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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 Monday, March 10, 2003 at 8:30 a.m., District Board Room, 270 Alpine Meadows Road.

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; Janet S. Grant; G. Bric Haley; Barbara Danz; Tony Stefani.

Director Absent: none

Staff Present: John Shaw, P.E. of John Shaw Consulting, LLC, District General Manager; Pam Zinn, Recording Secretary.

Guests Present: Virginia Quinan/JMA; Peter Graf/AMEA; Jon & Carole Northrop/JMA; Wendell Ulberg/AMEA; Jerome Leininger/JMA.

2. **PUBLIC PARTICIPATION**

None at this time, although Virginia Quinan would like to comment on agenda items as they come up.

3. **CONSENT CALENDAR - MOTIONS**

Director Danz requested to take items off the consent calendar for discussion.

Discussion: Director Danz said minutes are too brief, some items need discussion.

President Bass stated that there is a policy on how to take minutes and maybe the policy needs to be amended. Director Danz said that she didn't think the policy suggested they be this abbreviated. Manager Shaw said the policy was to reflect action taken.

Action Taken: sending this to Administrative Committee for possible revision to the Minutes Policy.

a. February 14, 2003 Board Minutes

Discussion: page 2, line 23: change "adopt the logo" to "accept the proposal".

Approved Minutes as Amended, without objection.

b. Monthly Financial Report

Approved without objection.

4. **CONSENT CALENDAR-RESOLUTIONS/ORDINANCES**

a. None.

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

a. 2001/2002 Financial Audit Report

Director Stefani requested to put this on next month's agenda since the Board just received the 20 page report.

Director Haley says the District got a clean Audit. The State report is due on March 20th.

Director Haley made a MOTION to adopt the clean audit of financial statements presented in the audit.

Director Danz SECONDS the MOTION.

Unanimously Approved.

Discussion: Wendell Ulberg asked what the tax consequence is if not filed by March 20th and if there is a penalty what would it be?

Director Danz stated that we can amend it after we file.

b. Term of Office – Director Haley

Director Danz feels Director Haley should resign. Could involve legal liability & cost money; we should have a special election.

1 Director Stefani feels resignation may be the best way.
2 Virginia Quinan said there is a cloud over the Board, impure, do this the Democratic
3 way with an election.
4 Wendell Ulberg said this is a County oversight and feels the District should be careful
5 how we deal with this and the public.
6 Director Haley is the only one who can do something. The Board of Directors can't vote
7 him away.
8 Director Haley stated that he went into this with a four year term. The Attorney General
9 could force him out but it may be costly; he will make a decision soon and advises the
10 Board of Directors to reply to Gail Condren's letter.

11 **c. Greenbelt Commission**

12 This was put off to next month's meeting since the Greenbelt Commission meets on
13 March 15, 2003. In the mean time it was suggested that someone trace the origin of the
14 Greenbelt. It was suggested that Ernest Wertheim, John McHenry or Gail & Bill Elliott
15 may have some information as to how this commission was established. Wendell Ulberg
16 said he didn't think there was ever a vote taken for Policy on Greenbelt Commission.

17 **6. COMMITTEE/DEPARTMENT REPORTS**

18 **a. Fire Committee (Director Haley)**

19 There is an Assistance Grant potentially available (\$300K-\$400K Federal Grant) to write
20 for Engine, Fire House and/or Auto Extraction Equipment. If AMFD annexation with
21 NTFPD was to take place then this Grant is not available because only one department
22 can apply. There is only a 30 day window to submit proposals and 18 months for AMFD
23 to decide (10% match from AMFD required to accept the Grant).

24 Injury and Illness prevention program (OSHA I&I program) could be under the NTFPD
25 umbrella policy at no extra cost. Addendum to contract with NTFPD showing we are in
26 compliance and there is no increased cost to AMFD.

27 Director Haley made a MOTION subject to review by our Counsel that we put an
28 addendum onto our contract with NTFPD to make them responsible for the maintenance
29 of our OSHA Injury & Illness Prevention Program at no additional cost to the District.
30 Director Grant SECONDED the MOTION.

31 Unanimously Approved.

32 The March Newsletter should have an educational piece on Alarm Monitoring. There are
33 currently six RFP's out.

34 The next Fire Committee Meeting will be on May 1, 2003, there is no meeting in April
35 2003.

36 **b. Fire Dept. Report (Chief Duane Whitelaw)**

37 None.

38
39 The Board of Directors took a 15 minute break from 10:00 a.m. to 10:15 a.m.

40
41 **c. Personnel Committee (Director Grant)**

42 Director Grant made a MOTION to use the employee evaluation form for Manager
43 Shaw's evaluation.

44 Director Danz SECONDED the MOTION.

45 UNANIMOUSLY APPROVED

46 **d. Administrative Committee (Director Stefani)**

47 Record retention Policy will be similar to Squaw Valley's, but more general in nature.
48 Policy Governance postponed until September 2003 under the new budget, costs
49 involved are the reason. CSDA 9-15-03 at the Resort at Squaw Creek, all Board
50 Members should consider attending if funds are available.

1 PCLAFCO Questionnaire – Manager Shaw has been directed to have Paul Chamberlain
2 (District Counsel) review the questionnaire to see if there is anything he sees as a
3 problem, red flag items.
4 Director Danz made a MOTION to approve Policy 4.4.0 Confidential Information.
5 Approved without objection.
6 Director Danz made a MOTION to approved Policy 4.5.0. Requests for Information and
7 Documents.
8 Approved without objection.
9 Director Danz made a MOTION to approved Policy 4.3.0 District Practices and Conduct.
10 Approved without objection.
11 Director Danz RESCINDS her MOTION TO APPROVE Policy 4.3.0 to add to item 4. At
12 the end of the first sentence to read “or by special election.”
13 Approved without objection.

14 **e. Budget & Finance**
15 Policy 2.2.0 Board Pay – Stay as it is now.
16 April 2003 Public Workshop/Forum is set for April 26, 2003. This is not formal and will
17 start at 9:00 a.m. at a special Board of Directors Meeting. Manager Shaw was directed
18 to put this in the March Newsletter and on the web site.
19 The feasibility study has been put off (two proposals from V-Point and Fred Fahlen) until
20 after the workshop and maybe in the next fiscal year.

21 **f. Managers Report**
22 No action was taken on any items, some discussion about the TTSA Meeting of 2/12/03
23 on SMD (Snow Melt Dependant) I&I events. Wendell Ulberg stated that treating I&I is
24 not more cost effective.

25 **g. O & M Department Report**
26 Review only.

27 **7. CLOSED SESSION**
28 None.

29 **8. CORRESPONDENCE TO THE BOARD**
30 None.

31 **9. DIRECTORS COMMENTS**
32 Director Stefani suggested putting a yellow wood sign out front when the District is
33 chlorinating and a blue wood sign when there is no chlorination.

34 **10. ADJOURNMENT**
35 There being no further business before the Board, the meeting was adjourned at 12:00
36 p.m.

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39 Respectfully Submitted,

Approved as Amended 4-16-03

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41
42 Pam Zinn
43 Recording Secretary