

1 **ALPINE SPRINGS COUNTY WATER DISTRICT**  
2 **MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING**  
3 **June 14, 2019**

4 Pursuant to notice given, the regular meeting of the Board of Directors, Alpine Springs County Water District, was held on  
5 Friday June 14, 2019 in the District Board Room, 270 Alpine Meadows Road  
6

7 **I. CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL**

8 President Grant called the meeting to order at 9:00 AM at the District Office Board Room. All joined in reciting  
9 the Pledge of Allegiance.

10 **Directors Present:** Janet S. Grant, President; Jon Northrop, Vice-President; Dave Smelser; Evan Salke;  
11 Christine York

12 **Directors Absent:** None

13 **Staff Present:** John Collins, General Manager; Buz Bancroft, Operations & Maintenance; Judy Friedman,  
14 Recording Secretary

15 **Guests Present:** North Tahoe Fire Protection District Chief Mike Schwartz  
16

17 **II. PUBLIC COMMENT**

18 There were no comments on items not on today's agenda.  
19

20 **III. ITEMS FOR BOARD DISCUSSION & ACTION**

21 **A. FINANCIAL REPORT .....A**

22 Collins presented the financial reports for the month of May, as prepared by District CPA Mike Dobrowski.  
23

24 **It was moved by Northrop and seconded by York to approve the May financial reports as presented.**  
25 **Motion carried unanimously.**  
26

27 **It was moved by York and seconded by Smelser to approve payment of payroll and checks #30628 -**  
28 **#30672. Motion carried unanimously.**  
29

30 **B. APPROVAL OF MINUTES .....B**

31 **It was moved by Northrop and seconded by York to approve the minutes of the May 10, 2019 Board**  
32 **meeting. Motion carried unanimously.**  
33

34 **C. FIRE DEPARTMENT REPORT .....C**

35 North Tahoe Fire Protection District Chief Mike Schwartz reported:  
36

- 37 • The District is preparing for summer issues, including inspections and training for fast water  
38 rescues.
- 39 • The California Fire Assistance Agreement (CFAA) that relates to mutual aid response is being  
40 challenged by the US Forest Service and federal assistance is a concern. Schwartz is meeting  
41 with legislators to insure funding remains in place. There is a lot of federal land in this area and  
42 if there is a fire, other state agencies maybe not respond because of financial issues.
- 43 • The movie "Wilder Than Wild" is being shown in Homewood and Kings Beach. The  
44 documentary is based on the 2017 California fires. A panel discussion is done after the film to  
45 expand the educational component.
- 46 • Schwartz reported on staffing changes at the District.
- 47 • About a year ago, Schwartz gave testimony about the insurance non-renewal issues in the area.  
48 The senator involved in those hearings is now the state Fire Commissioner. Schwartz described

1 how the District is working with insurance companies and homeowners. The good water systems  
2 in the area are helping and codes need to be strictly enforced.

- 3 • AB 1400 is a new bill requiring reporting on mandatory inspections and compliance levels
- 4 • Calfire is shutting off open burning as of Monday June 17. The District will probably add bans  
5 on campfires and other outdoor burn as local fire season is declared to have begun.

6  
7 **D. GENERAL MANAGER’S REPORT..... D**

8 General Manager John Collins presented the May 2019 Manager’s Report, which was included in the meeting  
9 packet.

10  
11 **E. OPERATIONS & MAINTENANCE DEPARTMENT REPORT.....E**

12 Buz Bancroft presented the May 2019 Water and Sewer report noting gallons of water produced and sewer  
13 flows. The Park opened for the season on June 10<sup>th</sup>. Bancroft discussed staffing issues.

14  
15 An Emergency Action Item was added because time is of the essence to award a revised contract to address  
16 upgrades for the tank project. Collins presented the additional components, saying the original contract with  
17 Sierra Controls was for \$6,523.

18 **It was moved by Northrop and seconded by Smelser to approve the proposal from Sierra Controls LLC**  
19 **in the amount of \$11,478 for the tank improvement project. Motion carried unanimously.**

20  
21 **F. TTSA REPORT ..... F**

22 Northrop reported the TTSA plant is operating efficiently and all requirements are being met. The next meeting  
23 is scheduled for July 10, 2019.

24  
25 **G. REVIEW AND ADOPT THE FINAL 2019-2020 OPERATING BUDGET (BY FUND BY**  
26 **MONTH) AND CAPITAL BUDGETS..... G**

27 **It was moved by Northrop and seconded by York to approve the final 2019-2020 Operating Budget by**  
28 **Fund by Month. Motion carried unanimously.**

29  
30 **H. ADOPT RESOLUTION 6-2019 ESTABLISHING APPROPRIATION LIMITS FOR**  
31 **FISCAL YEAR 2019/ 2020..... H**

32 **It was moved by Smelser and seconded by Salke to adopt Resolution 6-2019 establishing appropriating**  
33 **limits for fiscal year 2019/2020.**

34 **Roll call vote:**

35 **AYES: Grant, Northrop, Smelser, Salke, and York**

36 **NOES: None**

37 **Motion carried unanimously**

38  
39 **I. REVIEW THE ASCWD CONSUMER CONFIDENCE REPORT FOR CALENDAR**  
40 **YEAR 2018..... I**

41 Bancroft presented the 2018 Consumer Confidence Report, which is mandated by the state for each District’s  
42 constituency. A postcard will be sent to customers to let them know the report is available on line.

43  
44 **J. SDRMA’S 2019 BOARD OF DIRECTORS ELECTIONS .....J**

45 The Board reviewed the list of candidates for SDRMA’s Board of Directors. The offer from one candidate to  
46 come speak to ASCWD was declined. The Board agreed to review the information in the packet and defer  
47 action to next month.

**K. CONDUCT A PUBLIC HEARING REGARDING ORDINANCE NO. 4-2019 – AN ORDINANCE OF THE ALPINE SPRINGS COUNTY WATER DISTRICT ADOPTING BEAR BOX REQUIREMENTS FOR SOLID WASTE COLLECTION ..... K**

The Public Hearing was opened at 9:42 AM. There were no comments. The Public Hearing was closed at 9:44 AM.

The Board discussed the ordinance. There have been positive comments in the community about removing dumpster bins at the District office, but this ordinance specifically addresses rental properties. Collins described how the ordinance will be publicized and enforced.

**It was moved by Smelser and seconded by York to adopt Ordinance No. 4-2019 requiring bear boxes for solid waste collection.**

**Roll call vote:**

**AYES: Grant, Northrop, Smelser, Salke, and York**

**NOES: None**

**Motion carried unanimously**

**L. REVIEW AND APPROVE ADDENDUM No. 9, AGREEMENT FOR GENERAL MANAGERS SERVICES .....L**

**It was moved by Smelser and seconded by Northrop to approve Addendum No. 9, Agreement for General Manager’s Services. Motion carried unanimously.**

**M. REVIEW THE APPROVED FINAL GOALS & OBJECTIVES FOR 2019/2020...M**

**It was moved by Northrop and seconded by Smelser to approve the revised Goals and Objectives for FY 2019/2020 as presented. Motion carried unanimously.**

**N. ANNUAL AUDIT ENGAGEMENT LETTER & APPROPRIATION LIMITS AGREEMENT WITH DAMORE HAMRIC & SCHNEIDER, INC. ....N**

**It was moved by Northrop and seconded by York to approve the annual Audit Engagement Letter and Appropriation Limits agreement with Damore, Hamric, & Schneider, Inc. as presented. Motion carried unanimously.**

**O. COMMITTEE REPORTS..... O**

**1. BUDGET & FINANCE COMMITTEE (DIRECTOR GRANT)**

- a. Discuss, if necessary, non-standard transactions.
- b. Discuss monthly reports and status of investments/cash and vote to approve, if necessary, new investments.
- c. Review, discuss and vote to approve, if necessary, requests from customers regarding billing issues.
- d. Review, discuss and vote to approve, if necessary, requests for unbudgeted expenses and capital expenditures.
- e. Reviewed the final budget by fund by month CIP and Operating budgets

Grant presented the Budget & Finance Committee report of the June 13, 2019 meeting, noting the payment made to NTFPD and the May 2019 Treasurer’s Report.

**2. ADMINISTRATION & PERSONNEL COMMITTEE (DIRECTOR SALKE)**

This Committee did not meet.

**3. PARK, RECREATION & GREENBELT COMMITTEE (DIRECTOR YORK)**

1 This Committee did not meet.

2  
3 **4. LONG RANGE PLANNING COMMITTEE (DIRECTOR SMELSER)**

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5 **P. OPEN ITEMS.....P**

6 Smelser reported the Fire Wise Committee met with David Stepner from Squaw Valley. Stepner said Squaw is  
7 also interested in conducting an Evacuation Drill and will consider it for a later date. Smelser announced Work  
8 Day is scheduled for June 29.

9  
10 The Committee talked about options to thin trees along the Truckee River, but funding for that has been  
11 delayed. The Committee also considered the possibility of allowing people to take dead wood out of the  
12 District’s greenbelt area for firewood or cut Christmas trees. Discussion followed. The Park, Recreation &  
13 Greenbelt Committee can talk about that at its spring meeting, but it would require a significant change to the  
14 existing policy.

15  
16 **Q. CORRESPONDENCE TO THE BOARD.....Q**

17 Grant noted a letter from the Mountain Communities Water Resources Assn. asking ASCWD to join. The  
18 Association is mainly focused on communities on the western slope. There was consensus not to join.

19  
20 **IV. DIRECTORS’ COMMENTS**

21 York announced upcoming events including the Bird Walk and Flower Walk.

22  
23 **V. ADJOURNMENT**

24 There being no further business to come before the Board, the meeting was adjourned at 10:15 AM. The next  
25 regularly scheduled Board meeting is July 12, 2019 at 9:00 AM.

26  
27 Respectfully Submitted,  
28 Judy Friedman  
29 Recording Secretary  
30 THE PAPER TRAIL SECRETARIAL & BUSINESS SOLUTIONS  
31

Approved 7/12/19 as submitted