEMS**

Next month’s meeting will be on August 7, 2023 at 9:30 AM.

- NTFPD Negotiations

**E. CORRESPONDENCE TO THE BOARD**

The Board reviewed the correspondence submitted.

**I. CLOSED SESSION**

The Board went into Closed Session at 9:00 AM. Open Session was reconvened at 10:30 AM and there was no reportable action.

**J. DIRECTORS’ COMMENTS**

Ganong will review her notes from the rate hearing. She noted discussion of a public workshop to address questions. Grant felt the newsletter provided quite a bit of detailed information. Also, the General

1 Manager will be hosting a “Coffee and Conversation” August 25<sup>th</sup> from 8 to 10 at the District office,  
2 which is another opportunity for the public to interact with the District.

3  
4 Mueller will be presenting at the Valley-wide Meeting. Let him know if there are specific topics he should  
5 cover.

6  
7 **K. ADJOURNMENT**

8 There being no further business to come before the Board, the meeting was adjourned at 12:40 PM. The  
9 next regularly scheduled Board meeting is Monday August 7, 2023 at 9:30 AM.

10  
11 Respectfully Submitted,  
12 Judy Friedman  
13 Recording Secretary  
14 THE PAPER TRAIL SECRETARIAL & BUSINESS SOLUTIONS  
15