

**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, October 13, 2006, at 8:30 a.m., District Board Room, 270 Alpine Meadows Road.

1 **1. CALL TO ORDER**

2 Vice 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, Vice President; Janet S. Grant; Jon Northrop;
7 Charles Nungester

8 Directors Absent: President Barbara Danz.

9 Staff Present: John Collins, General Manager; Mike Dobrowski, CPA/District
10 Accountant (by telephone); Buz Bancroft, Maintenance Supervisor; Jancis
11 Martin, Recording Secretary

12 Guests Present: Chief Duane Whitelaw/NTPFD

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

17 **2. PUBLIC PARTICIPATION**

18 None.

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

20 **A. Financial Report:**

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

- 23 • The District's cash position has increased \$122,000 from the prior
24 year, mainly due to rate increases. Net income is \$24,000 under
25 budget, due to additional summer expenses associated with seasonal
26 employees, the Park, and reading meters. Going into the winter,
27 operational costs will decrease.
- 28 • Park revenue appears artificially low for the summer. Much of the
29 Park revenue came in early, in June, so it appears on last year's
30 income statement rather than this year's.
- 31 • Director Grant asked about the status of the audit. Mike responded
32 that the auditors have completed their field work and are now
33 preparing the report. The District should receive a draft audit report
34 early next month.
- 35 • Director Grant asked if all customers had been billed. Mike said all
36 except two; the stables get billed after the end of their season and the
37 other customer has a sani-hut on top of the meter so it could not be
38 read.
- 39 • All delinquent and late fee letters have gone out.

40 i. **Financial Statements – October 5, 2006:** Director Grant made a
41 MOTION that the Board accept the financial statements, dated
42 October 5, 2006, as presented. Director Nungester SECONDED the
43 motion. All Directors being in favor, the motion was APPROVED.

44 ii. **Expenses Paid & Payable – October 5, 2006:** The Directors
45 reviewed the monthly check register. Director Grant made a MOTION
46 that the Board approve the Expenses Paid & Payable (checks 22620
47 through 22684). Director Nungester SECONDED the motion. In
48 discussion, Director Grant asked about the check to Citygate;
49 Manager Collins said it represented the Phase 2 work (the so-called

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1 “shuttle negotiations”) but that he has received another invoice
2 representing last month’s work. The District still hasn’t heard if
3 NTFPD will pay half of the Phase 2 work. Director Quinan asked
4 about the check to Sierra Control Systems; Manager Collins said it
5 was for work on the SCADA system. All Directors being in favor, the
6 motion was APPROVED.

7 **B. Approval of Minutes of Regular Board Meeting Held on September**
8 **11, 2006:**

9 Director Northrop made a MOTION that the Board approve the minutes of
10 the September 11, 2006, Regular Board of Directors Meeting. Director
11 Nungester SECONDED the motion. In discussion, the following
12 correction was suggested:

- 13 • Page 1, line 4: insert “on September 11, 2001” before “five years ago”.
14 Director Northrop amended his MOTION to include the correction.
15 Director Nungester SECONDED the amended motion. All Directors being
16 in favor, the amended motion was APPROVED.

17 **D. Contract with Tahoe Truckee Sierra Disposal Company:**

18 The Board was to review the 2006-2007 contract with the company that
19 provides refuse disposal for the District’s homeowners. Manager Collins
20 contacted TTSD Manager Jeff Collins again but still has not received a
21 formal contract from him.

22 **C. Fire Department Report:**

23 Chief Whitelaw was in attendance and discussed the following items:

- 24 • September Dispatch Report: Chief Whitelaw explained the four alarms
25 that were reported in Alpine Meadows last month.
- 26 • John Pickett (from the Fire Safe Council) and Chief Whitelaw talked
27 with John Moise about establishing a Fire Safe Chapter in Alpine
28 Meadows. A meeting on the subject is scheduled for October 22nd at
29 9:30 a.m.
- 30 • NTFPD will kick off next year’s fire safe efforts at an open house over
31 the July 4th weekend. It will include a defensible space display and a
32 “Living with Fire” exhibit, along with a station open house. The open
33 house will be a joint effort presented by NTFPD and the Fire Safe
34 Chapter.
- 35 • At its next meeting, the NTFPD Board will select a contractor to
36 prepare a capital facilities plan for ASCWD. This will allow ASCWD to
37 charge a mitigation fee if it so chooses. ASCWD has never had such
38 a fee before. The plan will propose a fee on new construction; the fee
39 will be around 21 cents per square foot if the structure has sprinklers
40 and around 40 cents if it does not have sprinklers. The revenues will
41 go into an ASCWD fund and Chief Whitelaw will report to the District
42 on the status of the fund. Such fees are in place at Squaw Valley,
43 Meeks Bay, Truckee, Northstar and North Tahoe. Appropriate uses
44 for the fund would be to buy new equipment for the Fire Station (e.g.,
45 a new engine) but not for medical services or salaries or to replace
46 existing infrastructure. Approval of the plan will require public
47 hearings, notifications to local contractors, approval at the County
48 level, etc. NTFPD will pay the \$10,000 cost to prepare the plan.

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- NTFPD plans to add a second bedroom to the Alpine Meadows Fire Station at the back of the Station. Chief Whitelaw is talking with Don Fulda, an architect who was involved with the original construction of the Station, to see if he has the time to work on the project. Chief Whitelaw will keep Buz Bancroft and Manager Collins involved in development of the plan. The Station will not be staffed until after construction is complete and after the capital facilities plan is in place (around July 2007). Dave Telford, the current Station resident, has been notified that he will have to move out. NTFPD's intention is to staff the Station for only part of the year; the Station will probably remain empty during the season when it is not staffed
- Director Quinan initiated discussion about the Santa Claus program. The problem is finding a Santa. Director Grant suggested that Terrence Wilson is an excellent Santa. Chief Whitelaw suggested Dave Smelser. NTFPD will provide the driver and plans to use the District fire engine.
- Agreement for fire protection services: The long-term contract for the provision of fire services by NTFPD to ASCWD was approved by the NTFPD Board at its September meeting with no changes made to the version approved by the ASCWD Board. One of the five members was adamantly opposed to anything except annexation. Chief Whitelaw had to expend considerable political capital to overcome the member's influence on the other Board members. Over the course of the negotiations, four of the members came to see the value of the long-term contract proposed by Citygate. However, the process of negotiating on behalf of the long-term contract was detrimental to Chief Whitelaw's ability to get the NTFPD Board to fund half of Citygate's Phase 2 work. Chief Whitelaw met with the Board president to ask him to place the item on this week's Board meeting agenda; the president would not place the item on the agenda (two favorable members will be out of town for the meeting so there will not be enough votes for its approval). Chief Whitelaw thinks that NTFPD probably will not fund half of Citygate's Phase 2 work. Director Nungester requested that Chief Whitelaw keep the issue open and re-address the issue at a future, more advantageous time; he suggested that declining to pay for part of the work toward a successful fire services contract with ASCWD was a bad way to start out a long-term agreement. Director Grant expressed the Board's appreciation for Chief Whitelaw's efforts in accomplishing the long-term contract and in attempting to obtain partial funding for Phase 2.
- ASCWD Fire Code: The Code has been forwarded to the County Board of Supervisors for approval.

E. River Ranch Water Line:

The Board discussed what action to take regarding the River Ranch water line:

- Manager Collins and Fred Fahlen met with Placer County staff; as a result of the meeting, Manager Collins asked Ecologic to write a proposal for the work discussed with the County. The two main elements in the scope of work are: (1) determining whether or not the

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1 bridge and pipeline are in the floodplain; and (2) if they are in the
2 floodplain, performing an analysis of how to correct the problem. If
3 the bridge and pipeline are determined to lie above the floodplain, the
4 District can satisfy the County by telling them that the improvements
5 that have already been made are sound and can withstand the forces
6 they may be subject to. Placer County plans to replace the bridge in
7 10 years.

- 8 • The cost of the proposed contract with Ecologic is not to exceed
9 \$14,000. Manager Collins approves of the scope of work and would
10 like to see the District move forward with the contract.
- 11 • Ecologic will provide approval of the installation work that had
12 previously been done along with new plans for placement of the
13 pipeline.
- 14 • Director Nungester expressed concern that the County representative,
15 Matt Bartholomew, might not be appeased by Ecologic's work if the
16 pipe's position remains the same and that therefore the \$14,000 might
17 be spent for naught. Manager Collins said he does not think the
18 County's position is represented correctly in Fred Fahlen's letter. In
19 response to a question from Director Nungester, Manager Collins said
20 he felt Matt Bartholomew wanted to work with the District, not impede
21 its efforts.
- 22 • Director Northrop suggested Earl Hagedorn, the foremost flood plan
23 expert in the area, as a consultant. Manager Collins appreciated the
24 suggestion but said that all that was needed at this point was a fairly
25 simple survey to determine whether the pipeline is in the floodplain.
- 26 • Anecdotally, the Truckee River has flowed over the bridge at some
27 point in the past. However, the flood in the summer of 1998, a 100-
28 year flood, did not cause the river to flow over the bridge.
- 29 • Manager Collins asked for but has not yet received an extension in
30 time from Placer County.

31 Director Northrop made a MOTION that the Board approve the Ecologic
32 contract, not to exceed \$14,000. Director Nungester SECONDED the
33 motion. All Directors being in favor, the motion was APPROVED.

34 **F. Status of Easements:**

35 The Board reviewed the status of recording its easements on lots in the
36 Valley. Buz reported that the direction from legal counsel was, initially, to
37 identify unrecorded easements on empty lots. There are four, including
38 Robert Ferwerda's. There are also some other unrecorded easements
39 (e.g., below Sierra Alpine, behind Bear Creek). Once the full set of
40 unrecorded easements on empty lots has been identified, District staff, in
41 consultation with legal counsel, will decide whether or not to record them.
42 The next effort will be to identify unrecorded easements for lots with
43 structures. Also, as new construction projects are initiated in the Valley,
44 the District will ask the contractors to provide the current position of the
45 easements. Regarding the Ferwerda lawsuit, the November trial date has
46 been delayed; the judge has decided to combine the three lawsuits. A
47 new court date has been set for June and attorneys continue to negotiate;
48 the judge has decided that nothing will happen prior to the 2006 seasonal
49 cut-off for construction.

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G. General Manager's Report:

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

- Long Range Plan: Manager Collins thanked the Directors for their comments; he has forwarded the comments to Lumos and is working with Lumos to clear them up.
- Fire Services: The contract has been signed and Manager Collins has an executed copy of it on file.
- Audit: Manager Collins worked with the District auditors while they were doing their field work.
- Contract with Dwight Smith to solve the District's coliform contamination problem: Buz Bancroft and Manager Collins met with Dwight Smith earlier this week. Manager Collins reported that, per the Board's direction, Dwight's first objective is to attempt to rehabilitate the existing spring sites. For Spring 2, the problem is that not enough is understood about the source of the water. Typically, the pipe for such a spring should be going through 150 feet of soil; however, the pipes for Spring 2 are only traveling through approximately 50 feet of soil. Since the bore was drilled horizontally, drilling further may drill beyond the current water source; the bore is currently tapping the very top of the water source. Dwight is offering two options for Spring 2 along with two options for Spring 4, all of which he will cost for the District, including a dollar per gallon cost.
 - Option 1 is to drill a bore hole and see what is there. If there are positive results, the District can drill further into the hill along the laterals at Spring 2 and the problem should be solved.
 - Option 2, which is Dwight's preferred solution, is to drill new, longer laterals at a downward angle; they would achieve the desired travel through 150 feet of soil and still be assured of tapping into the Spring 2 water source.
 - Option 3 is to redrill Spring 4, which Dwight is confident would achieve the desired 150 feet of travel through soil and successfully tap into the existing water source.
 - Option 4 is to drill an additional lateral at Spring 4, with a different angle; from his studies of the faulting at Spring 4, Dwight believes this would tap into another source of water there.

In addition to Options 1-4, another option is to turn off the problematic springs, and instead turn on Well R-1 and attach it to the water system; Well R-1 currently meets all state and federal standards for drinking water. This would involve pumping. Director Nungester asked if implementation of an option would preclude work on the other options; Manager Collins said yes. Manager Collins said he doubted that Dwight would predict that any of the options would increase the water flowing from the springs; hydrologists are reluctant to guarantee results in advance.

- Director Grant urged Manager Collins to encourage the auditors to complete the audit before the end of the year. Manager Collins said he has told the auditors to have the report ready in time for the November meeting.

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1 **H. Operations & Maintenance Department Report:**

2 Buz Bancroft provided a written report for the month of September that
3 included status updates on water, sewer, garbage and other services
4 provided by the District. In addition to the information on the written
5 report, the following items were discussed:

- 6 • All identified sewer lines (about a quarter of all District lines), except
7 Juniper Mountain, were cleaned. Juniper Mountain's sewer lines will
8 be cleaned later in October.
- 9 • The staff repaired a water leak near Upper Bench, where a District
10 line goes into a meter box. They helped tap a new line for the Fire
11 District into the main line. The staff have been dealing with several
12 SCADA communications problems, including replacement of two
13 failed radios and improvement of the hard line between the tank 2
14 radio and the base station at the District office. The two high-gain
15 antennae at tank 2 were added to improve communication (the
16 communication was operating at 50 percent, now it is around 90
17 percent). Apparently, something had changed since the original
18 installation of SCADA such that the line-of-sight between tank 2 and
19 the base station had degraded. Hopefully, all the SCADA problems
20 have now been resolved.
- 21 • The staff discovered in June that there was money available from
22 FEMA to mitigate potential flood problems. The District has installed
23 a cobble ditch and a culvert under the parking lot and will run some
24 conduit and water pipe between the office and the Fire Station and to
25 the "island" in front of the office.
- 26 • Staff is planning to close the Park on Monday. They need to winterize
27 the bathrooms and irrigation systems.

28 **I. TTSA Report:**

29 Director Northrop reported on items of interest to ASCWD from the
30 September 13, 2006, and October 11, 2006, TTSA Board meetings:

- 31 • The plant expansion is progressing on schedule. The scheduled
32 testing went well.
- 33 • The plant is operating normally.
- 34 • There will be a dedication of the plant on December 13th.
- 35 • TTSA rates will be going up from \$108 twice a year to as much as
36 \$135 twice a year. A public hearing on the rate increases will be
37 scheduled.

38 The next TTSA Board meeting is scheduled for November 8, 2006, at
39 9:00 a.m.

40 **The Board took a break between 10:20 and 10:30.**

41 **J. Committee Reports:**

- 42 i. **Budget & Finance Committee:** Director Nungester presented a
43 written report of the Committee's October 11, 2006, meeting with
44 detailed discussions of the following items:
 - 45 a. **Requests from customers for adjustments to their bills:** The
46 Committee reviewed and thoroughly discussed three requests.
47 The Committee recommends that all three be denied.
 - 48 b. **Requests for unbudgeted expenses:** The Committee reviewed
49 three requests for unbudgeted expenses:

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Respectfully Submitted,

Jancis Martin
Recording Secretary