

**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, July 8, 2016, 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 9:07 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.

8     Directors Absent: None.

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

12    Guests Present: Mary Bennett/homeowner; Chief Mike Schwartz/NTFPD; Tim  
13    Alameda/NTFPD.

14    **2. PUBLIC PARTICIPATION**

15    Mary Bennett expressed her concern about local homeowners losing their fire  
16    insurance. She requested that the Board write a formal letter to the Placer  
17    County Commissioners and Board of Supervisors and the California Insurance  
18    Commissioner, informing them that people in Alpine Meadows are losing their fire  
19    insurance due to wildland fire risk. She pointed out that it was going on all over  
20    Placer and Nevada Counties, not just in Alpine Meadows. She also expressed  
21    her concern that people were building subdivisions in Alpine Meadows,  
22    regardless of whether there was enough water, and said she wondered how the  
23    increased population would impact the ability to safely evacuate the valley in the  
24    event of a wildland fire.

25    President Grant told her the Board could not take action on her request today,  
26    but would discuss the topic next month with the option of taking action then.

27    Mary said she had been turned down by two insurance providers. Chief Schwartz  
28    told her the NTFPD website had a lot of helpful information about insurance.

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

30    A.     **Financial Reports:**

31    Mike Dobrowski, District CPA, participated in discussion of this agenda  
32    item by telephone.

- 33       • Mike reported that this was one of the busiest months of the year.  
34       The annual customer bills were sent out and the District is already  
35       making good collections.
- 36       • The auditors will be coming in late August or early September.
- 37       • The District's net income was \$55K higher than the prior year.  
38       Expenses were held in check, and revenues trended higher due to  
39       higher rate increases. The District's cash position dropped due to  
40       ongoing capital projects.
- 41       • Referring to the "Profit & Loss Prev Year Comparison" financial report,  
42       Director York asked why the District's "Gas and Electric – Admin"  
43       expense was double that of the previous year. Mike suggested it  
44       might have been due to the harsher winter. He said he would do  
45       research and get back to the Board

- i.     **June Financial Statements:** Director Northrop made a MOTION that  
the Board accept the June 30 month-end financial reports. Director  
York SECONDED the motion. Directors Northrop, Salke, Smelser  
and York being in favor, the motion was APPROVED.

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- 1           ii. **June Expenses Paid & Payable:** The Directors reviewed the monthly  
2           check register. Director Northrop made a MOTION that the Board  
3           approve the Expenses Paid & Payable (the debits for payroll and  
4           checks 28737 through 28787). During discussion, Director York  
5           asked why there was a check for snow removal in June; Manager  
6           Collins said it was because the District was only billed for snow  
7           removal at the end of the fiscal year. Director Smelser SECONDED  
8           the motion. Directors Northrop, Salke, Smelser and York being in  
9           favor, the motion was APPROVED.

10          **B. Approval of Minutes:**

11          Director Northrop made a MOTION that the Board approve the minutes of  
12         the June 10, Regular Board of Directors Meeting. Director Smelser  
13         SECONDED the motion. During discussion, Director Smelser suggested  
14         the following modification: page 1, line 32, insert "for other groups" after  
15         "other benefits". Director Northrop AMENDED the motion to include the  
16         modification. Director Smelser SECONDED the amended motion.

17          Directors Northrop, Salke, Smelser and York being in favor, the amended  
18         motion was APPROVED.

19          **C. Fire Department Report:**

20          NTFPD's Chief Schwartz and Tim Alameda were in attendance for this  
21         agenda item.

- 22           • Chief's Report:
  - 23           ○ Fire season started July 1. Open burning is restricted in Alpine  
24           Meadows as well as in the Tahoe basin. Chief Schwartz  
25           suggested that residents report potential violations; NTFPD will  
26           provide enforcement. Screened fires and propane/gas fires are  
27           okay.
  - 28           ○ NTFPD personnel have been involved with fighting local and  
29           regional fires.
  - 30           ○ NTFPD has hired Beth Kenna as PIO; Joe Parle as a second  
31           mechanic; Gordana Wood to work the front desk; and Elisha Allen  
32           as Nita Wracker's replacement (Administrative Manager).
  - 33           ○ Chief Schwartz said writing letters to county and state officials  
34           about the number of people losing fire insurance was a good idea.  
35           He said the insurance companies say everyone can get  
36           insurance, it will just cost more. He added that homeowners  
37           whose fire policies have not been cancelled should keep their  
38           insurance and pay it on time.
- 39           • Fire Prevention: Tim reported that NTFPD provided PIO support to  
40           about a dozen HOA meetings last month. Caltrans and CalFire  
41           stopped a big shipment of illegal fireworks at the agricultural  
42           inspection station, which reduced the amount of illegal fireworks in the  
43           basin. PIO put out 100 posters on the topic. They spoke with  
44           restaurants about the dangers of overcrowding. Tim said the hard  
45           work paid off in terms of fewer dispatch calls. He also mentioned that  
46           he had to contact a fire suppression sprinkler company about  
47           inadequate sprinkler plans for a residence in Alpine Meadows.
- 48           • Manager Collins asked if NTFPD could help him draft a letter about  
49           insurance, in response to Mary Bennett's request. Chief Schwartz

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- 1           said the Board has to first take action and then NTFPD can help.  
2           Director Salke said it is a problem and doesn't know what the solution  
3           is. Chief Schwartz said wildfires are a specific peril and may  
4           ultimately require specific wildland fire insurance. He predicted that  
5           the primary insurance companies who are drawing away now will start  
6           to come back after a few years when conditions have calmed down.  
7           Chief Schwartz's recommendation was to encourage people to form  
8           fire-adaptive communities within this region, to deal with tree mortality  
9           and to increase road sizes. Tim added that the state is going to  
10          change the driveway width requirement to 12 feet to accommodate  
11          the larger fire engines. Subdivisions are trying to reduce road and  
12          driveway widths, but NTFPD works to widen them. Chief Schwartz  
13          said he is proud that he and Tim have not waived anything in the fire  
14          code. He also mentioned that the issue of subdivisions might be self-  
15          correcting: if the developers cannot get insurance, they will not be  
16          able to sell properties, so won't build them.  
17          • Director Smelser suggested placing a sign on the new metal post to  
18          indicate fire danger. Chief Schwartz said if the Board agendizes it, he  
19          will help get it accomplished. Buz suggested that in the summer the  
20          District could rent one of the ski area electronic signs to display the  
21          information. Director Salke said that was a good idea because the ski  
22          area wants to be perceived as a good presence in the community.  
23          • Station Staffing: The Alpine Meadows fire station was staffed daily in  
24          June. President Grant asked for the total number of days the station  
25          was staffed during the 2015-2016 fiscal year; Chief Schwartz said he  
26          would get the number for her.  
27          • Dispatch Calls: NTFPD responded to 5 dispatch calls from Alpine  
28          Meadows.

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

30          John Collins, General Manager, provided a written report on his activities  
31          during the month of June with discussion on the following topics:

- 32          • AME Well Re-drill: The two existing wells were abandoned. The  
33          doors still need to be painted. Director Smelser said the pump house  
34          looks nice. Director Salke said the well abandonment looks good.
- 35          • Garbage: Manager Collins and Staff continued to monitor the issue of  
36          illegal garbage disposal.

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

38          Buz presented his written report for the month of June that included  
39          status updates on water, sewer, garbage, and other services provided by  
40          the District.

- 41          • Maintenance performed: Staff inspected several dump trucks in the  
42          Sacramento area for potential purchase; continued the final stage of  
43          the remote-read water meter replacement program (they expect to  
44          finish during July); continued the valve exercise program; and  
45          maintained the Park daily (they received compliments on the condition  
46          of the grass and tennis courts).
- 47          • All routine water samples were absent coliform bacteria.
- 48          • Sewer flows in June were similar to those in May, but water usage  
49          was much higher, primarily due to irrigation in the valley.

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1       **F. TTSA Report:**

2           There has been no TTSA Board meeting since the last ASCWD Board  
3           meeting. The next TTSA Board meetings are scheduled for July 13 and  
4           August 10.

5       **G. Discussion Regarding Outside Agencies Within the Community**  
6           **Using District Facilities & Their Requirement for Insurance:**

7           President Grant said this agenda item was a result of Don Fulda's request  
8           at last month's Board meeting that the District resume its previous policy  
9           of allowing community agencies to use its facilities for meetings.

- 10          • Manager Collins reported that the District's insurance provider,  
11           SDRMA, confirmed that outside groups need their own insurance to  
12           use District facilities, and that SDRMA will not provide the District with  
13           extra insurance to cover outside use. He presented four options for  
14           outside groups to consider: 1) obtain their own insurance; 2) have a  
15           member of their group get a rider on their own homeowner's policy; 3)  
16           require that all groups and individuals sign waiver & release forms  
17           each time they use the facilities; 4) during the summer, use the Park  
18           with no insurance required (but pay the group use fee). Manager  
19           Collins recommended that every group get its own insurance,  
20           because all other options could still result in liability lawsuits.  
21          • President Grant asked Director York if AMEA could obtain its own  
22           insurance. Director York said AMEA's insurance doesn't cover their  
23           meetings and the cost of the added insurance is outside their budget.  
24           President Grant said she obtained a rider on her own homeowner's  
25           insurance for AMEA once, for a single event. Director Salke endorsed  
26           Manager Collins' recommendation that outside organizations should  
27           carry their own insurance.  
28          • The Directors agreed that option 3 should be removed from the list of  
29           options, as not providing adequate protection against liability suits,  
30           and asked Manager Collins to present the other options to Don Fulda.  
31          • Director Salke complimented Manager Collins' due diligence on behalf  
32           of the District. President Grant thanked Manager Collins for his work.

33       **H. Award for 2016 Booster Pump Station Replacement Project:**

34           Manager Collins explained that the single bid obtained for the Booster  
35           Pump Station Replacement project was so high that Stantec and Staff  
36           recommended that no bid be awarded, and said that next year the bid  
37           should go out much earlier. Manager Collins said he would investigate  
38           why the electrical component of the bid was so high. Director Northrop  
39           made a MOTION that the Board not award any bid for the 2016 Booster  
40           Pump Station Replacement Project. Director York SECONDED the  
41           motion. Directors Northrop, Salke, Smelser and York being in favor, the  
42           motion was APPROVED.

43       **I. Agreement with Squaw Valley Regarding Payment for the Second**  
44           **Booster Pump Station:**

45           No action was required, since no bid was awarded for the construction of  
46           the booster pump station (see agenda item 3H). Director Smelser asked  
47           about the pay-back rate, saying that at \$1.13 per 1,000 gallons, it would  
48           take a while to pay back; Manager Collins said the agreement stipulates

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1           that the current rate be used, not the rate at the time the agreement was  
2           signed.

3           **J. CSDA 2016 Board Elections:**

4           Director Northrop made a MOTION that the Board vote for Ginger Root  
5           for Seat B, Sierra Network, CSDA Board of Directors. Director Smelser  
6           SECONDED the motion. Directors Northrop, Salke, Smelser and York  
7           being in favor, the motion was APPROVED.

8           **K. Resolution 6-2016: Adopting the 2016 Placer County Local Hazard  
9           Mitigation Plan Update:**

10          Manager Collins said the Resolution was to adopt the five-year update to  
11          the Plan. The County files it with the State, making the District eligible for  
12          emergency funding. Director Northrop made a MOTION that the Board  
13          adopt Resolution 6-2016: Adopting the Placer County Local Hazard  
14          Mitigation Plan Update. Director Smelser SECONDED the motion. Roll  
15          was called to approve the Resolution. Ayes: Directors Northrop, Salke,  
16          Smelser, York and President Grant. Noes: none. The Resolution was  
17          APPROVED.

18          **L. Committee Reports:**

19          i. **Budget & Finance Committee:** President Grant presented a written  
20          report of yesterday's Committee meeting.

- 21           a. **Non-standard Transactions:** None.  
22           b. **Investments/cash:** The CD maturing July 7 rolled over at 0.75%.

23           c. **Requests from Customers for Adjustments to their Bills:**  
24           None.

25           d. **Requests for Unbudgeted Expenses:** 1) Per the Committee's  
26           recommendation and as discussed at last month's Board meeting,  
27           Director Northrop made a MOTION that the Board approve the  
28           unbudgeted expense of \$1,467.90 to TTSD for the rental of clean-  
29           up dumpsters over Memorial Day weekend. Director Salke  
30           SECONDED the motion. Directors Northrop, Salke, Smelser and  
31           York being in favor, the motion was APPROVED. 2) Per  
32           recommendations by the Committee and Staff, Director Northrop  
33           made a MOTION that the Board approve the extension of the  
34           amount budgeted for the purchase of a new dump truck from  
35           \$50,000 to an amount not to exceed \$65,000. Director Salke  
36           SECONDED the motion. Directors Northrop, Salke, Smelser and  
37           York being in favor, the motion was APPROVED. Director Salke  
38           asked what the life expectancy of the new dump truck was; Buz  
39           said it would outlive Miguel.

- 40           e. **Next meeting:** Thursday, August 11 at 9:30 a.m.  
41           ii. **Administration & Personnel Committee:** No meeting.  
42           iii. **Park, Recreation & Greenbelt Committee:** Director York reported  
43           that the Bird Walk went well, but conflicting events kept the  
44           attendance to only 7 participants. The Grafs told her about 20 people  
45           attended the Flower Walk and that the participants enjoyed it.  
46           iv. **Long Range Planning Committee:** No meeting.

47           **M. Open Items:** None.

48           **N. Correspondence to the Board:** None.

49          **4. DIRECTORS' COMMENTS**

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- The next Board meeting is scheduled to be held at its normal date and time: Friday, August 12, at 9:00 a.m.
  - Director York asked if the Board would be discussing Mary Bennett's comment. Manager Collins said yes, next month, and that he would invite her back. Director Smelser said the District should tell Mary Bennett the only responsibility the District has is to supply water, that it has no influence over insurance. Also, the District does not have the authority to approve subdivisions. Director York said it might be a good idea to make sure people know that the District does not approve subdivisions.
  - President Grant asked the Directors to come to next month's Board meeting with topics for the valley-wide meeting. She said she usually gives the presentation on behalf of the District but that anyone else was welcome to do the job. Director Smelser suggested telling the valley residents that the District does not approve subdivisions. Director Salke suggested letting the residents know the District had to pay for the Memorial Day dumpsters this year. President Grant asked Manager Collins to provide her with a summary of the work the District has done in the last few years. Director York suggested explaining why the District took down the playground. Director Salke asked if there were any recurring questions at the annual meeting; President Grant said she tries to cover all topics so there aren't any questions. President Grant asked Manager Collins to contact NTFPD about making a presentation at the meeting.

## **5. ADJOURNMENT**

There being no further business before the Board, the meeting was adjourned at 10:30 a.m.

Respectfully Submitted, approved as submitted 8/12/16

Jancis Martin  
Recording Secretary