

**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 Tuesday, January 11, 2011, at 8:30 a.m., District Board Room, 270 Alpine Meadows Road.

1 **1. CALL TO ORDER**

2 Vice President Nungester called the meeting to order at 8:30 a.m.

3 **PLEDGE OF ALLEGIANCE**

4 Those attending joined in reciting the Pledge of Allegiance.

5 **ROLL CALL**

6 Directors Present: Charles Nungester, Vice President; Janet S. Grant; Jon
7 Northrop; Virginia Quinan

8 Directors Absent: Barbara Danz, President

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

12 Guests Present: Duane Whitelaw/NTPFD

13 **2. PUBLIC PARTICIPATION**

14 None.

15 **The numbering of the following items matches the original order of the**
16 **scheduled items in the meeting agenda. However, to take best advantage**
17 **of meeting participants' time, the items were dealt with in a different order**
18 **during today's meeting, as seen below.**

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

20 **A. Financial Reports:**

21 Mike Dobrowski, District CPA, participated in discussion of this agenda
22 item by telephone.

- 23 • The property tax revenues expected in December were posted in
24 January and were about 1.7% higher than anticipated.
- 25 • The District's cash position is almost \$200K greater than the prior
26 fiscal year.
- 27 • The District is experiencing better collections than in the prior year.
28 Delinquent accounts will be sent to Placer County for collection in a
29 couple of months.
- 30 • Director Quinan asked if the District made a payment last month to
31 NTPFD. Mike affirmed that a small payment, less than \$2,000, was
32 made so that the total amount paid to NTPFD was equal to 80% of the
33 annual property tax revenues, as calculated by the auditors.
- 34 • Director Grant asked Manager Collins if the District was on track with
35 expenses for the year. Manager Collins said the only unknown was
36 the potential expense associated with replacement or repair of the
37 redwood tank. Buz said he expected expenditures to be minimal until
38 about May, when more purchases will be made.
- 39 • Vice President Nungester asked why the Dues and Subscriptions
40 expense was higher than budgeted. Manager Collins said it was
41 difficult to budget expenses in this category accurately on a month-to-
42 month basis; he pointed out that on a year-to-date basis, expenses
43 were on track, even though the December amount was higher than
44 budgeted.

- 45 i. **December Month-end Financial Statements:** Director Grant made a
46 MOTION that the Board accept the December 31, 2010, month-end
47 financial reports. Director Northrop SECONDED the motion.
48 Directors Grant, Northrop and Quinan being in favor, the motion was
49 APPROVED.

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1 ii. **December Expenses Paid & Payable:** The Directors reviewed the
2 monthly check register. Director Grant made a MOTION that the
3 Board approve the Expenses Paid & Payable (two direct debits for
4 payroll and checks 25411 through 25464). Director Northrop
5 SECONDED the motion. In discussion, Director Quinan asked about
6 the payment to the Department of Public Health; Manager Collins said
7 it was the annual licensing fee the District pays the State. Directors
8 Grant, Northrop and Quinan being in favor, the motion was
9 APPROVED.

10 iii. **Quarterly Expenses Paid & Payable:** Manager Collins said there
11 was nothing unusual in the report. Mike said the report allocates the
12 major expenses and revenues across funds, on the allocation method
13 approved by the Board, per the auditors' request. He looks at the last
14 page to assure that the total income ties to the previous reports.
15 Director Northrop made a MOTION that the Board approve the Profit
16 and Loss by Fund quarterly report for the quarter ending December
17 31, 2010. Director Quinan SECONDED the motion. Directors Grant,
18 Northrop and Quinan being in favor, the motion was APPROVED.

19 **B. Approval of Minutes of Regular Board Meeting Held on December**
20 **10, 2010:**

21 Director Northrop made a MOTION that the Board approve the minutes of
22 the December 12, 2010, Regular Board of Directors Meeting. Director
23 Quinan SECONDED the motion. Directors Grant, Northrop and Quinan
24 being in favor, the motion was APPROVED.

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

26 John Collins, General Manager, provided a written report on his activities
27 during the month of December, with brief discussion on the following
28 topics:

- 29 • Sierra Nevada Conservancy (SNC) Grant: Manager Collins discussed
30 with David Jaramillo the continuation of the fuels reduction program
31 into the Bear Creek area around the condominium property. David
32 contacted the president of the Bear Creek Association (BCA); BCA
33 seems happy about the proposed work. Director Grant said the
34 condominiums were not in BCA. Manager Collins said he would
35 research the issue. Vice President Nungester suggested that
36 Manager Collins ask BCA and/or the condominium association to
37 make contributions to the grant, as other homeowner associations
38 have agreed to do. Director Quinan suggested that clearance be
39 done on the lower creek; Manager Collins said that area was not part
40 of the grant proposal and that work in that area could therefore not be
41 funded by the grant.
- 42 • Alpine Sierra Subdivision: Manager Collins reviewed a draft technical
43 memorandum covering water system modifications to meet California
44 Department of Public Health regulations regarding water source
45 supply (the so-called "max day demand"). He provided comments to
46 Dave Kershaw (Stantec). The District currently does not meet the
47 State's max day demand requirements. Each pressure zone is
48 required to meet the requirement without relying on contributions from

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1 other pressure zones. State law dictates that the District cannot add
2 another pressure zone which will make the situation worse.

- 3 • Marten Barry's Property: Webb Land Surveying completed
4 preparation of a map and legal description. Mr. Barry indicated his
5 desire to purchase the adjacent District property, rather than just
6 having access to it, because he would like to make substantial capital
7 improvements on the property. He said he would bear the cost of
8 appraisal, notices and other District expenses connected with the
9 potential sale, and is comfortable with the notion of public notice and
10 public auction. Manager Collins is preparing a cost estimate and will
11 meet with Mr. Barry in early February.
- 12 • Audit: Manager Collins completed all work and returned all documents
13 to the auditors.
- 14 • Fire Mitigation Fees: Manager Collins met with NTFPD and reviewed
15 the recording of fee collections.

16 **C. Fire Department Report:**

17 Chief Whitelaw from NTFPD was in attendance and reported the
18 following:

- 19 • December Dispatch Report: Of the 27 calls to dispatch, 20 were for
20 EMS assistance at the ski area. It was an extremely busy holiday
21 season.
- 22 • Fire Code: The ASCWD Fire Code was adopted by the Placer County
23 Board of Supervisors and is now in effect.
- 24 • Mitigation Plan: The County Board of Supervisors approved the
25 District's Capital Facilities and Fire Mitigation Fee Expenditures Plan.
26 It will become effective February 14.
- 27 • Road Closure Planning Meeting: Due to bad weather, the meeting
28 was rescheduled to January 20.
- 29 • AMGEN Tour of California: The first two stages of the 2011 bicycle
30 race will take place in the Tahoe area, May 15-16. Last year the first
31 stage (starting in Nevada City) involved about 40,000 people. The
32 first stage this year will start in South Lake Tahoe, head up the west
33 shore, turn east in Tahoe City, then jog north at Kings Beach, ending
34 at Northstar. That evening the participants will drive to Squaw Valley
35 where the second stage will start the following morning, heading
36 north.
- 37 • Grants: NTFPD is researching grant funding for fuels reduction and
38 chipping. Prospects look good for chipping, but Chief Whitelaw is not
39 sure if any grants will be available for fuels reduction.
- 40 • Governor Brown's Speech: Chief Whitelaw expressed concern about
41 a directive proposed by Governor Brown, which would dictate a
42 realignment of services, with local agencies having more
43 responsibilities and additional funding being available to those
44 agencies. Until now, by virtue of an agreement with the Federal forest
45 service, ASCWD has not been responsible for the cost of fighting
46 wildland fires in the valley. However, the governor's directive would
47 redefine the lines of responsibility, with local agencies expected to
48 bear the cost to fight fires of this nature. Chief Whitelaw is concerned
49 about the directive's financial impact on local agencies. For instance,

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1 if the directive had been in effect at the time of the Angora Fire, the
2 local South Lake Tahoe fire department would probably have gone
3 bankrupt trying to fight that fire. Director Northrop questioned the
4 legality of the directive. There was discussion about whether or not
5 the directive was an end run around Proposition 13.

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

7 Buz Bancroft presented a written report for the month of December that
8 included status updates on water, sewer, garbage and other services
9 provided by the District.

- 10 • Staff removed snow from the office area and fire hydrants.
- 11 • SCADA revealed possible water loss throughout the valley. Staff
12 inspected the water system house by house in the areas they thought
13 were impacted, listening for the sound of running water inside
14 uninhabited dwellings, and found six homes that had problems (pipes
15 that had split open during freezing weather, then started leaking when
16 the temperatures rose again). Bear Creek reported an additional few
17 homes with burst pipes.
- 18 • A bear broke into the District office through a front window, ate some
19 candy and sugar, but caused little damage (just the window and a
20 shelf in the kitchen). There was some discussion about prevention
21 measures. It is not clear anything can be done, other than possibly
22 barring windows with hardware that could be removed from the inside
23 and by NTFPD. Staff now takes garbage out every night and leaves
24 no food inside the office.
- 25 • Routine water samples were absent coliform bacteria. However, the
26 Spring 2 quarterly sample was positive total coliform (fecal negative).
27 This summer Staff will examine the springs again and ask for
28 recommendations from some experts.
- 29 • Buz spoke with an engineer from Placer County, who said work on the
30 new Alpine Meadows Road bridge would not start until 2013.

31 **F. Committee Reports:** None.

32 **G. Open Items:** None.

33 **H. Correspondence to the Board:** None.

34 **4. DIRECTORS' COMMENTS**

- 35 • Director Grant thanked the other Directors for rescheduling today's meeting.
- 36 • The next Board meeting is scheduled for Friday, February 11, at 8:30 a.m.
37 The next Budget & Finance Committee meeting is tentatively scheduled for
38 Thursday, February 10, at noon.
- 39 • Director Grant said she felt the Board should reconsider the notion of
40 dropping the mailing of hardcopy newsletters. She felt the quarterly
41 newsletters were an important part of the Board's commitment to promoting
42 communication with its constituents, and pointed out that there are people in
43 the valley that do not have access to email. Vice President Nungester
44 agreed with Director Grant's position but felt the Board had already supported
45 her position at the December Board meeting. There was uncertainty among
46 the Directors as to the conclusions of the discussion on the same topic at that
47 meeting. Director Grant asked that further discussion on the issue be placed
48 on a future agenda. Pam said she mails about 70 hardcopies of the

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1 newsletter each quarter and said about seven people looked at the newsletter
2 web page last month.

3 **5. CLOSED SESSION**

4 None.

5 **6. ADJOURNMENT**

6 There being no further business before the Board, the meeting was adjourned at
7 9:29 a.m.

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9 Respectfully Submitted, approved as submitted 2/11/11

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Jancis Martin
Recording Secretary