

**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, August 9, 2013, at 8:30 a.m., District Board Room, 270 Alpine Meadows Road.

1 **1. CALL TO ORDER**

2 President Quinan 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: Virginia Quinan, President; Janet S. Grant; Jon Northrop; Don
7 Priest; Evan Salke.

8 Directors Absent: None.

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

12 Guest Present: Chief Mike Schwartz, Tim Alameda, Dave Zaski/NTFPD;
13 Osvaldo, Eddy and Marcos Ancinas/Casa Andina.

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

18 **2. PUBLIC PARTICIPATION**

19 None.

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

21 **A. Financial Reports:**

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

- 24 • Several hundred thousand dollars in payments were received last
25 month from the bills sent out July 1. Late notices will be mailed out
26 August 14.
- 27 • Mike worked on year-end financials. There are still adjustments to be
28 made relating to work in progress. Otherwise, he is set for the
29 auditors' visit in September.
- 30 • Director Salke asked Mike what portion of the receivables figure was
31 outstanding. Mike said he didn't know exactly, but that it was less
32 than 50%.
- 33 • Director Grant commented that the bottom line shows that the District
34 is making progress on gathering resources for capital projects.
35 Director Priest congratulated Manager Collins on controlling
36 expenses.
- 37 i. **July Month-end Financial Statements:** Director Priest made a
38 MOTION that the Board accept the July 31, 2013 month-end financial
39 reports. Director Northrop SECONDED the motion. Directors Grant,
40 Northrop, Priest and Salke being in favor, the motion was
41 APPROVED.
- 42 ii. **July Expenses Paid & Payable:** The Directors reviewed the monthly
43 check register. Director Grant made a MOTION that the Board
44 approve the Expenses Paid & Payable (the debits for payroll and
45 checks 26936 through 27000). Director Northrop SECONDED the
46 motion. Directors Grant, Northrop, Priest and Salke being in favor,
47 the motion was APPROVED.

48 **B. Approval of Minutes:**

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1 Director Northrop made a MOTION that the Board approve the minutes of
2 the July 11, 2013, Regular Board of Directors Meeting. Director Priest
3 SECONDED the motion. Directors Grant, Northrop, Priest and Salke
4 being in favor, the motion was APPROVED.

5 **C. Fire Department Report:**

6 Chief Schwartz, Tim Alameda and Dave Zaski from NTFPD were in
7 attendance and reported the following:

- 8 • Dispatch Calls: There were three calls to dispatch last month. Chief
9 Schwartz said this is NTFPD's highest period of concern for fires.
10 NTFPD worked on lightning strikes July 3 in upper Ward Canyon.
- 11 • Fire Station Staffing: NTFPD staffed the Alpine Meadows fire station
12 for 13 days in July.
- 13 • Grant proposals: NTFPD is applying for SAFER (Staffing for Adequate
14 Fire & Emergency Response) grants from FEMA. They are also
15 applying for fuels reduction and chipping grants, this time including
16 Alpine Meadows in all their requests.
- 17 • Recruitment: NTFPD anticipates hiring 3-5 new hires in October.
- 18 • Alpine Sierra Subdivision: Director Grant said there was a rumor that
19 a second access road would be built through Bear Creek, and that
20 area residents were concerned about construction traffic on such a
21 secondary road. Tim Alameda said NTFPD is still working with Alpine
22 Sierra - most recently meeting with Doug Clyde - and from NTFPD's
23 point of view, there is no agreement for a second access road and
24 that such a road is not needed for approval of the subdivision plans.
25 Chief Schwartz said NTFPD has met with the developer several times
26 and has insisted on Placer County's requirement for 22' width on the
27 main road; tributary roads to a couple of homes can be smaller but
28 must have large turnarounds. Chief Schwartz said he would like it if
29 Bear Creek allowed a second access road, but as long as the main
30 road is wide enough the subdivision can go forward. Tim said
31 NTFPD's requirements concern ingress and egress, road width, water
32 improvements, defensible space improvements, and the provision by
33 Alpine Sierra of a Type 1 engine to be kept at the Alpine Meadows fire
34 station. Director Northrop asked how residents in the subdivision
35 would get out if there were a fire in the heavy brush across from Troy
36 Caldwell's property; Tim replied that they could use the access road
37 or could shelter in place.
- 38 • Campfires and Pile Burning: Dave Zaski has to answer a lot of
39 questions from residents concerned about these kinds of fires.
40 NTFPD tells people the governor is comfortable with transferring the
41 full cost of fire suppression to those whose small fires escape and
42 start bigger fires. Air support alone costs upwards of \$1M.
- 43 • Back to School: NTFPD is currently visiting local schools, doing
44 inspections, making sure the structures are safe and talking with
45 students about fire safety.
- 46 • Chipping: Dave Zaski said NTFPD would be chipping in the valley
47 Aug 22 – 25. North Lake Tahoe Fire Protection District's Slide
48 Mountain hand crew, operating out of Incline Village, will be working
49 with NTFPD's hand crew. Dave said valley residents desiring

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1 chipping services should call the NTFPD office and provide
2 addresses. Director Grant asked if NTFPD could remove brush along
3 the road if they had extra time and resources. Chief Schwartz said it
4 depended on whether funds remained after residential chipping was
5 done and that someone in the valley would have to provide funding for
6 half of the project. Dave said that brush clearance along the road was
7 Ken Gracey's responsibility, that Ken was away right now, but when
8 he comes back, they could talk. Director Grant said she didn't think
9 Ken had the funds for the brush clearance, which is why she was
10 asking NTFPD for assistance. Chief Schwartz said he would look into
11 it. He has funds from the AAA gift to NTFPD that he had planned to
12 use for defensible space inspections in the valley but that could be
13 used instead for the brush clearance. Dave said defensible space is
14 important and he appreciates it when communities take an aggressive
15 stance toward accomplishing it, so he hopes they will be able to find
16 funding. Dave said there is an effort afoot to form a Tahoe area Fire
17 Safe Council and suggested that maybe it could be combined with the
18 Alpine Meadows Fire Safe Council. Director Priest asked if the
19 District could provide funding for the brush clearance. Manager
20 Collins and Director Grant expressed approval of the idea.

- 21 • Burn Camp: Dave reported that NTFPD recently hosted its annual
22 Burn Camp at the Park. He said it is a wonderful venue, the kids love
23 it, and NTFPD is grateful that the District donates the use of the Park.
24 Chief Schwartz agreed and thanked the District.

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

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

- 28 • Alpine Meadows Road Bridge Replacement: There was no activity.
- 29 • Alpine Sierra Subdivision: Manager Collins met with Chris Nelson and
30 Doug Clyde of Alpine Sierra. They provided an update on their
31 project. The District has been asked to provide an update on the will
32 serve letter. Manager Collins will work on it later this month.
- 33 • Alpine Meadows Road Pipeline Project: Webb Land Surveying
34 completed the survey along the alternative alignment. Manager
35 Collins sent the information to Stantec, who expect to have a
36 preliminary design and cost estimate finished by the end of August.
- 37 • AME Well Re-drill:
 - 38 ○ The owners of 1402 Beaver Dam Trail have agreed to grant the
39 requisite easement in exchange for a payment of \$6,000. All
40 signatures have been acquired from the owners.
 - 41 ○ The driller is concerned about whether he can complete the
42 project before snow season and suggests putting it off until spring.
43 Manager Collins would prefer to push forward.
 - 44 ○ In pursuing alternatives for the disposal of well drilling fluids,
45 Manager Collins contacted the ski resort and they have granted
46 permission for the District to dispose of well drilling fluids in their
47 snow-making ponds. The District would have to hire up to 7 water
48 trucks to take the water to the ponds.

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- 1 o Stantec’s Tom Butler completed the well drilling specifications and
2 requested bids, which are due August 5.
- 3 • Long Range Master Plan: Manager Collins continued updating the
4 background data.
- 5 • CalPERS: Manager Collins continued to work with CalPERS and
6 District Counsel. CalPERS has ruled that the District qualifies as an
7 agency that can participate in CalPERS. Now the District can make
8 the actual application.
- 9 • Other activities: Manager Collins discussed the Fire Mitigation Fee
10 schedule with District Counsel, NTFPD and CATT; continued work on
11 the USFS Special Use Permit; and attended the TTSA managers’
12 meeting.
- 13 • ASCWD Capital Facilities & Fire Mitigation Fee Expenditure Plan:
14 Chief Schwartz reported that the Plan is scheduled for consideration
15 of approval at the Placer County Board of Supervisors September
16 meeting, with the new fees effective 60 days after approval.
- 17 **E. Operations & Maintenance Department Report:**
18 Buz presented a written report for the month of July that included status
19 updates on water, sewer, garbage and other services provided by the
20 District.
 - 21 • Maintenance: Staff completed tank inspections and cleaning using DN
22 Tank Solutions (a company that builds and maintains concrete tanks)
23 and Liquivision; worked with ski area personnel and contractors
24 throughout the valley with sewer and water line crossings and water
25 line hot taps (for fire services – so they don’t have to take a water
26 main out of service); performed daily Park maintenance.
 - 27 • Staff continued to install new remote read meters and is almost done
28 with Bear Creek. Buz said he foresees no problem with
29 accomplishing this year’s quota of meters.
 - 30 • All routine and special spring water samples were absent coliform
31 bacteria.
- 32 **H. Presentation by Osvaldo and Eddy Ancinas Regarding a Lot Line**
33 **Adjustment:**
34 Osvaldo, Eddy and Marcos Ancinas made a presentation of two possible
35 adjustments they would like made between their property – Casa Andina -
36 and that of the District.
 - 37 • Marcos, representing his parents Osvaldo and Eddy, said they are
38 trying to sell Casa Andina but that it is hard to market because they do
39 not have much developable property. They would like to purchase
40 some adjacent District land to make their property more saleable.
 - 41 • The Ancinas had two proposals: they would prefer to purchase a
42 larger lot (~25,000 square feet, referred to as option 1 on their map),
43 but would also consider a smaller lot (~6,000 square feet, referred to
44 as option 2), to improve their snow storage capacity. They currently
45 have to truck snow elsewhere. Placer County is planning to use the
46 smaller lot for temporary parking during the bridge replacement
47 project.

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- 1 • Director Priest asked if the Ancinas' interest in option 1 was for
2 additional building area. Marcos said yes, but as it was zoned as
3 open space, a rezoning would have to occur.
- 4 • President Quinan thanked the Ancinases for their presentation and
5 they left. The Board discussed the options at some length.
- 6 • Director Grant pointed out that the Board has often had discussions in
7 the past about selling District property. Property sales by public
8 agencies like ASCWD entail specific procedures: surveying the
9 property, offering the property for sale to the public via notices in
10 newspapers, any and all interested parties submitting sealed bids to
11 be opened on a certain day at a certain time. President Quinan asked
12 who would pay for the surveying; Manager Collins said the District
13 would but would recoup the expense in the sale price.
- 14 • Director Salke expressed concern that the purchase of Casa Andina
15 (augmented by option 1) by a big developer could result in a lot of
16 construction right next to the Park. President Quinan shared his
17 concern.
- 18 • Director Northrop said the Ancinases were pillars of the community
19 and suggested that, since the District had no use for the property
20 under consideration, it would be nice to let them have the smaller lot
21 so they don't have to truck away snow. Director Priest agreed with
22 Director Northrop, adding that the issue wasn't about construction, but
23 about the ultimate use of the property. Director Priest said he did not
24 think the smaller lot would necessarily be very useful for snow storage
25 but that it might be more useful to Casa Andina after the County is
26 done with its bridge replacement project, since the smaller lot will
27 have been graded to provide parking. Director Grant said the District
28 is not in the business of solving other people's problems.
- 29 • Director Priest asked Manager Collins what conceivable use the
30 District might have for the property under consideration. With respect
31 to option 1, Manager Collins said the property was open space and
32 one of the District's mandates was to maintain open space. President
33 Quinan asked if there were any possibility of needing a well drilled
34 there; Manager Collins said he didn't know. With respect to option 2,
35 Manager Collins said the District already agreed to allow the County
36 to turn the smaller lot into a temporary parking lot, so he doesn't see a
37 problem with allowing the Ancinases to purchase it. Director Priest
38 said he didn't feel that maintenance of the open space in question had
39 much effect, since people approaching the valley see the commercial
40 area first. He added that the District could put restrictions on the sale
41 to keep the property from being developed commercially. President
42 Quinan said she felt that since the property was zoned as open
43 space, not many people would want to buy it. Director Salke said the
44 District should not be helping someone sell his property. Director
45 Grant said she felt the community was of a mind to keep things in
46 their natural way.
- 47 • Director Salke asked how people in the condos would feel about
48 large-scale construction across the street; Directors Priest and
49 Northrop said they didn't think the condo residents would care.

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- 1 • Director Priest suggested it might benefit the District to sell property to
- 2 the Ancinases to entice better investors into purchasing Casa Andina.
- 3 • President Quinan said she was amenable to option 2, not option 1.
- 4 Director Priest said he was okay with option 1 as well as option 2.
- 5 Directors Salke, Northrop and Grant all said they were open to
- 6 consideration of option 2. Director Grant said she did not feel she
- 7 could support option 1, expressing concern that the District had been
- 8 charged with maintaining greenbelt property for the benefit of the
- 9 community and that the Board should not be considering selling
- 10 greenbelt property for the betterment of private enterprise. Director
- 11 Priest said the sale would not benefit the developer alone, but
- 12 potentially the community as well, and reminded the Board that they
- 13 could place constraints on the sale.
- 14 • Manager Collins said he would check the deeds and conditions of the
- 15 property's purchase from the USFS, check with District counsel on the
- 16 procedure to follow for the sale, and send the Ancinas a courtesy
- 17 letter. Then the Board could discuss the topic again next month.
- 18 • Director Salke asked Buz if there were any other considerations. Buz
- 19 said the District would need an easement for a water line.

20 **F. AME Well Rehabilitation:**

21 Director Northrop made a MOTION that the Board approve Mark Fredrick

22 Pump & Supply Company's bid to drill the replacement AME Well, in an

23 amount not to exceed \$190,000. Director Priest **SECONDED** the motion.

24 During discussion, Director Grant asked about the reference to working

25 on old wells; Manager Collins said the District will have to abandon two

26 other wells but cannot do so until the new well is in. In response to a

27 query about the disposal of fluids, Manager Collins said if mud rotary is

28 used for the drilling, the drilling fluids will go into the District Office pond; if

29 air drilling is used, the drilling fluids will be trucked to the snow-making

30 ponds; the test pump water will go into the sewer. Directors Grant,

31 Northrop, Priest and Salke being in favor, the motion was **APPROVED**.

32 **G. Grant of Easement:**

33 The Directors reviewed the easement granted by the McKleroy and King

34 families for the AME Well. Director Northrop made a MOTION that the

35 Board accept the McKleroy and King families' easement and approve the

36 payment to the families of \$6,000 in exchange for acquisition of the

37 easement. Director Grant **SECONDED** the motion. During discussion,

38 Manager Collins said the other owner affected by easement restrictions

39 has not said anything about being compensated for his easement; if he

40 approaches Manager Collins for compensation, the Board can discuss it

41 then. Directors Grant, Northrop and Salke being in favor, the motion was

42 **APPROVED**.

43 **I. TTSA Report:**

44 There has been no TTSA Board meeting since the last ASCWD Board

45 meeting. The next TTSA Board meeting is scheduled for August 14.

46 **J. Committee Reports:**

- 47 i. **Budget & Finance Committee:** President Quinan presented a written
- 48 report of yesterday's Committee meeting.
- 49 a. **Non-standard Transactions:** None.

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- 1 b. **Investments/cash:** Manager Collins reported that, because of the
2 initial bill payments, there is \$750,000 cash in the checking
3 account. Per the Committee’s recommendation, Director Northrop
4 made a MOTION that the Board authorize Manager Collins to
5 transfer \$200,000 to the Placer County Treasurer’s account at
6 1.19%, \$100,000 to the LAIF account at 0.24% and purchase a
7 \$100,000 Wells Fargo CD at the current rate. Director Salke
8 SECONDED the motion. Directors Grant, Northrop, Priest and
9 Salke being in favor, the motion was APPROVED. \$356K will
10 remain in the checking account to cover expenses.
- 11 c. **Requests from Customers for Adjustments to their Bills:**
12 There was one letter from a customer, requesting relief from the
13 upper tier portion of a high water bill. President Quinan said
14 District policy is to deny relief when the leak or break is on the
15 owner’s side of the meter. Manager Collins recommended that
16 the owner pay for it. Director Northrop asked if such leaks will be
17 spotted sooner when the remote read meters are in place;
18 Manager Collins said it is not the District’s responsibility to drive
19 around and find such leaks; if the District takes on that
20 responsibility, it could end up being responsible for homeowner
21 damages, too. Buz said the technology has a leak detection
22 aspect; if the meter doesn’t shut off in a 24-hour period, the meter
23 will report a leak. One can also enter a high usage number in the
24 meter and usage exceeding that amount will be reported as a
25 leak. However, both leak detection methods would require that
26 someone drive around reading meters all the time. Staff expects
27 to be able to drive around and read meters about once a month,
28 but is not yet committing to that schedule; if they detect potential
29 leaks, they will notify the owners. The District will continue to bill
30 only annually. During the winter, the remote read meter system
31 will allow Staff to detect leaks. Manager Collins said he sees the
32 system as a water management issue. Director Salke suggested
33 that at some point in the future, the District could consider allowing
34 individual customers to pay extra to have their meter checked
35 more frequently, as a form of leak detection insurance. Director
36 Priest made a MOTION that the Board deny the customer’s
37 request for relief from his high water bill. Director Northrop
38 SECONDED the motion. Directors Grant, Northrop, Priest and
39 Salke being in favor, the motion was APPROVED.
- 40 d. **Requests for Unbudgeted Expenses:** None.
- 41 e. **Next meeting:** Scheduled for Thursday, September 12 at 9:30
42 a.m.
- 43 ii. **Administration & Personnel Committee:** No meeting.
- 44 iii. **Park, Recreation & Greenbelt Committee:** No meeting.
- 45 iv. **Long Range Planning Committee:** Neither Director Priest nor
46 Manager Collins can attend the valley-wide meeting. They will work
47 together to develop a written report that can be distributed to
48 everyone in the valley.
- 49 **K. Open Items:**

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- 1 • The next Board meeting will be held at its normal date and time:
2 Friday, September 13 at 8:30 a.m.

3 **L. Correspondence to the Board:** None.

4 **4. DIRECTORS' COMMENTS**

- 5 • The Directors discussed chipping and brush clearance. Director Salke
6 suggested that homeowners be advised to consider combining piles when
7 requesting chipping service, to save money and the hand crew's time.
8 Director Priest suggested that the Board consider assisting financially with
9 brush clearance on the main road. Director Grant said Ken Gracey, on behalf
10 of the Alpine Meadows Fire Safe Council, has been working with the USFS to
11 do the brush clearance, but this year they cannot get to it until after fire
12 season. She added that the Fire Safe Council has always been separate
13 from the District, is a volunteer effort and has never had the money to fund
14 chipping. Director Northrop pointed out that there are private chipping
15 services available. Manager Collins said he would try to find out from NTFPD
16 the cost of the brush clearance. President Quinan will place the topic on the
17 agenda for next month.

18 **5. ADJOURNMENT**

19 There being no further business before the Board, the meeting was adjourned at
20 10:15 a.m.

21
22 Respectfully Submitted,

approved as submitted 9/13/13

23
24
25
26 Jancis Martin
27 Recording Secretary