

**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, April 14, 2017, at 9:00 a.m., District Board Room, 270 Alpine Meadows Road.

1 **1. CALL TO ORDER**

2 President Grant called the meeting to order at 9:00 a.m.

3 **PLEDGE OF ALLEGIANCE**

4 Those attending joined in reciting the Pledge of Allegiance.

5 **ROLL CALL**

6 Directors Present: Janet S. Grant, President; Jon Northrop; Evan Salke; Dave
7 Smelser; Christine York (arrived after agenda item 3B).

8 Directors Absent: None.

9 Staff Present: John Collins, General Manager; Buz Bancroft, Operations &
10 Maintenance; Pam Zinn, Office Manager; Mike Dobrowski, District CPA (by
11 telephone); Jancis Martin, Recording Secretary.

12 Guests Present: Jay Bristow/MND Group – TAS Gazex; Casey Blann/Alpine
13 Meadows Ski Resort; Steve Simons/NTFPD; Jeff Goldstone/NTFPD/Alpine
14 Meadows Ski Resort; Troy Caldwell/resident.

15 **2. PUBLIC PARTICIPATION**

16 None.

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

18 **A. Financial Reports:**

19 Mike Dobrowski, District CPA, participating in discussion of this agenda
20 item by telephone, reported that it was a slow month for capital projects.

21 i. **March Month-End and Quarterly Financial Statements:** Director
22 Northrop made a MOTION that the Board accept the March 31 month-
23 end and quarterly financial reports. Director Smelser SECONDED the
24 motion. Directors Northrop, Salke and Smelser being in favor, the
25 motion was APPROVED.

26 ii. **March Expenses Paid & Payable:** The Directors reviewed the
27 monthly check register. Director Northrop made a MOTION that the
28 Board approve the Expenses Paid & Payable (the debits for payroll
29 and checks 29222 through 29272). Director Salke SECONDED the
30 motion. Directors Northrop, Salke and Smelser being in favor, the
31 motion was APPROVED.

32 **B. Approval of Minutes:**

33 Director Smelser made a MOTION that the Board approve the minutes of
34 the March 10, Regular Board of Directors Meeting. Director Northrop
35 SECONDED the motion. Directors Northrop, Salke and Smelser being in
36 favor, the motion was APPROVED.

37 **C. Fire Department Report:**

38 NTFPD's Steve Simons and Jeff Goldstone were in attendance for this
39 agenda item.

- 40 • **Chief's Report:** Chief Schwartz was unable to attend today's meeting
41 so Steve gave his report.
- 42 • **Equipment:** Two new engines are now in service, allowing NTFPD to
43 replace Alpine Meadows fire station's old engine with a somewhat
44 newer engine.
- 45 • **Operations:** Steve said NTFPD took over 900 calls in the first 3
46 months of the year (a typical year's total call volume is about 2000).
- 47 • **Personnel:** Five newly trained firefighters have started work.
- 48 • **Winter Damage:** NTFPD is working on getting reimbursement for
49 storm damage to stations. They expect to continue to find structure
50 collapses and gas leaks as the snows recede.

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- 1 • **Fuels Management:** NTFPD is looking to hire a fuels coordinator to
- 2 manage grant funding. NTFPD will provide Alpine Meadows with a
- 3 chipping program similar to last year's.
- 4 • **Dispatch Calls:** There were 18 calls to dispatch from Alpine
- 5 Meadows, 13 of which were EMS calls from the ski area. Three of the
- 6 calls were to report gas leaks, mostly due to strong odors caused by
- 7 low tank volume. Steve said NTFPD is seeing the benefit of the
- 8 propane code enforcement following the heavy winter in 2010-11.
- 9 • **Award Ceremony:** Steve invited the Directors to attend the
- 10 retirement ceremony for NTFPD's old engines.

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

12 John Collins, General Manager, provided a written report on his activities

13 during the month of March with discussion on the following topics:

- 14 • **2016 Booster Pump Station Replacement Project:** Manager Collins
- 15 met with Stantec and reviewed "pot hole" information regarding
- 16 existing utilities and discussed schedule. The schedule is to advertise
- 17 the pump station for bids in April, to award the bid in May and to start
- 18 construction in June or July.
- 19 • **Cal OES 2017 Flood Public Assistance meeting:** Manager Collins
- 20 attended the meeting and filed paperwork to apply for financial
- 21 assistance with the District's storm damage. The cost of repairing the
- 22 District's damaged tank is about \$30K, but Manager Collins hopes the
- 23 District can obtain funding to remove both tanks and replace them
- 24 with stronger tanks.
- 25 • **Budget:** Manager Collins prepared the first draft of the operating and
- 26 capital budgets.
- 27 • **Other:** Manager Collins prepared the spring draft newsletter; still
- 28 awaits a response from District Counsel regarding the Mixon
- 29 easement; and spoke with Forest Schafer and Jed Schlanger.

30 **E. Operations & Maintenance Department Report:**

31 Buz presented his written report for the month of March that included

32 status updates on water, sewer, garbage and other services provided by

33 the District.

- 34 • Maintenance performed: Staff removed snow from the shop, fire
- 35 hydrants and Tank 4A; did preliminary budget work; repaired the
- 36 Stanford Chalet fire hydrant (which was knocked off by a county
- 37 grader - there are still 2 hydrants to be repaired – Staff will get to them
- 38 later).
- 39 • All routine and spring water samples were absent coliform bacteria.

40 **F. TTSA Report:**

41 Director Northrop provided a written report for the April 12 Regular TTSA

42 Board meeting.

- 43 • The plant is operating normally and efficiently.
 - 44 • All waste water discharge requirements are being met.
- 45 The next TTSA Board meeting is scheduled for May 10.

46 **G. Presentation on Gazex Avalanche Suppression:**

47 Casey Blann (Vice President of Operations & Risk for the Alpine

48 Meadows Ski Resort), Jay Bristow (MND Group – TAS Gazex), Steve

49 Simons (NTFPD), Jeff Goldstone (NTFPD and Alpine Meadows Ski

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1 Resort) and Troy Caldwell (Alpine Meadows resident and owner of White
2 Wolf) was present to participate in this agenda item.

- 3 • Casey introduced himself and said he was here to talk about Alpine
4 Meadows Road. The Alpine Meadows Ski Resort, by contract with
5 Placer County, is required to provide avalanche control for Alpine
6 Meadows Road. Casey said the processes used by the Alpine
7 Meadows control crews to manage the snow are cumbersome, time-
8 consuming and hazardous. One of the areas they manage belongs to
9 the District and Alpine Meadows Ski resort would like to install Gazex
10 equipment there.
- 11 • Jay introduced himself and described the Gazex technology. It has
12 been around since the 1990s and is in use at Echo Summit and the
13 ski resorts at Heavenly, Kirkwood, Alpine Meadows, and Squaw, as
14 well as at many other ski resorts, highways and mines. The Alpine
15 Meadows and Squaw ski resorts are both looking to install more
16 Gazex equipment. The equipment consists of shelters and exploders,
17 both fixed in place with the purpose of clearing avalanche paths, and
18 operated remotely from a tablet.
- 19 • Director York asked if any Gazex systems had been installed in
20 residential neighborhoods. Casey said there was an installation
21 above a neighborhood in Jackson Hole and another near South Lake
22 Tahoe. Bill Nieto, Caltrans representative in South Lake Tahoe, said
23 he has not received a complaint in five years.
- 24 • Director Smelser asked if the Gazex exploder on Head Wall was
25 buried. Jeff Goldstone said it was buried and may not have been
26 installed in the best location. He added that there were ways to make
27 exploders taller, that they could be partially dug out and that they can
28 dig themselves out the rest of the way, and that snow fences can be
29 installed to direct flows away from the exploders.
- 30 • Jeff introduced himself as mountain operations manager at Alpine
31 Meadows Ski Resort and a captain with NTFPD. He described the
32 current ways of performing control work, one with patrollers going up
33 KT and setting charges manually, the other using an Avalauncher.
34 The Avalauncher is problematic for use on Alpine Meadows Road,
35 since they cannot shoot over houses and wind can be a problem. Jeff
36 said that for doing control work, it was all about having as many tools
37 as necessary. Gazex would not be the ultimate tool, and would not
38 replace their current tools, but would rather be another tool in their
39 tool kit. Jeff said he has been battling Alpine Meadows Road for
40 years and has been almost killed 10 times. Some of his concerns are
41 for public and crew safety, and the controllers are hampered by the
42 restriction of not being allowed to operate at night. Jeff said some day
43 someone was going to be killed on the road.
- 44 • Director Northrop asked if heavy weather drones could be used to
45 drop charges; Jeff said they are being investigated but the FAA is not
46 enthusiastic about explosives being flown around. Director Northrop
47 asked about the possibility of delivering charges by missile; Jeff said
48 there was such a thing, and that there used to be a howitzer at Cub
49 Lane, but that the USFS will not allow it.

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- 1 • President Grant asked if Gazex was the best way to deal with
2 avalanches on Alpine Meadows Road. Casey said yes, that the ski
3 resort had hired consultants to study the problem, that they had
4 evaluated a lot of options, including snow fences (which are
5 expensive and require more maintenance), and that this was their
6 recommendation.
- 7 • Jay said Gazex has been around for 30 years and there have been no
8 injuries. Jeff added that using Gazex would allow the controllers to
9 operate at different times of the day, including the night. Jay said the
10 system would save manpower and time. Wyoming and Colorado
11 DOTs both use Gazex. They used to have 90-minute highway
12 shutdowns when using howitzers and launchers to clear potential
13 avalanches; with Gazex the shutdowns are only 15 minutes and
14 require fewer personnel. Jay said he could provide many references.
- 15 • President Grant asked if the ski resort just wanted permission to use
16 District property, or if they also wanted funding. Casey said they were
17 not looking for funding right now.
- 18 • The Directors viewed a video that provided an overview of the Gazex
19 equipment. The shelter includes platform, antenna, solar panel,
20 weather monitoring system, oxygen tanks, propane and dosing tanks.
21 Each shelter connects with multiple (up to 10) exploders via gas lines.
22 The exploders are on 5-ft square concrete footings that anchor into
23 the ground, are made of metal, and have different capacities (the ski
24 resort would be looking to install the big ones, which are equivalent to
25 about 10 charges of dynamite, but with a slower explosion – a thump
26 vs the high pitch people in the valley are used to). There is little
27 maintenance involved and the installations can be moved easily via
28 helicopter. Tanks are replenished once a year, based on estimates
29 by controllers, manually or by small helicopter.
- 30 • Director Smelser asked if any had exploded. Jay said two have
31 exploded, but that in each case required maintenance had been
32 omitted. He said newer models use better metal and are more
33 durable.
- 34 • Jay said his company does not have to market its product, rather that
35 most ski companies and DOTs come to them. The product works
36 very well. His company will only provide their products to
37 organizations for which they know their products will work. Everyone
38 who purchases the product likes it.
- 39 • Jay said the two exploders at Alpine are not working right now, that it
40 was an installation problem, and that TAS would fix it. They are the
41 only 2 exploders in the world that are not working right now.
- 42 • President Grant said it sounded like the advantages with Gazex were
43 that the avalanches would not slide as far and that avalanches would
44 not occur during the day time. She asked if the ski resort was
45 planning to do the installation this year. Casey said he was in
46 conversation with Placer County right now to do it this summer, but
47 that the ski resort first has to get permission from the landowners.
48 The ski resort is not in great financial shape right now, so would be

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1 happy to get financial assistance from partners, like the County and
2 ASCWD.

- 3 • Director Northrop asked who would be liable. Casey said the
4 landowners.

5 **H. Resolution 1-2017, Designation of Applicant's Agent for Non-State**
6 **Agencies for CALOES Storm Damage:**

7 Manager Collins said this document was required by the state for him to
8 proceed with obtaining funding for the District to remedy their storm
9 damage. Director Northrop made a MOTION that the Board adopt
10 Resolution 1-2017: Designation of Applicant's Agent for Non-State
11 Agencies for CALOES Storm Damage. Director Smelser SECONDED
12 the motion. Roll was called to approve the Resolution. Ayes: Directors
13 Northrop, Salke, Smelser and York, and President Grant. Noes: none.
14 Absent: None. The Resolution was APPROVED.

15 **I. Spring Newsletter:**

16 The Directors reviewed the draft newsletter.

- 17 • Manager Collins said he would remove the information about the
18 Easter Egg Hunt from the newsletter, since the newsletter would be
19 distributed after the event.
- 20 • TTSD supplied a brochure that will be included with the newsletter.
- 21 • Manager Collins will add a short description of the proposed bocce
22 court, with the advisory that bocce players will need to bring their own
23 balls (see agenda item 3Jiii).

24 **J. Committee Reports:**

- 25 i. **Budget & Finance Committee:** President Grant presented a written
26 report of yesterday's Committee meeting.
 - 27 a. **Non-standard Transactions:** None.
 - 28 b. **Investments/cash:** No new information.
 - 29 c. **Requests from Customers for Adjustments to their Bills:**
30 None.
 - 31 d. **Requests for Unbudgeted Expenses:** Per the Committee's
32 recommendation, Director Salke made a MOTION that the Board
33 approve the unbudgeted expense of \$1860 for a new fuel pump in
34 the fuel storage unit. Director York SECONDED the motion.
35 During discussion, Director Northrop questioned the expense,
36 saying the fuel pumps he uses are less expensive. President
37 Grant clarified that the cost included installation. Directors
38 Northrop, Salke, Smelser and York being in favor, the motion was
39 APPROVED.
 - 40 e. **Draft Budget:** The Committee reviewed in detail the first draft of
41 the 2017/2018 operating and capital budgets. A COLA of 2.5%
42 was used, SCRMA insurance rates can be reduced by Staff and
43 Director doing certain trainings, one seasonal employee was
44 budgeted, Memorial Day dumpsters were included in the budget,
45 etc. The draft budget will be presented to the Board at the May
46 meeting.
 - 47 f. **Next meeting:** Thursday, May 11 at 9:30 a.m.
- 48 ii. **Administration & Personnel Committee:** Director Salke presented a
49 written report of the Committee's meeting on March 21.

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- 1 a. **Paid Sick Leave Policy:** Per the Committee’s recommendation,
2 Director Northrop made a MOTION that the Board approve the
3 modification to the current Employee Sick Leave Policy. Director
4 York SECONDED the motion. Directors Northrop, Salke, Smelser
5 and York being in favor, the motion was APPROVED.
- 6 b. **Goals & Objectives:** The Committee reviewed the Goals &
7 Objectives and recommended no changes for the 2017/2018 fiscal
8 year. They modified the “Areas for improvement” section under
9 “General Manager Goals and Objectives” for 2016/2017. Director
10 Salke asked the Directors to supply him with their feedback prior
11 to next meeting. President Grant asked Manager Collins about
12 the items under 3b; he reported that he had done them all.
- 13 c. **District Mission Statement:** The Committee did not recommend
14 any changes at this time.
- 15 d. **Criteria for General Manager’s Annual Review:** The Directors
16 will provide feedback to Director Salke and the review will be
17 conducted in a timely manner.
- 18 e. **Criteria for Board of Directors’ Annual Review:** ditto.
- 19 f. **A&P Policies (4.0.0 to 4.18.0):** Per the Committee’s
20 recommendation:
- 21 • Director York made a MOTION that the Board approve one
22 change in Policy 4.9.0: replace “for” with “or” in item 2 under
23 “Documents”. Director Northrop SECONDED the motion.
24 Directors Northrop, Salke, Smelser and York being in favor,
25 the motion was APPROVED
 - 26 • Director York made a MOTION that the Board approve two
27 changes in Policy 4.16.0: replace “shall” with “should” and
28 delete “at a minimum”, both in item 1 under “Ends”. Director
29 Northrop SECONDED the motion. Directors Northrop, Salke,
30 Smelser and York being in favor, the motion was APPROVED.
- 31 iii. **Park, Recreation & Greenbelt Committee:**
32 The Board reviewed Buz’s information regarding the construction and
33 maintenance of a bocce court in the Park. Director Smelser showed
34 the other Directors a picture of a grass court he had seen. He
35 suggested the District lay out a grass court and evaluate its usage to
36 decide whether to install a more expensive and permanent installation
37 at a future date. Buz said it would not involve much maintenance.
38 The Directors liked the idea and agreed they would like to include in
39 the draft budget for the coming fiscal year the expense of constructing
40 a minimal, grass court along the lines of the grass court documented
41 by Director Smelser. They also agreed that bocce players should
42 bring their own balls, and that Staff should place a sign requesting
43 that bocce players report their usage to the Office so Pam can track it.
- 44 iv. **Long Range Planning Committee:** No meeting.
- 45 K. **Open Items:** Bear Creek is having a meeting at the Office tomorrow.
46 Pam has asked its attendees to park behind the Office so as to leave
47 room for the Easter Egg Hunt.
- 48 L. **Correspondence to the Board:** None.
- 49 4. **DIRECTORS’ COMMENTS**

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- 1 • President Grant announced that Jancis Martin, Recording Secretary, had
2 resigned, with the May meeting being her last. Manager Collins is looking
3 into finding a replacement. President Grant thanked Jancis for her service.
4 • Director Smelser asked if the District should advise its customers about the
5 Gazex installations. Casey said he has already spoken with three HOAs in
6 the valley about the project. Manager Collins said he thinks the District will
7 have to enter into some kind of agreement with the County and ski resort; he
8 will contact District Counsel. Casey said the project can begin as soon as he
9 gets permission from the landowners; he already has experienced operations
10 personnel to do the installation. Director York asked if there would be an
11 EIR; Casey said no, since the installation was on private land. Director York
12 asked if the ski resort could still proceed with the Gazex installation if the
13 District or Troy denied permission; Casey said the ski resort would still do
14 something. Director Smelser asked Director Salke how they would do the
15 control work at night with Gazex. Director Salke said the procedure would be
16 very similar to that which is done now, but would be a little faster and
17 significantly safer. He added that from an operations perspective, when
18 dealing with avalanches, they would like to be able to dictate the timing, but
19 that the weather dictates the timing. The benefit of the Gazex tool is that it
20 allows the field operator to take advantage of better timing. Manager Collins
21 suggested that the way to let the community know about the project would be
22 to air the agreement at a public meeting and to advise the HOAs so people
23 can attend and ask questions.
24 • The next Board meeting is scheduled to be held at its normal date and time:
25 Friday, May 12, at 9:00 a.m.

26 **5. ADJOURNMENT**

27 There being no further business before the Board, at 11:14 a.m. Director
28 Northrop made a MOTION that the meeting be adjourned. Director York
29 SECONDED the motion. Directors Northrop, Salke, Smelser and York being in
30 favor, the motion was APPROVED.

31
32 Respectfully Submitted, approved 5/12/17 with one minor change

33
34
35
36 Jancis Martin
37 Recording Secretary
38