

1 **ALPINE SPRINGS COUNTY WATER DISTRICT**
2 **MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING**
3 **May 14, 2024**
4

5 **A. CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL**

6 President Grant called the meeting to order at 9:00 AM.
7

8 Directors Present: President Janet S. Grant, Jan Ganong, Evan Salke, Christine York and David
9 Smelser

10 Directors Absent: None

11 Staff Present: General Manager Joseph Mueller, Miguel Ramirez, and Office Manager Laurie Axell
12

13 Guests included CPA Mike Dobrowski, Alan Whisler, Fire Marshall Brent Armstrong, and Jamie
14 Shephard from NTFPD and Kurt Gooding, Deborah and David Lane, Andrew Pitcairn, Tom Lane, and
15 Jason Mack. There may have been others who did not identify themselves.
16

17 **B. PUBLIC COMMENT**

18 Deborah Lane voiced concern that she was not aware of the situation with the fire station and could not
19 find information. Mueller explained the Board meeting agendas are posted online 72 hours in advance
20 and the staff reports with the agendas provide background. Regarding situation with North Tahoe Fire,
21 a new agreement is being pursued to be in place by October 2026, when the current one expires.
22

23 David Lane said having the fire department and ambulance service is important.
24

25 Kurt Gooding is a local fire fighter, although not with NTFPD. Defensible space inspections and
26 chipping are good options, but basic fire and emergency services are critical. He would like to see the
27 Alpine station staffed 365 days a year.
28

29 There were several questions regarding the contract negotiations with North Tahoe Fire Protection
30 District. Mueller explained the current contract does not reflect actual operations and needs to be
31 clarified. On today's agenda is the formal report from the Community Advisory Committee, which will
32 be available on the ASCWD website. Mueller's door is always open for one-on-one conversations.
33

34 **C. APPROVAL OF MINUTES**

35 **C1) APRIL REGULAR BOARD MEETING**

36 **It was moved by Ganong and seconded by York to approve the minutes of the April 9, 2024**
37 **Regular Board meeting as corrected. Motion carried unanimously.**
38

39 **D. DEPARTMENT REPORTS**

40 **D1) FINANCIAL REPORT**

41 District CPA Mike Dobrowski presented the financial reports through April 2024. There was a good
42 meeting with Finance Committee yesterday regarding the proposed budget. He noted funds are being
43 set aside for high priority capital projects. The meters will be read in June and invoices to customers
44 will then be prepared.
45

46 **It was moved by Salke and seconded by Ganong to approve the financial reports through April**
47 **2024 as presented. Motion carried unanimously.**
48

49 **It was moved by York and seconded by Ganong approve payment of checks #33723 - 33749,**
50 **payroll, and electronic fund transfers. Motion carried unanimously.**
51

1 **D2) FIRE DEPARTMENT REPORT**

2 NTFPD Division Chief Operations Whisler reported eight calls were responded to during the month of
3 April, all from the ski area.

4
5 Whisler said the Alpine Meadows station will be staffed 150 days this year, per the contract. Whisler’s
6 understanding is the ASCWD Board asked for it to be staffed per the contract, which is 150 days a
7 year. Mueller noted the contract states a “minimum of 150 days.” The ASCWD Board never suggested
8 any changes to existing conditions while negotiations are taking place. A brief conversation followed
9 regarding staffing. Whisler said it will be staffed appropriately this summer for July and August, Red
10 Flag Days, and during fire season.

11
12 Fire Marshall Brent Armstrong said staffing this station less was not a knee-jerk reaction and the
13 signage put up was to inform the community. It is understood that the community may want more days
14 staffed, but NTFPD is operating under the termination notice and that the contract terminates in
15 October 2026. If this contract is lost, a major component of the NTFPD budget will also be lost, and
16 the Fire District needs to make operational decisions.

17
18 Discussion followed as the ASCWD Board and public asked for clarification on staffing and what
19 NTFPD will provide. Mueller explained there were issues in the existing contract that should have
20 been addressed when it was renewed, but were not. Both parties agreed the current contract no longer
21 reflects the needs of the growing community or costs to provide that service. However, when it became
22 clear that merely revising the existing contract was not acceptable, ASCWD made the decision to
23 terminate it at the end of the three-year notification requirement and in the meantime, negotiate a new
24 document. The existing agreement is in full force until October 2026 and NTFPD remains responsible
25 for fire and emergency services.

26
27 **D3) GENERAL MANAGER’S REPORT**

28 Mueller presented his April 2024 written report.

29
30 Mueller toured the TTSA plant in order to make a recommendation on the proposed Master Plan
31 updates. There are some areas that could be updated and the TTSA staff and Board are making the
32 right decision in looking at future needs.

33
34 Axell continues to investigate options for a new card reader at the park. Cards for this year have not
35 been distributed as she hopes to have some answers soon.

36
37 In response to a question, Mueller said the tennis courts could be resurfaced to buy some time. That
38 said, at some point the sub-surface needs to be replaced. Mueller suggested having the insurance
39 adjustor inspect the courts to make a recommendation on keeping them open this year. The Park
40 Committee will continue to work on this issue.

41
42 **D4) OPERATION & MAINTENANCE DEPARTMENT REPORT**

43 Miguel Ramirez presented the Water/Wastewater Report for April 2024, which included and
44 maintenance and operations issues addressed during the month. He showed photos of conditions at the
45 ski area and manhole at the park discovered as the snow melted.

46
47 **D5) TTSA REPORT**

48 Smelser presented the report of the April 17,, 2024 TTSA Board meeting.

49
50 **E. COMMITTEE REPORTS**

51 **E1) BUDGET & FINANCE COMMITTEE (PRESIDENT GRANT)**

1 Grant reported on the May 13, 2024 Budget & Finance Committee meeting. The Committee does not
2 recommend any changes to Policies 2.0.0 through 2.26.0.

3
4 The Treasurer's Report was reviewed. Per a request last month, the percentages as relates to total
5 investments were included.

6
7 **E2) PARK, RECREATION & GREENBELT COMMITTEE (DIRECTOR YORK)**

8 York reported the next meeting is on May 21. The Committee will discuss options for the tennis
9 courts.

10
11 Smelser asked about clean up days. Mueller said the community clean-up is scheduled for July 3-8.
12 There will be 14 dumpsters at 7 locations. No dumpsters have been ordered for Memorial Day
13 weekend. The Fire Safe Council clean up is a different program and dumpsters will be provided as
14 requested and approved by the Board.

15
16 **E3) LONG RANGE PLANNING COMMITTEE (DIRECTOR SMELSER)**

17 This Committee did not meet.

18
19 **E4) ADMINISTRATION & PERSONNEL COMMITTEE (DIRECTOR GANONG)**

20 This Committee did not meet.

21
22 **F. BUSINESS ITEMS FOR BOARD DISCUSSION & ACTION**

23 **F1) FIRE PROTECTION, EMERGENCY MEDICAL, AND RELATED SERVICES**
24 **RECOMMENDATIONS FROM THE COMMUNITY ADVISORY BOARD**

25 Grant and Mueller thanked the Community Advisory Board for their exhaustive review of
26 documentation and solicitation of input to create such a thorough report. It is clear the community
27 values the fire, emergency services, and community programs provided by NTFPD. It was noted the
28 current contract remains in effect until October 2026.

29
30 Advisory Board members Liz Zang and Rick Holack presented the report. Bottom line, community
31 expectations are not aligned with the current contract, given so many changes over the years, both in
32 population and services such as defensible space inspections, chipping, full time staffing, and
33 ambulance. In addition the report noted the value of the station itself. If it is only to be staffed 150 days
34 a year, perhaps the building could be used for other things the rest of the time. The Committee
35 recommends ASCWD continue talks and offered recommendations for points of negotiation. Should
36 the ASCWD Board submit points for negotiations to NTFPD, NTFPD should provide a written
37 response by August 1, 2024 in order to further discussion. If there is no written response by then, the
38 Committee recommends ASCWD consider alternatives.

39
40 The Community Advisory Report and recommendation will be posted on the ASCWD website.

41
42 A lengthy discussion followed as the Board, public, and NTFPD representatives considered the report
43 and services provided by NTFPD. Mueller reminded the group that today's item is not to consider
44 details of the contract, but to receive or not receive the Committee's report and give staff direction on
45 next steps.

46
47 During the discussion, it was reiterated that the community and ASCWD values NTFPD. It was made
48 clear that NTFPD's decision to reduce staffing was solely based on resources and not as a punitive
49 measure.

1 **It was moved by Salke and seconded by York to receive the recommendations from the**
2 **Community Advisory Board and use the report as a tool going forward with contract**
3 **negotiations for fire protection and emergency medical services. Motion carried unanimously.**
4

5 There was Board consensus to direct staff to request a formal response from NTFPD on the
6 Committee's full recommendations, highlighting key terms outlined in their recommendations letter to
7 determine if there is mutual agreement and a basis for negotiating a new agreement with NTFPD.
8 NTFPD shall have until August 1, 2024 to provide written responses to assess if there is mutual
9 interest and agreement for negotiations. Should that deadline pass without written communication,
10 ASCWD will move forward with negotiating services from other providers.
11

12 **F2) DRAFT FISCAL YEAR 2024/2025 OPERATIONS AND CAPITAL BUDGET**

13 Grant reported the Budget and Finance Committee has reviewed the proposed budgets in detail.
14 Mueller reviewed specific line items and the assumptions made as the budgets were being compiled.
15 Most of the increases shown are what is anticipated from providers. Operating expenses total \$2.7
16 million and Capital Improvement Project expenses are approximately \$600,000. Revenues are based
17 on FY 2024/2025 rates.
18

19 Discussion followed. The Board considered the scope of work and timing of Capital projects, noting
20 the reprioritization and some that can be pushed out.
21

22 This item will come to the Board for action next month.
23

24 **F3) GOALS AND OBJECTIVES 2023/2024**

25 The Board of Directors self-evaluations item was postponed to the June meeting.
26

27 **F4) SPRING SUMMER 2024 ASCWD NEWSLETTER**

28 The draft newsletter was included in today's packet. There were suggestions to reduce the number of
29 pages and save money by printing it in black and white, which Mueller and Axell will investigate. It
30 was agreed to mail the full newsletter to all customers and make it available online.
31

32 **G. FUTURE AND OPEN AGENDA ITEMS**

- 33 • District Budget 2024/2025/ CIP Project Reprioritization
- 34 • Fire Protection and Emergency Medical Agreement
35

36 **H. CORRESPONDENCE TO THE BOARD**

37 An email regarding a bill was included in today's meeting packet. The Budget and Finance Committee
38 reviewed the request to waive late fees and have the dollars credited to next year's bill. The Budget
39 and Finance Committee recommends denying the request based on ASCWD policy and the Board
40 agreed.
41

42 **I. CLOSED SESSION**

43 Closed Session was convened at 12:18 PM.

44 **11) GOVERNMENT CODE SECTION 24954.2(a) PUBLIC EMPLOYEE** 45 **PERFORMANCE EVALUATION**

46 Open Session was reconvened at 12:55 and the following action reported:

47 **It was moved by Smelser and seconded by York to award the General Manager a 1% merit**
48 **increase in addition to the annual employee COLA calculation. The Board is pleased with the**
49 **performance of the General Manager and feels his actions are moving the District forward.**
50 **Motion carried unanimously.**
51

1 **J. DIRECTORS' COMMENTS**

2 There were no additional comments.

3
4 **K. ADJOURNMENT**

5 There being no further business to come before the Board, the meeting was adjourned at 1:02 PM.

6 The next regularly scheduled Board meeting is Friday June 14, 2024 at 9:00 AM.

7
8 Respectfully Submitted,

9 Judy Friedman

10 Recording Secretary

11 THE PAPER TRAIL SECRETARIAL & BUSINESS SOLUTIONS

12