

**ALPINE SPRINGS COUNTY WATER DISTRICT
MINUTES OF THE SPECIAL BOARD OF DIRECTORS MEETING**

Pursuant to notice given, a special meeting of the Board of Directors, Alpine Springs County Water District, was held Tuesday, March 20, 2007, at 12:00 noon, District Board Room, 270 Alpine Meadows Road.

1 **1. CALL TO ORDER**

2 President Danz called the meeting to order at 12:00 noon.

3 **ROLL CALL**

4 Directors Present: Barbara Danz, President; Charles Nungester, Vice President;
5 Janet S. Grant; Jon Northrop; Virginia Quinan

6 Directors Absent: None.

7 Staff Present: John Collins, General Manager

8 Guests Present: Sophie Akins, Attorney/Best, Best & Krieger, LLP; Battalion
9 Chief Pat Dillon/NTPFD; Don Fulda, Principal/Ward-Young Architects; Chief
10 Duane Whitelaw/NTPFD

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

15 **2. PUBLIC PARTICIPATION**

16 None.

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

18 **A. Fire Station Addition:**

- 19
- 20 • Chief Whitelaw introduced Battalion Chief Dillon who is responsible
21 for facilities for NTPFD. Chief Whitelaw noted that the master
22 agreement for services between NTPFD and ASCWD requires that
23 NTPFD undertake a remodel of the Alpine Meadows Fire Station
24 before July 2007 to accommodate 24-7 staffing. The budget for the
25 improvements to the fire station is \$92,000. The proposed addition is
26 approximately 220 square feet.
 - 27 • Don Fulda explained that there are two ways to oversee the
28 construction, either ASCWD or NTPFD would be the contracting
29 agent. In an attempt to obtain the best product for ASCWD, Don
30 recommends that ASCWD be the contracting agent because the
31 procurement process is easier. NTPFD is required to publicly bid the
32 addition where ASCWD is not. Since the project is so small, it is
33 difficult to obtain bids to do the work. Also, if the project is bid out,
34 Ward-Young will have to prepare a full set of drawings, administer the
35 bidding process, negotiate the contract and obtain performance
36 bonds. The cost of the public bidding process, in terms of Ward-
37 Young fees, is more than double what it would cost if Don is permitted
38 to negotiate directly with one or more preferred contractors. In
39 addition, the public bidding process will take at least 90 days which
40 will mean that construction would not start until this summer.
 - 41 • If ASCWD acts as the contracting agency, Don suggested that all
42 contractors in the Valley be asked to submit bids and that a notice be
43 placed in the newspaper advertising the project and stating that
44 ASCWD is seeking bids. The Directors listed names of contractors
45 who live in the Valley.
 - 46 • Director Nungester made a MOTION that ASCWD act as the
47 contracting agency for the construction of the addition to the fire
48 station. Director Grant SECONDED the motion. All Directors being in
49 favor, the motion was APPROVED.

B. Reimbursement Contract with NTPFD:

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- The Board discussed the draft contract for reimbursement of ASCWD by NTFPD for costs incurred based on ASCWD acting as the contracting agency for construction of the addition to the fire station. Sophie Akins participated in this agenda item by telephone.
- Chief Whitelaw asked that the construction manager be NTFPD or its designee. President Danz asked that NTFPD be required to put monies to pay the contractor and other suppliers in an escrow account so that ASCWD does not have to bill NTFPD for these payments. Other changes were discussed. Sophie will revise the contract as requested.

4. CLOSED SESSION

B. Gov't Code Section 54957: Conference with Legal Counsel -- Anticipated Litigation:

The Board went into closed session to confer with legal counsel regarding anticipated litigation in connection with the reimbursement agreement. No action was taken.

3. B. Reimbursement Contract with NTFPD (cont'd):

Director Northrop made a MOTION that the Board approve, in concept, the proposed draft contract with NTFPD, with the addition of changes discussed with legal counsel, based on approval of the NTFPD Board that ASCWD will act as the contracting agency for the fire station addition. Director Nungester SECONDED the motion. All Directors being in favor, the motion was APPROVED.

3. C. Schedule for Board Meetings:

The Board discussed and agreed upon the schedule for Board meetings for the remainder of the fiscal year. Regular meetings will be held on Friday, April 13; Friday, May 11; and, Monday, June 11. A special Board meeting is scheduled for Thursday, June 28, if needed, to review and approve the fiscal year 2008 budget and other year-end items. All meetings will start at 8:30 a.m.

4. A. Gov't Code Section 54957: Public Employee Performance Evaluation:

The Board reviewed the General Manager. No action was taken during closed session.

5. DIRECTORS' COMMENTS

None.

6. ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 1:50 p.m.

Respectfully Submitted,

Approved 4/13/07

Barbara Danz
President, Board of Directors