

1 **ALPINE SPRINGS COUNTY WATER DISTRICT**
2 **MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING**
3 **September 13, 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 Smelser, Jan Ganong, Evan Salke, and Christine
9 York

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, Charley Miller,
14 Andrew Shera, Bob Tetrault, Bert Clement, and Ricky Holak. There may have been others who did not
15 identify themselves.
16

17 **B. PUBLIC COMMENT**

18 Andrew Shera from Alpine Snow Removal explained his request to keep snow removal equipment on
19 ASCWD property (see Item G. below)
20

21 Charley Miller, the new General Manager of OVPSD, introduced himself.
22

23 **C. APPROVAL OF MINUTES**

24 **C1) AUGUST REGULAR BOARD MEETING**

25 **It was moved by Smelser and seconded by Ganong to approve the minutes of the August 9, 2024**
26 **Regular Board meeting as corrected. Motion carried unanimously.**
27

28 **D. DEPARTMENT REPORTS**

29 **D1) FINANCIAL REPORT**

30 District CPA Mike Dobrowski presented the financial reports as of August 30, 2024. Late notices will
31 be going out those on the Accounts Receivable list. Dobrowski is working with staff to compile
32 documentation for the auditors.
33

34 **It was moved by Ganong and seconded by York to approve the financial reports through August**
35 **2024 as presented. Motion carried unanimously.**
36

37 **It was moved by Smelser and seconded by Ganong to approve payment of checks #33872 –**
38 **33896, payroll, and electronic fund transfers. Motion carried unanimously.**
39

40 **D2) FIRE DEPARTMENT REPORT**

41 Whisler reviewed the calls responded to in August. The Alpine station has been staffed because of high
42 fire danger and Red Flag Warning days. It will continue to be staffed as conditions warrant. Whisler
43 described the mutual response to regional incidents, including the Davis Fire in Reno.
44

45 Chief Leighton and Muller continue to discuss terms of a contract.
46

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

48 Mueller presented his written report of activities for August 2024. Mueller is working with TTSD on
49 maintaining the number of trash cans allowed at each property. This topic was brought up at the Valley
50 Wide meeting.
51

1 Mueller met with Leighton and Calfire Chief Estes about allowing Calfire to use the Alpine station
2 during times NTFPD is not staffing it. It will give Calfire a stronger presence on Highway 89. Details
3 of a new proposed contract between NTFPD and ASCWD are being discussed. It is hoped both Boards
4 will have a contract to consider by the end of the year.

5
6 Mueller updated the group on the forest fuels treatments in the area. A presentation will be given next
7 month.

8
9 Palisades Tahoe has agreed to pay the cost to repair the liner for the snow making well. Mueller is
10 drafting an agreement to memorialize what the District's financial responsibility for maintenance is
11 and what is Palisades responsibility.

12
13 The new park card reader should be operational before the end of the season. The Park Revenue report
14 was included in today's meeting packet. Fewer season and non-resident passes were sold this year as
15 compared with last year.

16
17 **D4) OPERATION & MAINTENANCE DEPARTMENT REPORT**

18 Miguel Ramirez presented the Water/Wastewater Report for August 2024, including maintenance and
19 repairs addressed during the month. Photos of recent projects were included in his report.

20
21 **D5) TTSA REPORT**

22 Smelser presented the August 21, 2024 TTSA Board Meeting Summary, which was included in the
23 meeting packets.

24
25 **E. COMMITTEE REPORTS**

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

27 Grant reported on the September 12, 2024 Budget & Finance Committee meeting. There is a fair
28 amount of cash in Plumas Bank. Salke and Muller will meet with the investment counselor and make a
29 recommendation on investments with high yields, while keeping adequate funds liquid for operations.

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 This Committee did not meet.

41
42 **F. BUSINESS ITEMS FOR BOARD DISCUSSION & ACTION**

43 **F1) DISTRICT ETHICS & CONFLICT OF INTEREST POLICY 4.14.0 AND**
44 **DISTRICT CONFLICT OF INTEREST CODE**

45 This item is to acknowledge the Fair Political Practices Commission (FPPC) requirement that the
46 policy and code are reviewed at least every two years. No action is required.

47
48 **G. CORRESPONDENCE TO THE BOARD**

49 Andrew Shera from Alpine Snow Removal submitted a letter asking to lease ASCWD property to store
50 snow removal equipment. There was an agreement last year and Mueller noted concerns arising about
51 storing heavy equipment and the potential for fluids leaking. Counsel has advised there is no way to

1 include language protecting the District from those impacts. Mueller does not recommend entering into
2 an agreement this winter. Discussion followed regarding the pros and cons of the request and various
3 scenarios. There was consensus to consider a lease based on community benefit of having the
4 equipment in Alpine if there is adequate protection against potential liabilities. Mueller will work with
5 BBK to see if appropriate language can be added to the contract.

6

7 Another letter was received regarding evacuation.

8

9 **H. CLOSED SESSION**

10 Closed Session was not convened.

11

12 **I. DIRECTORS' COMMENTS**

13 Smelser commended Mueller on giving a good presentation at the Valley Wide meeting.

14

15 Salke thanked Mueller for the continuing good negotiations with NTFPD.

16

17 There was a brief conversation about the dates of upcoming meetings and when new Directors are
18 seated.

19

20 Smelser offered to remain as the ASCWD representative on TTSA even though he will no longer be on
21 the ASCWD Board.

22

23 The Board asked Mueller to consider a "meet the candidate" event. It was agreed the Board candidates
24 will be invited to attend the next few Board meetings.

25

26 **J. ADJOURNMENT**

27 There being no further business to come before the Board, the meeting was adjourned at 10:34 AM.

28 The next regularly scheduled Board meeting is Thursday October 10, 2024 at 9:00 AM.

29

30 Respectfully Submitted,

31 Judy Friedman

32 Recording Secretary

33 THE PAPER TRAIL SECRETARIAL & BUSINESS SOLUTIONS

34