

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  
31  
32  
33  
34  
35  
36  
37  
38  
39  
40  
41  
42  
43  
44  
45  
46  
47  
48  
49  
50  
51

**ALPINE SPRINGS COUNTY WATER DISTRICT  
MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING  
October 8, 2021**

**NOTE: Due to continued COVID restrictions, this meeting was a “hybrid” of an in-person meeting for Board and staff and Zoom for additional attendees**

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

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

Directors Present: President Janet S. Grant, Vice-President Janice Ganong, Dave Smelser, Evan Salke and Christine York (York attended via Zoom)

Directors Absent: None

Staff Present: General Manager Joseph Mueller, Pam Zinn, O&M Supervisor Miguel Ramirez, District CPA Mike Dobrowski, and Recording Secretary Judy Friedman

Guests attending via teleconference included Liz Zang, Jen Faber, and from NTFPD, Steve McNamara and Blanca Lundin.

**B. PUBLIC COMMENT**

There were no comments on items not on today’s agenda.

**C. APPROVAL OF MINUTES**

**C1) SEPTEMBER REGULAR & SPECIAL MEETINGS**

**It was moved by Ganong and seconded by Smelser to approve the minutes of the September 10, 2021 Regular Board meeting as amended. Motion carried unanimously.**

**It was moved by Smelser and seconded by Ganong to approve the minutes of the September 23, 2021 Special Board meeting as presented. Motion carried unanimously.**

**D. DEPARTMENT REPORTS**

**D1) FINANCIAL REPORT**

District CPA Mike Dobrowski presented the September 2021 financial reports. The fire mitigation check was received at the end of September. The auditors will be onsite October 18, 2021. A brief discussion followed as the reports were clarified.

The item was open to public comment. Liz Zang asked where will-serve letters for future development show on the financials. Mueller noted the funds are on the radar and have been approved. The Master Plan will address how the funds are accounted for. Salke added that “cash accounting” may not be consistent with the “accrual” method being used. Mueller will investigate how other Districts account for those funds.

**It was moved by Smelser and seconded by Ganong to approve the September 2021 financial reports as presented. Motion carried unanimously.**

**It was moved by Smelser and seconded by Ganong to approve payment of checks #32111 - #32158, payroll, and electronic fund transfers. Motion carried unanimously.**

**It was moved by Ganong and seconded by Smelser to approve the July 2021 – September 2021 quarterly reports.**

**D2) FIRE DEPARTMENT REPORT**

NTFPD Chief McNamara reported:

- Staffing changes
- Many pre-development meetings and inspections are being conducted. The District continues to investigate efficiencies in plan review procedures.
- The District is working with State Parks to align fire restrictions with Calfire requirements
- AB 2911 became code and requires a Calfire review of all subdivisions in California to ensure secondary egress. Fire Line, used by Calfire and addresses insurance based on access, topography, and slope, may cause owners to lose fire insurance. NTFPD is educating Calfire so there is better understanding of local areas. There are nuances to be considered.
- NTFPD received a FEMA Community Risk Assessment grant of \$118,000 for a consultant to identify and categorize all threats in the District, including wildland fire and fuels reduction
- A report from the Caldor Fire Incident Commander credited fuels reduction, defensible space, and firefighter tactics for saving South Lake Tahoe

Grant noted the Response Report format has changed and asked that it be presented as it used to be.

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

General Manager Joe Mueller presented his report for the month of September 2021, including updates on the District's involvement with White Wolf, Alpenglöw, and the Base-to-Base Gondola.

A draft of the fall newsletter will be sent to Board members for comments and suggestions on inclusions. Salke suggested including the billing cycle and Ganong thought new staff could be introduced.

The removal of dead or dying trees on District property along Bear Creek should be completed by the end of the month.

There was a brief discussion about the mitigation fees received and what they can be used for. A question was asked about using those dollars for work on the fire station. Following up on last month's discussion, McNamara reported the roofer determined the underlayment needed to be replaced and the work has been completed.

Mueller reported the work done to address the road to Spring #2 was done by staff for approximately \$1,500, a huge savings from the quote of \$10,000 - \$15,000. USFS still needs to sign off on the work done.

Penalty letters have been sent to 44 past due accounts. Last month Ganong asked about a one-time forgiveness policy, which will be considered during the annual review of Budget & Finance Policies next spring.

Proposals are being received from consultants to do the Master Plan. More information could be presented at the November meeting.

The topic was open to public comment. Zang asked how to make it easier for people to do defensible space and dispose of green waste. A lengthy discussion followed regarding the dumpsters provided, NTFPD's coordination with clean-up days, and strategies to work with TTSD. When next year's budget is being prepared, Mueller will consider adding a second green waste pick-up day.

### **D4) OPERATION & MAINTENANCE DEPARTMENT REPORT**

O&M Supervisor Miguel Ramirez presented Water/Waste Water Report for September 2021, indicating water production and flows. Forty-seven leaks were detected. Ramirez will provide the amount of water lost through leaks, which will be included in the newsletter to remind homeowners to address leaks.

1 Ramirez included photos of “flushable” wipes causing sewer backups. He reminded the group the wipes are  
2 not flushable. They do not break down and can cause costly blockages. The owner of the property in the  
3 photos did pay for a portion of the repairs.

4  
5 Ramirez is making changes to the graphs in his reports. Salke asked that water usage be compared with prior  
6 months and years, similar to the financial reports.

7  
8 **D5) TTSA REPORT**

9 No report was given

10  
11 **E. BUSINESS ITEMS FOR BOARD DISCUSSION & ACTION**

12 **E1) PUBLIC HEARING TO ADOPT BY RESOLUTION 7-2021 THE CAPITAL FACILITIES**  
13 **AND FIRE MITIGATION FEE EXPENDITURE PLAN FOR FISCAL YEAR 2021-2022**

14 Grant opened the Public Hearing at 10:28 AM. Blanca Lundin from NTFPD presented the annual update for  
15 FY 2021-22. She reviewed the information submitted in today’s meeting packets regarding current and  
16 proposed Mitigation Fee Expenditures and recommended updates.

17  
18 Discussion followed regarding the fees, how they are calculated, and the proposed 8% increase. The Board  
19 considered options regarding the increase. The approved fees will go into effect January 1.

20  
21 There was no public comment. The Public Hearing was closed at 10:58 AM.

22  
23 **It was moved by Smelser and seconded by Salke to adopt Resolution 7-2021 adopting Capital Facilities**  
24 **and Fire Mitigation Fee Expenditure Plan Annual Update for Fiscal Year 2021-2022, conditioned on**  
25 **adjusting the Physical Facilities and Equipment amount on Page 6 of the report, Fees and**  
26 **Expenditure total to \$1,890,666.**

27 **ROLL CALL VOTE**

28 **AYES: Smelser, Ganong, Salke , York, and Grant**

29 **NOES: None**

30 **Motion carried unanimously.**

31  
32 **E2) RESOLUTION 8-2021 ESTABLISHING THAT THE DISTRICT PROVIDE TO ALL**  
33 **EMPLOYEES THE CALPERS PUBLIC EMPLOYEES MEDICAL AND HOSPITAL ACT**  
34 **(PEMHCA) MINIMUM**

35 **It was moved by Ganong and Smelser to adopt Resolution 8-2021 fixing the employer contribution**  
36 **under the Public Employees’ Medical and Hospital Care Act at an equal amount for employees and**  
37 **annuitants.**

38 **ROLL CALL VOTE**

39 **AYES: Smelser, Ganong, Salke , York, and Grant**

40 **NOES: None**

41 **Motion carried unanimously.**

42  
43 **E3) DISTRICT HEALTH BENEFITS POLICY AND RESOLUTION 9-2021 ESTABLISHING**  
44 **THE PERS GOLD PPO HEALTH PLAN AS THE DISTRICTS FULLY FUNDED PLAN.**

45 **It was moved by Smelser and seconded by Ganong to adopt the District Health Benefits Policy and**  
46 **Resolution 9-2021 clarifying the Health Care Benefit Program for District eligible employees and**  
47 **retirees and amending Chapter 6 of the Employee Handbook.**

48 **ROLL CALL VOTE**

49 **AYES: Smelser, Ganong, Salke , York, and Grant**

50 **NOES: None**

1 **Motion carried unanimously.**

2

3 **F. COMMITTEE REPORTS**

4 **F1) BUDGET & FINANCE COMMITTEE (PRESIDENT GRANT)**

5 Grant presented the report of the October 7, 2021 Committee meeting.

6

7 **F2) PARK, RECREATION & GREENBELT COMMITTEE (DIRECTOR YORK)**

8 This Committee did not meet. Mueller reported the rest rooms in the Park have been winterized and closed,  
9 but the Park remains open for now.

10

11 There will be a link to the Park Survey in the upcoming newsletter. The Committee will consider responses  
12 when meeting to set policy and fees for 2022.

13

14 **F3) LONG RANGE PLANNING COMMITTEE (DIRECTOR SMELSER)**

15 This Committee did not meet.

16

17 **F4) ADMINISTRATION & PERSONNEL COMMITTEE (DIRECTOR GANONG)**

18 This Committee did not meet.

19

20 **G. OPEN ITEMS**

21 Ganong asked that the navigation bar on the website have more options to make it easier to find information  
22 such as agenda, meeting packets, and minutes.

23

24 Ganong suggested a status column be added to the Goals and Objectives spreadsheet. A quarterly update on  
25 the spreadsheet is scheduled for January, but Mueller will update the document prior to that.

26

27 **H. CORRESPONDENCE TO THE BOARD**

28 No correspondence was presented.

29

30 **I. CLOSED SESSION**

31 Closed Session was not convened.

32

33 **J. DIRECTORS' COMMENTS**

34 There were no additional comments.

35

36 **K. ADJOURNMENT**

37 There being no further business to come before the Board, the meeting was adjourned at 11:26 AM. The next  
38 regularly scheduled Board meeting is Friday November 12, 2021 at 9:00 AM.

39

40 Respectfully Submitted,

41 Judy Friedman, Recording Secretary

42 THE PAPER TRAIL SECRETARIAL & BUSINESS SOLUTIONS