

1 **ALPINE SPRINGS COUNTY WATER DISTRICT**
2 **MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING**
3 **December 14, 2018**

4 Pursuant to notice given, the regular meeting of the Board of Directors, Alpine Springs County Water District, was held
5 Friday December 14, 2018 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 9:02 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; Evan Salke; Dave Smelser.
11 Christine York arrived at 9:09 AM

12 Directors Absent: None

13 Staff Present: John Collins, General Manager; Buz Bancroft, Operations & Maintenance; Judy Friedman,
14 Recording Secretary. CPA Mike Dobrowski presented his report via teleconference.

15 Guests Present: North Tahoe Fire Protection District Chief Mike Schwartz, Battalion Chief Steve Simons,
16 Interim Forest Fuels Coordinator Eric Horntvedt, Admin Blanca Lundin, and Pat Davisson from CATT
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18

19 **II. SWEARING IN CEREMONY FOR THREE DIRECTORS (OATH OF OFFICE)**

20 Directors York, Grant and Salke were sworn into office for four-year terms.
21

22 **III. PUBLIC COMMENT**

23 There were no comments on items not on today's agenda.
24

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

26 **A. FINANCIAL REPORTA**

27 Via teleconference, District CPA Mike Dobrowski presented the financial reports as of November 30, 2018 and
28 reported good cash reserves going into winter. Dobrowski is still waiting for the adjustments from Placer
29 County. When the interest information is received, the accounts will be reconciled.
30

31 **It was moved by Northrop and seconded by Salke to approve the financial reports as of November 30,**
32 **2018. Motion carried unanimously.**
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34 **It was moved by Salke and seconded by Northrop to approve payment of payroll and checks #30319 –**
35 **#30372, minus check #30332, as presented. Motion carried unanimously.**
36

37 **B. APPROVAL OF MINUTESB**

38 A correction was made to NTFPD Chief Schwartz's report on the personnel and equipment sent to the Camp
39 Fire.

40 **It was moved by Director Northrop and seconded by Director Salke to approve the minutes of the**
41 **November 9, 2018 meeting as corrected. Motion carried unanimously.**
42

43 **C. NORTH TAHOE FIRE PROTECTION DISTRICT REPORTC**

44 Chief Mike Schwartz reported:

- 45 • Because of the recent snows, the open burn restriction has been rescinded. There are controlled burns
46 of forest fuels.
- 47 • Fire season ran late this year, but now the District is shifting into winter operations.
- 48 • Schwartz reported on recent staffing changes.

- The equipment and personnel sent to the Camp Fire has returned. The impacts of the fire, both physical and mental, are being addressed. Schwartz was at the fire and will write a comprehensive report on his observations.

Battalion Chief Simons reported on his experience at the Camp Fire. In terms of devastation, this was the worst he has ever experienced and for some personnel, this could be career-ending. Over 19,000 structures were lost. Simons believes a better job needs to be done to educate the public on how to deal with fire, in terms of preparation and communication. Both Simons and Schwartz discussed the lessons learned that can serve the local community.

Interim Forest Fuels Coordinator Horntvedt reported:

- The Tahoe basin is included in the Cal Fire grant request, but Horntvedt is making sure Alpine Meadows is also specifically mentioned. The grant will address defensible space on empty lots that are publically and privately owned, as well as chipping services.
- He is conducting a full review of the Forest Management and Fuel Reduction Program for the Alpine Sierra Subdivision.

D. GENERAL MANAGER’S REPORT.....D

General Manager Collins presented his November 2018 report. The North Tahoe Regional Advisory Council recommended approval of the Alpine Sierra Subdivision. The project will be heard by the Planning Commission on January 10 and should go to the Board of Supervisors within 90 days of that meeting. The project is required to provide upfront funding to ASCWD for water infrastructure.

Collins answered questions about his report. He will check the replacement value of the remodeled office building for insurance purposes.

E. OPERATIONS & MAINTENANCE DEPARTMENT REPORTE

Buz Bancroft presented the November 2018 Water/Sewer report. Both systems are operating normally. The water production numbers include snow making operations. The Well R-2 pump failed and was replaced. The TVing and cleaning of the lines was completed and everything looks good. Bancroft reported contractors “found” the dumpsters when they were moved. The dumpsters have been moved back to the District parking lot and so far, there are no bears or dumping other than regular trash. Zinn is keeping a log of comments she receives regarding relocating the dumpsters. .

F. TTSA REPORTF

Northrop noted the information in the Board packets includes the November 14 and December 12 TTSA meetings. All systems are operating normally and efficiently.

G. CONTINUE DISCUSSION OF DUMPSTER REMOVAL G

Smelser has heard from some residents who want to do away with dumpsters. He offered to set up a presentation from a bear box company on what is available and costs if a “volume project” is done. Collins was asked to check with the County about bear box requirements for remodels.

Collins will ask Zinn to produce a report summarizing comments from residents regarding the dumpsters. A brief discussion followed regarding potential mandates and information the Board needs to consider before making a decision by the end of the fiscal year. Salke suggested requiring bear boxes for rental properties.

1 **H. CAPITAL FACILITIES AND FIRE MITIGATION FEE EXPENDITURE PLAN FOR**
2 **FISCAL YEAR 2018/2019.**

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4 **2018/2019 CAPITAL FACILITIES AND MITIGATION FEE EXPEDITURE PLAN AND**
5 **FIVE-YEAR UPDATE TO THE FIRE FACILITIES IMPACT FEE STUDY.**

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7 **RESOLUTION 4-2018 ADOPTING THE CAPITAL FACILITIES AND MITIGATION**
8 **FEE EXPENDITURE PLAN FOR THE FISCAL YEAR 2018/2019..... H**

9 Chief Schwartz presented the information included in the Board packet and explained the need to set
10 appropriate fees to meet future needs. Lundin presented the 5 year report, the update on the Capital Facilities
11 Impact Fee Study, and annual Mitigation Fee Expenditure Plan, noting proposed fee increases per square foot.

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13 The public hearing on this item was opened at 9:47 AM. Pat Davisson said CATT appreciated the studies
14 conducted and clarified the proposed changes, including the definition in residential units, which now includes
15 second dwellings, and the reduction of the proposed growth rate. She asked for clarification on the data used for
16 the study and asked the Board to consider phasing in increases. The public hearing was closed at 9:58 AM.

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18 **It was moved by Salke and seconded by Northrop to approve the 2018/19 Capital Facilities and**
19 **Mitigation Fee Expenditure Plan as presented. Motion carried unanimously.**

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21 **It was moved by Northrop and seconded by York to approve the ASCWD 2018/19 Capital Facilities and**
22 **Fire Mitigation Fee Expenditure Plan and fire Mitigation Fee Expenditure Plan for FY 2018/19 as**
23 **presented. Motion carried unanimously.**

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25 **It was moved by Northrop and seconded by York to approve Resolution 4-2018, adopting the Capital**
26 **Facilities and Mitigation Fee Expenditure Plan for FY 2018/19.**

27 **ROLL CALL VOTE**

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

29 **NOES: None**

30 **Motion carried unanimously.**

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32 **I. STANTEC RE-APPROVAL OF THE UPDATED CONTRACT FOR TANK 4**
33 **REPLACEMENT PROJECT CONSTRUCTION SERVICES PROPOSAL IN THE**
34 **AMOUNT OF \$49,995..... I**

35 **It was moved by Smelser and seconded by Northrop to approve the revised agreement with Stantec,**
36 **dated November 8, 2018, not to exceed \$49,995. Motion carried unanimously.**

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38 **J. COMMITTEE REPORTS J**

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

- 40 **a. Discuss, if necessary, non-standard transactions.**
- 41 **b. Discuss monthly reports and status of investments/cash and vote to approve, if**
42 **necessary, new investments.**
- 43 **c. Review, discuss and vote to approve, if necessary, requests from customers**
44 **regarding billing issues.**
- 45 **d. Review, discuss and vote to approve, if necessary, requests for unbudgeted**
46 **expenses and capital expenditures.**

1 Grant presented the report of the December 13, 2018 Committee meeting. There are some unbudgeted expenses
2 to be approved. Salke explained the need for the wireline communication cable and radio to increase
3 communications.

4
5 **It was moved by Smelser and seconded by Northrop to approve the \$2,800 expenditure to Sierra Controls**
6 **for a wireline serial communication cable with a new Viper Radio. Motion carried unanimously.**

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8 **It was moved by Northrop and seconded by Salke to approve the \$20,575 expenditure to Carson Pump**
9 **for the Well R-2 pump. Motion carried unanimously.**

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

13 This Committee did not meet.

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

16 This Committee did not meet.

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18 **4. LONG RANGE PLANNING COMMITTEE (DIRECTOR SMELSER)**

19 This Committee did not meet.

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21 **K. OPEN ITEMSK**

22 No items were presented.

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24 **L. CORRESPONDENCE TO THE BOARD.....L**

25 No items were presented.

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27 **IV. DIRECTORS' COMMENTS**

28 There were no additional comments.

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30 **V. ADJOURNMENT**

31 There being no further business to come before the Board, the meeting was adjourned at 10:38 AM. The next
32 regularly scheduled Board meeting is January 11, 2019 at 9:00 AM.

33
34 Respectfully Submitted,

approved as submitted 1/11/19

35 Judy Friedman

36 Recording Secretary

37 THE PAPER TRAIL SECRETARIAL & BUSINESS SOLUTIONS