

**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, October 8, 2004 at 8:30 a.m., District Board Room, 270 Alpine Meadows Road.

1  
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

**1. CALL TO ORDER**

President Bass called the meeting to order at 8:30 a.m.

**PLEDGE OF ALLEGIANCE**

Those attending joined in reciting the Pledge of Allegiance.

**ROLL CALL**

Directors Present: Tom Bass, President; Barbara Danz, Vice President; Jon Northrop; Tony Stefani (present by telephone for Fire Committee report only)

Directors Absent: Janet S. Grant

Staff Present: John Shaw, P.E. of John Shaw Consulting, LLC, District General Manager; Buz Bancroft, Maintenance Supervisor; Jancis Martin, Recording Secretary

Guests Present: Virginia Quinan/JMA; Peter Graf/AMEA; Bryce Keller/North Tahoe Fire Protection District

**3.J.vi Fire Committee Report:** The Board dealt with this agenda item out of order to take advantage of Director Stefani's availability by phone. Director Stefani reported that the Fire Committee recommends that NTFPD take over operations of the Alpine Meadows fire department volunteers. Director Stefani made a MOTION that the Board disband the volunteer fire department and that NTFPD take over operations of the volunteers as soon as practical. Director Danz SECONDED the motion. There was discussion as to whether there should be an amendment to the motion to require a one-year contract, but since the current contract can be terminated upon notice, such an amendment was not required. All Directors present being in favor, the motion was APPROVED. Director Stefani disconnected after the completion of the motion.

**3.J.ii Fire Department Report:** The Board dealt next with this agenda item to best utilize Division Chief Keller's time.

- Division Chief Keller reported that the department responded to a hazardous materials call at the District recycle center. NTFPD is determining how to proceed; meanwhile the material is still present. Division Chief Keller said the Board might wish to formulate a policy about hazardous material.
- Division Chief Keller went to South Lake Tahoe yesterday for a status update on the community fire plans. He gave Manager Shaw a copy of the preliminary draft plan, which does not yet address the Alpine Meadows area. Chief Whitelaw has secured \$10,000 in Title III monies to fund the Alpine Meadows component of the plan. This fall, the plan contractor will perform a risk assessment in AM, then put together a valley-specific plan in the spring.
- Division Chief Keller will attend this month's Placer County Hazard Mitigation meeting in Auburn. The hazard of most concern in the Alpine Meadows valley is considered to be avalanche, with fire running second. Avalanches have historically caused more disruption in the valley than have fires.
- Division Chief Keller again asked homeowners' associations and residents in the valley to identify areas where fuels reduction would be beneficial and to submit these to Chief Whitelaw, NTFPD, so that they will be included in fuels reduction planning.

**2. PUBLIC PARTICIPATION**

None.

**3. ITEMS FOR BOARD DISCUSSION & ACTION**

**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, October 8, 2004 at 8:30 a.m., District Board Room, 270 Alpine Meadows Road.

- 1           **A.     Financial Report:** Mike Dobrowski, District CPA, was available by phone  
2           for this agenda item.
- 3           i.     **Expenses Paid & Payable – October 7, 2004:** Director Danz made a  
4           MOTION that the Board approve the Expenses Paid & Payable  
5           (checks 2549 through 2595, with the exception of check 2589, which  
6           will be discussed during the Budget & Finance Committee report). All  
7           Directors present being in favor, the motion was APPROVED.
- 8           ii.    **Financial Statement – September 30, 2004:** No discussion.
- 9           iii.   **Investment Report – September 30, 2004:** No discussion.
- 10          **B.     Approval of Minutes for September 10, 2004 Regular Board Meeting:**  
11          Director Danz made a MOTION that the Board approve the minutes for  
12          the September 10, 2004 Regular Board Meeting. Director Northrop  
13          SECONDED the motion. All Directors present being in favor, the motion  
14          was APPROVED.
- 15          **C.     Chlorination/Disinfection:** Staff will be interacting with a newly  
16          appointed Department of Health Services regulatory contact, who has  
17          replaced the individual with whom the District staff had experienced  
18          problems. Manager Shaw said he looked forward to creating a good  
19          relationship with this new DHS contact.
- 20          **D.     Placer County LAFCO Municipal Service Review (MSR):**
- 21           •     Virginia Quinan attended the Squaw Valley Public Service District  
22           (SVPSD) board meeting on September 28 and reported on items of  
23           interest from that meeting to the ASCWD Board:
- 24           o     John Moberly (SVPSD Board Member and Special Districts  
25           Representative to PC LAFCO) gave a presentation at the meeting  
26           on what LAFCO is and the role of the MSR. He said the MSR is  
27           the initial step to defining spheres of influence and as such will  
28           serve as the basis for any future reviews. He said the SVPSD  
29           was not looking to extend its sphere of influence and made the  
30           point that the MSR was put together with no input from the  
31           SVPSD board. There was also discussion of the legal actions  
32           required to effect mergers or consolidations within special districts.  
33           John Moberly assured the SVPSD board that LAFCO would not  
34           push for consolidation.
- 35           o     Upon request from the SVPSD board, Virginia summarized the  
36           position of the ASCWD Board and valley residents as being  
37           against the consolidation; she also explained to their board that,  
38           contrary to information in the MSR, excess water was not  
39           available and that blending water from different sources  
40           (mentioned as an option in the MSR) was not acceptable to the  
41           AM community either.
- 42           o     The SVPSD board's position was that it was not interested in  
43           initiating consolidation with ASCWD but that if ASCWD were to  
44           indicate interest in such consolidation, SVPSD would be willing to  
45           consider it.
- 46           •     LAFCO held a meeting on September 15. Director Danz reported that  
47           Virginia Quinan, Manager Shaw, Director Danz, Ed and Gail Condren  
48           and Laurie Buffington were in attendance to represent AM interests.  
49           At the meeting, LAFCO accepted the final MSR. LAFCO invited

**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, October 8, 2004 at 8:30 a.m., District Board Room, 270 Alpine Meadows Road.

1 public comment on any items in the MSR or on the agenda. All valley  
2 residents in attendance spoke at the meeting. Director Danz said her  
3 impressions were that:

- 4 o LAFCO was not going to initiate anything right now, in the way  
5 of a merger or consolidation between ASCWD and SVPSD;  
6 and
- 7 o if action is to be initiated at any point in the future, valley  
8 residents will have adequate notice of proceedings.

9 LAFCO Special District Representative Dave Blake suggested to  
10 Director Danz that he would be happy to come speak to the ASCWD  
11 Board if the Board were interested. Manager Shaw said he would  
12 invite him to next month's Board meeting.

13 **E. Draft Policy 2.20.0, Investment:** Director Danz reported that this is the  
14 same Policy that the Board has seen several times, except that during  
15 last month's Board meeting, a few revisions were made. No other  
16 changes have been made since then. Director Danz made a MOTION  
17 that the Board adopt Policy 2.20.0. All Directors present being in favor,  
18 the motion was APPROVED.

19 **F. EES Proposal for Services:** Attached to the Board packet were a  
20 proposal from EES to conduct a rate study for the District and a District-  
21 initiated contract written in response to the proposal. The contract has  
22 been approved by District counsel and by EES. The Budget & Finance  
23 Committee has reviewed the contract and Director Danz proposed a  
24 single amendment to the contract:

- 25 • In the "Section IV. Termination" section: delete the words "sixty (30)  
26 days" from the first sentence

27 President Bass expressed concern about the seemingly over-long  
28 duration of the test period in Task One, Step 1 of the proposal. He said  
29 EES has been requested to provide clarification on the matter. Director  
30 Danz made a MOTION that the Board authorize President Bass to sign  
31 the contract with EES for the rate review and modification study as  
32 amended. Director Northrop SECONDED the motion. All Directors  
33 present being in favor, the motion was APPROVED.

34 **G. Lumos & Associates Proposal for Services:** Discussed during the  
35 Long Range Planning Committee report.

36 **H. V-Point Proposals for Services:**

- 37 • **Spring 3 Survey:** The proposal is for surveying the site where the  
38 District would potentially put a chlorination facility for Spring 3, to  
39 ensure the easement covers the area where work is to be done.  
40 Virginia Quinan asked if District staff tests for MTBE; Manager Shaw  
41 responded that they only test for MTBE when performing Title 22  
42 compliance, which takes place every 3 years. She also asked if  
43 District staff tests wells 1 and 2 for water quality; Manager Shaw said  
44 these wells are only tested for Title XXII compliance as well, so only  
45 tested every 3 years. Director Danz made a MOTION that the Board  
46 approve the Work Order Authorization with V-Point labeled "f2" in the  
47 Board packet at a cost not to exceed \$2,000, to be billed to the District  
48 on a time and materials basis per the fee schedule attached to the

**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, October 8, 2004 at 8:30 a.m., District Board Room, 270 Alpine Meadows Road.

- 1 Work Order Authorization. Director Northrop **SECONDED** the motion.  
2 All Directors present being in favor, the motion was **APPROVED**.
- 3 • **Park Well Re-Equip:** Director Northrop expressed concern about the  
4 expense of this Work Order Authorization. He suggested the matter  
5 be tabled for now or go out to bid. When asked if there was any time  
6 criticality involved, Manager Shaw said the design to be performed as  
7 part of the work order needs to be done prior to snowfall so that the  
8 associated work will be able to be completed in the spring and that the  
9 whole task needs to be accomplished prior to the summer Park  
10 season. Director Danz made a **MOTION** that the Board approve  
11 tasks 1 & 2 of the Work Order Authorization with V-Point labeled “f1”  
12 in the Board packet, but not task 3 on the basis that the Work Order  
13 Authorization not exceed \$4,000, to be billed on a time and materials  
14 basis. Lacking a second, Director Danz made a **MOTION** that the  
15 motion be **TABLED** until next month, pending receipt of additional  
16 information. Director Northrop **SECONDED** the motion to table. All  
17 Directors present being in favor, the motion to table was **APPROVED**.  
18 Director Danz made a suggestion that President Bass direct Manager  
19 Shaw to contact Ecologic as to their interest in being involved in this  
20 project and what they would charge. Manager Shaw said he would  
21 send John Enloe an email outlining the project and asking if he would  
22 like to provide a proposal. Director Northrop suggested Dave Herzog  
23 be emailed with the same request. At Director Danz’s suggestion,  
24 Director Northrop agreed that Manager Shaw should contact only  
25 Dave Herzog. Manager Shaw agreed to do so.
- 26 **I. SBC Easement Request:** SBC has requested an off Alpine Meadows  
27 Road to provide placement for some SBC equipment. Director Northrop  
28 expressed concern as to whether the lot description was correct.  
29 President Bass said he wanted to know specifically what benefits the  
30 District would get out of providing the easement and when the District  
31 would realize those benefits. Legal counsel also indicated a reservation  
32 about the easement request. Director Danz said SBC should provide the  
33 following information before the Board approves the easement: what will  
34 SBC pay the District for use of the easement; what are the benefits to the  
35 District; what is the time frame involved; and what assurance can SBC  
36 provide that the easement will not be assigned to anyone else. Manager  
37 Shaw will explain the Board’s concerns to SBC.
- 38 **J. Committee/Department Reports**
- 39 i. **Fire Department Report:** Discussed earlier in the Board meeting.
  - 40 ii. **O&M Department Report:**
    - 41 • Buz presented the O&M Department Report (printed report  
42 was distributed).
    - 43 • President Bass expressed interest in seeing the water loss  
44 percentage reported as a percentage of “Potable Water Into  
45 Dist. System”, rather than as a percentage of “Potable Water  
46 Production”.
    - 47 • Director Danz would like the term “water loss” to be replaced  
48 by the term “unaccounted for water”.

**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, October 8, 2004 at 8:30 a.m., District Board Room, 270 Alpine Meadows Road.

- 1                   iii.   **Administrative Committee:** Had no meeting. However, the  
2                   Committee still needs to review the Goals and Objectives Policy  
3                   for frequency of implementation.  
4                   iv.   **Budget & Finance Committee:** Director Danz presented a written  
5                   report of the Committee's actions with detailed descriptions of the  
6                   following items:  
7                   a.   **September 2004 Financial Reports:** No discussion.  
8                   b.   **Investment Policy:** Approved earlier during the Board  
9                   Meeting.  
10                  c.   **Capitalization Policy:** No discussion.  
11                  d.   **Rate Study & Potential Rate Increase:** Discussed earlier  
12                  during the Board Meeting.  
13                  e.   **Financial Audit:** The field work is complete. The draft audit  
14                  report should be available at the end of this month. An issue  
15                  was discovered that relates to the COP payments; the result is  
16                  that the District may owe money to the Federal Government.  
17                  The auditors are looking into the issue now.  
18                  f.   **Letters from Customers Regarding Billing Issues:** There  
19                  were no letters this month. Director Danz pointed out that  
20                  Accounts Receivable this year is significantly down from last  
21                  year, which means customers are paying on time and not  
22                  raising issues about their bills.  
23                  g.   **Unbudgeted Expenses:** The Committee reviewed requests  
24                  for two unbudgeted expenses:  
25                      •   \$1,200 for materials to add 40' of culvert in the open  
26                      tributary creek bed to direct the overflow water from Tank  
27                      4A to flow directly into the snowmaking pond. This will  
28                      keep chlorinated water from going into the creek and  
29                      obviate the need for de-chlorinating overflow water, as is  
30                      currently being done.  
31                      •   \$1500 to Goodrich Excavation to locate the sewer stub to  
32                      the Koppe property.  
33                  Director Danz made a MOTION that the Board approve the  
34                  two unbudgeted expenses (see above). All Directors present  
35                  being in favor, the motion was APPROVED.  
36                  h.   **Next meeting:** The Committee has scheduled its next meeting  
37                  for Thursday, November 11, at 5:00 p.m.  
38                  v.   **Capital Committee:** Had no meeting.  
39                  vi.   **Fire Committee:** Discussed at the beginning of the Board  
40                  meeting.  
41                  vii. **Greenbelt Committee:** Had no meeting.  
42                  viii. **Long Range Planning Committee:** Director Danz reported that  
43                  the Committee met with two representatives from Lumos and  
44                  Associates, Inc. ("Lumos"), the company that will serve as the  
45                  Long Range Planning Consultant. Committee Chair Director  
46                  Grant was unable to attend due to a family illness but Peter Graf,  
47                  Virginia Quinan, Lin Winetrub, Michael Conn and Manager John  
48                  Shaw attended the Committee meeting, in addition to Director  
49                  Danz. Director Danz and the other members of the Committee

**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, October 8, 2004 at 8:30 a.m., District Board Room, 270 Alpine Meadows Road.

1 were favorably impressed by the company and by its  
2 responsiveness and flexibility. The Committee still needs to  
3 determine what the first phase of the work will be. There was  
4 discussion about cost, personnel, and details of the plan. At the  
5 end of the Committee meeting, the Committee requested that  
6 Lumos reformulate and recalculate the task plan, and also add  
7 tasks to show how they will move from system mapping to long  
8 range planning. Lumos agreed to do so and to forward the  
9 information to Manager Shaw. Director Danz made a MOTION  
10 that the Board authorize Manager Shaw to move forward with  
11 Lumos, pending the receipt of the revised plan, including more  
12 accurate time and cost figures and the tasks to move forward with  
13 the Long Range Plan. Director Northrop SECONDED the motion.  
14 All Directors present being in favor, the motion was APPROVED.

- 15 ix. **Park Committee:** Had no meeting.  
16 x. **Personnel Committee:** Had no meeting.  
17 xi. **Manager's Report:** Manager Shaw presented a written report  
18 with detailed descriptions of the following items.  
19 a. **Staff:** No discussion.  
20 b. **September Newsletter:** The newsletter has been sent. This  
21 is the last newsletter to be sent via USPS. Henceforth the  
22 newsletters will be distributed via email, downloaded from the  
23 District web site or picked up at the District office, whichever  
24 the customer prefers. If a customer prefers to supply a self-  
25 addressed stamped envelope, the District can distribute  
26 newsletters that way, too.  
27 c. **PCLAFCO Meeting:** No discussion.  
28 d. **Proposition 50 Grants:** No discussion.  
29 e. **TTSA Meeting:** No discussion.  
30 f. **Approved Projects Status:** No discussion.

31 **H. CORRESPONDENCE TO THE BOARD:** None.

32 **4. CLOSED SESSION:** None.

33 **5. DIRECTORS COMMENTS:**

- 34 • Next regular Board meeting: Friday, November 12 at 8:30 a.m.

35 **6. ADJOURNMENT**

36 There being no further business before the Board, the meeting was adjourned at  
37 10:15 a.m.

38  
39  
40  
41 Respectfully Submitted,

42  
43  
44  
45 Jancis Martin  
46 Recording Secretary