

1 **ALPINE SPRINGS COUNTY WATER DISTRICT**  
2 **MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING**  
3 **August 9, 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, David Semler Jan Ganong, Evan Salke, and Christine  
9 York at 9:08 AM

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, NTFPD Fire Battalion Chief Alan Whisler, Christopher  
14 Nelson and Liz Zang. There may have been others who did not identify themselves.  
15

16 **B. PUBLIC COMMENT**

17 There were no comments on items not on today's agenda.  
18

19 **C. APPROVAL OF MINUTES**

20 **C1) JULY REGULAR BOARD MEETING**

21 **It was moved by Ganong and seconded by Salke to approve the minutes of the July 2024 Regular**  
22 **Board meeting as corrected. Motion carried unanimously.**  
23

24 **D. DEPARTMENT REPORTS**

25 **D1) FINANCIAL REPORT**

26 District CPA Mike Dobrowski presented the year-end financial reports and monthly reports through  
27 July 2024. Receivables are less than this time last year. He reviewed account balances.  
28

29 **It was moved by Ganong and seconded by Smelser to approve the financial reports through July**  
30 **2024 as presented. Motion carried unanimously.**  
31

32 **It was moved by Ganong and seconded by Smelser to approve the July 2023 – June 2024 year-**  
33 **end reports as presented. Motion carried unanimously.**  
34

35 **It was moved by Ganong and seconded by York approve payment of checks #33825 – 33871,**  
36 **payroll, and electronic fund transfers. Motion carried unanimously.**  
37

38 **D2) FIRE DEPARTMENT REPORT**

39 Whisler reviewed staffing and said existing levels will continue through September and fire season.  
40 Chief Leighton said his meeting with Mueller earlier this week was productive.  
41

42 **D3) GENERAL MANAGER'S REPORT**

43 Mueller presented his written report of activities during the month of July. He agreed his meeting with  
44 Chief Leighton was good. Mueller described the LAFCO draft RFP to focus on fire protection and  
45 ambulance service in this area.  
46

47 The forester conducted a site visit to inform her proposal on forest fuels management. A brief  
48 conversation followed regarding the areas being considered for treatment.  
49

50 The Carollo tank inspection revealed some work that should be done to the AME well to make sure it  
51 is operating optimally.

1  
2 Palisades Tahoe has agreed to reimburse ASCWD for repairs to the snow making well. That said, both  
3 wells are at the end of their useful life. Palisades Tahoe agrees. Mueller described the repairs to be  
4 done at the end of this year. Sites are being considered for a new well.

5  
6 The tennis court repairs have been completed and the pickleball courts are open.

7  
8 There was a brief conversation about areas to be addressed during Clean-Up Day. Smelser said a lot of  
9 slash and root balls were left in the creek. Ganong asked to advise the public on the cost to the District  
10 in dollars and staff time of the clean-up.

11  
12 **D4) OPERATION & MAINTENANCE DEPARTMENT REPORT**

13 Miguel Ramirez presented the Water/Wastewater Report for July 2024, noting the maintenance and  
14 repairs addressed during the month. Photos of recent projects were included in his report.

15  
16 **D5) TTSA REPORT**

17 The July 17, 2024 TTSA Board Meeting Summary was included in the meeting packets. The TTSA  
18 Board is still considering uses for the lands around the plant. Smelser suggested ASCWD consider  
19 leasing some of it for off-season equipment storage. Some of the other partner agencies are also  
20 looking at that.

21  
22 **E. COMMITTEE REPORTS**

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

24 Grant reported on the August 8, 2024 Budget & Finance Committee meeting. The Committee  
25 considered money management and funds to invest in interest bearing accounts.

26  
27 The Committee received a request from a customer whose home burned down. The homeowner was  
28 surprised to receive a bill anyway. There is no policy for that situation at this time. The Committee  
29 recommends adopting a policy to address this issue.

30  
31 The Treasurer's Report was included in the packet.

32  
33 **E2) PARK, RECREATION & GREENBELT COMMITTEE (DIRECTOR YORK)**

34 This Committee did not meet.

35  
36 **E3) LONG RANGE PLANNING COMMITTEE (DIRECTOR SMELSER)**

37 This Committee did not meet.

38  
39 **E4) ADMINISTRATION & PERSONNEL COMMITTEE (DIRECTOR GANONG)**

40 Ganong presented a report of the July 25 Committee meeting. The Committee is not recommending  
41 changes to the goals and objectives, but Policy 4.6.0 needs to be clarified to streamline the annual  
42 review process. The recommendation will be considered under Item F.2 below.

43  
44 **F. BUSINESS ITEMS FOR BOARD DISCUSSION & ACTION**

45 **F1) SUBCOMMITTEE AND BOARD REVIEW AND COMMENTS ON THE AD-  
46 HOC COMMUNITY ADVISORY RECOMONDATIONS ON FIRE  
47 PROTECTION, EMERGENCY MEDICAL AND RELATED SERVICES**

48 Mueller presented his staff report on the Subcommittee's review of the Ad Hoc Advisory Committee  
49 recommendations. It includes feed back from NTFPD. Mueller highlighted items recommended to be  
50 considered as a new contract is developed. He asked the Board to review the list in the staff report and  
51 let him know if anything should be a priority and if any items are missing.

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30

**F2) DISTRICT ANNUAL GOALS AND OBJECTIVES POLICY 4.6.0**

**It was moved by York and seconded by Smelser to approve updates to the District Annual Goals and Objectives Policy Number 4.6.0. Motion carried unanimously.**

**G. CORRESPONDENCE TO THE BOARD**

The Board acknowledged the correspondence received.

**H. CLOSED SESSION**

The Board went into Closed Session at 10:11 AM to consider:

**ANTICIPATED LITIGATION**

**Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9:  
2 cases**

Open Session was reconvened at 12:15 PM and no action was taken.

**I. DIRECTORS' COMMENTS**

Smelser announced that although he is not seeking re-election to the ASCWD Board, but is willing to continue representing the District on TTSA.

Ganong is also not seeking re-election, but offered to serve on Committees.

**J. ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 12:20 PM. G  
The next regularly scheduled Board meeting is Friday August 9, 2024 at 9:00 AM.

Respectfully Submitted,  
Judy Friedman  
Recording Secretary  
THE PAPER TRAIL SECRETARIAL & BUSINESS SOLUTIONS