

1 **ALPINE SPRINGS COUNTY WATER DISTRICT**
2 **MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING**
3 **November 12, 2021**

4
5 **NOTE: Due to continued COVID restrictions, this meeting was a “hybrid” of an in-person meeting for Board and staff**
6 **and Zoom for additional attendees**
7

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

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

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11 Directors Present: President Janet S. Grant, Vice-President Janice Ganong, Dave Smelser, Evan Salke and
12 Christine York

13 Directors Absent: None

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

16
17 Guests included Andrew Pitcairn, Liz Zang, and from NTFPD Steve Leighton, Brent Armstrong, and Steve
18 McNamara.

19
20 **B. PUBLIC COMMENT**

21 AMEA President Andrew Pitcairn thanked the Board for allowing the AMEA Picnic at the park over Labor
22 Day weekend. They will be asking to hold it over the July 4th weekend next year. Secondly, Pitcairn
23 suggested the Board consider a “resident” fee for the park and limit the number of non-residents allowed. A
24 brief discussion followed regarding pros and cons of the suggestion. It was noted a survey has been posted to
25 the District’s website.

26
27 Liz Zang may not be present for Item #4, but wanted to comment that it is always good to be inclusive and
28 put community members on committees. It engages people and grooms potential candidates for the Board.
29 Also, fresh eyes are always a good idea and there could be a community member that has a lot to offer the
30 Finance Committee given so many major decisions coming up.

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32 **C. APPROVAL OF MINUTES**

33 **C1) OCTOBER REGULAR BOARD MEETING**

34 **It was moved by York and seconded by Smelser to approve the minutes of the October 8, 2021 Board**
35 **meeting. Motion carried unanimously.**
36

37 **D. DEPARTMENT REPORTS**

38 **D1) FINANCIAL REPORT**

39 District CPA Mike Dobrowski expects the preliminary audit report next week. He presented the October
40 2021 financial reports. The cash position is almost \$600,000 more than this time last year. Dobrowski
41 answered questions clarifying specific line items.

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43 **It was moved by Ganong and seconded by York to accept the October 2021 financial statements as**
44 **presented. Motion carried unanimously.**
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46 **It was moved by Smelser and seconded by York to approve payment of checks #32160 - #31287 and**
47 **#32189 - #32210, payroll, and electronic fund transfers. Motion carried unanimously.**
48

49 **D2) FIRE DEPARTMENT REPORT**

50 Chief Leighton reported:

- Of the 184 calls received over the past month, four were from Alpine Meadows. The monthly numbers are about average, but with 2310 calls year-to-date, this year could break a record.
- Staffing
- Controlled burns are being done in the area
- An Ambulance Study has been commissioned for local fire departments to determine if the level of service is adequate
- Apparatus upgrades

Grant asked that the report submitted in the meeting packets use the prior format. She asked that responses to the ski area be noted in some fashion.

Fire Marshall McNamara announced he is retiring at the end of this year and introduced his replacement, Brent Armstrong. McNamara reported:

- Plan review numbers continue to be high but the process has been streamlined
- California AB 2911 requires Calfire to inspect subdivisions for 2 ingress and egress points. NTFPD is working with Calfire to conduct those inspections because of NTFPD's knowledge of the local area. The results will be used for the Fire Line Score rating system, which is used by insurance companies, so the information needs to be correct.
- South Lake Tahoe was saved from the Caldor Fire by weather, resources on the ground, and fuels reduction programs.

D3) GENERAL MANAGER'S REPORT

General Manager Mueller presented his activity report for October 2021. Per previous direction, he asked Palisades Tahoe if they contribute financially to fire services and they do not, other than reimbursement for specifically requested services.

At next month's meeting, Mueller will have a recommendation for a consultant to do the Master Plan.

Mueller provided additional detail on development in the valley. Alpenglow has indicated they will sell their plans to another developer. Rather than a Development Agreement with the current owner, Mueller is working with NTFPD on details such as fire hydrants and "shelter in place" plans that a potential buyer may want to know more about.

There have been two meetings with the District and Placer County to help the developer of Whitewolf get through the environmental process with regard to water and sewer service. Some components are on hold pending the ASCWD Master Plan. The developer will not have to conduct additional studies about the impacts of the development on ASCWD systems.

The Snow Crest Tributary Restoration plan will be on the December ASCWD Board agenda.

This month's Area General Manager's meeting included a presentation from Northstar CSD on the ballot measure recently passed that will generate just under \$500,000 a year for fire fuels management. The additional property tax sunsets in eight years. There is about \$25,000 in the ASCWD budget for chipping, but not "active" work. Mueller suggested including a line item for this work in the next Rate Study.

D4) OPERATION & MAINTENANCE DEPARTMENT REPORT

Operations Manager Miguel Ramirez presented the Water/Wastewater Report for October. He discussed the impact of power outages on the tanks. Ramirez recommends an expenditure of approximately \$10,000 to upgrade the batteries and valves to ensure the tanks can fill in an emergency and extend the time the cascading system can operate.

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2 Ramirez and Mueller presented graphs showing water production and where the water is used. A pie chart
3 indicated how much water is being billed. Non-revenue water is just over 27%. Only about 25% of the water
4 produced is being billed. Discussion followed as the data was clarified and options for reducing the amount
5 of unaccounted for water were considered. This information will inform the Master Plan.

6
7 **D5) TTSA REPORT**

8 Smelser presented the report of the October 20, 2021 T-TSA Board meeting, which was included in the
9 meeting packets. There was also a special Meeting on October 11, 2021 to consider a personnel issue.

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

12 **E1) RESOLUTION 10-2021 INSPECTION OF CERTAIN OCCUPANCIES REQUIRED TO**
13 **PERFORM ANNUAL INSPECTIONS.**

14 McNamara explained this requires inspections on certain types of occupancies, such as R2 apartment
15 buildings. Action on this item was tabled to January

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17 **E2) RESOLUTION 11-2021 COST RECOVER FEES**

18 **It was moved by Salke and seconded by York to adopt Resolution 11-2021 regarding setting fees for**
19 **cost recovery of fire and life safety activities.**

20 **ROLL CALL VOTE:**

21 **AYES: Smelser, York, Salke, Ganong, Grant**

22 **NOES: None**

23 **Motion carried unanimously.**

24
25 **E3) TAHOE TRUCKEE AREA AGREEMENT FOR MUTUAL EMERGENCY AID**

26 **It was moved by Salke and seconded by York to authorize the General Manager to execute the Tahoe**
27 **Truckee Area Agreement for Mutual Emergency Aid. Motion carried unanimously.**

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29 **E4) ADDITION OF A COMMUNITY MEMBER TO THE BUDGET & FINANCE**
30 **COMMITTEE**

31 Mueller presented the staff report in today's meeting packet. Additional details of the recommendation were
32 considered at yesterday's Budget and Finance Committee meeting. Grant said the Committee is not
33 recommending adding a community member at this time given the robust participation from Dobrowski, an
34 independent auditing firm, and Board members and staff with extensive financial experience and
35 understanding. That said, the meetings are always open to the public. If at some time there is a need for
36 special expertise, community members may be asked to participate.

37
38 Public comment was opened and Liz Zang encouraged the Board to include at least one community member
39 on the Budget and Finance Committee.

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41 Discussion followed regarding upcoming projects, the financial considerations that may need to be addressed
42 in the future, and the pros and cons of adding community members to this or any other Committee at this
43 time. There was consensus to list all Committees in the spring newsletter, in an email to the community, and
44 on a post on the bulletin board in the summer. The Board is interested in letting the community know that the
45 Committees are always looking for volunteers.

46
47 **E5) QUARTERLY REVIEW OF DISTRICT GOALS AND OBJECTIVES**

48 Included in today's meeting packet was a spreadsheet showing the Goals and Objectives and status of each.
49 The main purpose of it is for the staff and Board to make sure everything is being addressed. Discussion
50 followed as the document was reviewed and suggestions made for revisions to make it clearer.

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F. COMMITTEE REPORTS

F1) BUDGET & FINANCE COMMITTEE (PRESIDENT GRANT) met November 11th, 2021.

Grant presented the report of the November 11, 2021 Budget and Finance Committee and the Treasurer’s Report. The Committee directed staff to investigate other banking options for the checking account.

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

York reported the Committee has compiled a survey, which is available online. Mueller added the survey can remain up through the winter as there are safeguards against people completing it more than once.

F3) LONG RANGE PLANNING COMMITTEE (DIRECTOR SMELSER)

This Committee did not meet.

F4) ADMINISTRATION & PERSONNEL COMMITTEE (DIRECTOR GANONG)

This Committee did not meet.

G. FUTURE AND OPEN AGENDA ITEMS

- Master Plan Consulting Contract
- Truckee River Watershed Council presentation on the Snow Crest Tributary Project
- Current employee’s future retirement health benefits
- Salary step schedule for current staff job descriptions

H. CORRESPONDENCE TO THE BOARD

No correspondence was presented.

I. CLOSED SESSION

Closed Session was not convened.

J. DIRECTORS’ COMMENTS

Smelser reported he has done some defensible space behind his home. Some residents on Beaver Dam have indicated interest in participating in clean-up of the greenbelt area past the pump house and around the creek next spring.

Mueller reported trees at Bear Creek were being removed, but bad weather hit and Jesse Shirley has been ill. The project will be completed next spring.

K. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 12:42 PM. The next regularly scheduled Board meeting is Friday December 10, 2021, at 9:00 a.m.

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