

**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

- 46 i. **June Financial Statements:** Director Northrop made a MOTION that
47 the Board accept the June 30 month-end financial reports. Director
48 York SECONDED the motion. Directors Northrop, Salke, Smelser
49 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 agendas 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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- F. **TTSA Report:**
There has been no TTSA Board meeting since the last ASCWD Board meeting. The next TTSA Board meetings are scheduled for July 13 and August 10.
- G. **Discussion Regarding Outside Agencies Within the Community Using District Facilities & Their Requirement for Insurance:**
President Grant said this agenda item was a result of Don Fulda's request at last month's Board meeting that the District resume its previous policy of allowing community agencies to use its facilities for meetings.
 - Manager Collins reported that the District's insurance provider, SDRMA, confirmed that outside groups need their own insurance to use District facilities, and that SDRMA will not provide the District with extra insurance to cover outside use. He presented four options for outside groups to consider: 1) obtain their own insurance; 2) have a member of their group get a rider on their own homeowner's policy; 3) require that all groups and individuals sign waiver & release forms each time they use the facilities; 4) during the summer, use the Park with no insurance required (but pay the group use fee). Manager Collins recommended that every group get its own insurance, because all other options could still result in liability lawsuits.
 - President Grant asked Director York if AMEA could obtain its own insurance. Director York said AMEA's insurance doesn't cover their meetings and the cost of the added insurance is outside their budget. President Grant said she obtained a rider on her own homeowner's insurance for AMEA once, for a single event. Director Salke endorsed Manager Collins' recommendation that outside organizations should carry their own insurance.
 - The Directors agreed that option 3 should be removed from the list of options, as not providing adequate protection against liability suits, and asked Manager Collins to present the other options to Don Fulda.
 - Director Salke complimented Manager Collins' due diligence on behalf of the District. President Grant thanked Manager Collins for his work.
- H. **Award for 2016 Booster Pump Station Replacement Project:**
Manager Collins explained that the single bid obtained for the Booster Pump Station Replacement project was so high that Stantec and Staff recommended that no bid be awarded, and said that next year the bid should go out much earlier. Manager Collins said he would investigate why the electrical component of the bid was so high. Director Northrop made a MOTION that the Board not award any bid for the 2016 Booster Pump Station Replacement Project. Director York SECONDED the motion. Directors Northrop, Salke, Smelser and York being in favor, the motion was APPROVED.
- I. **Agreement with Squaw Valley Regarding Payment for the Second Booster Pump Station:**
No action was required, since no bid was awarded for the construction of the booster pump station (see agenda item 3H). Director Smelser asked about the pay-back rate, saying that at \$1.13 per 1,000 gallons, it would 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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- 1 • The next Board meeting is scheduled to be held at its normal date and time:
2 Friday, August 12, at 9:00 a.m.
- 3 • Director York asked if the Board would be discussing Mary Bennett's
4 comment. Manager Collins said yes, next month, and that he would invite
5 her back. Director Smelser said the District should tell Mary Bennett the only
6 responsibility the District has is to supply water, that it has no influence over
7 insurance. Also, the District does not have the authority to approve
8 subdivisions. Director York said it might be a good idea to make sure people
9 know that the District does not approve subdivisions.
- 10 • President Grant asked the Directors to come to next month's Board meeting
11 with topics for the valley-wide meeting. She said she usually gives the
12 presentation on behalf of the District but that anyone else was welcome to do
13 the job. Director Smelser suggested telling the valley residents that the
14 District does not approve subdivisions. Director Salke suggested letting the
15 residents know the District had to pay for the Memorial Day dumpsters this
16 year. President Grant asked Manager Collins to provide her with a summary
17 of the work the District has done in the last few years. Director York
18 suggested explaining why the District took down the playground. Director
19 Salke asked if there were any recurring questions at the annual meeting;
20 President Grant said she tries to cover all topics so there aren't any
21 questions. President Grant asked Manager Collins to contact NTFPD about
22 making a presentation at the meeting.

23 **5. ADJOURNMENT**

24 There being no further business before the Board, the meeting was adjourned at
25 10:30 a.m.

26
27
28 Respectfully Submitted,

approved as submitted 8/12/16

29
30
31 Jancis Martin
32 Recording Secretary