

1 **ALPINE SPRINGS COUNTY WATER DISTRICT**
2 **MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING**
3 **August 7, 2013**

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

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

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

9
10 Directors Present: President Janet S. Grant, Vice-President Janice Ganong, Evan Salke, and Dave
11 Smelser. Christine York arrived at 9:26 AM.

12 Directors Absent: None

13 Staff Present: General Manager Joseph Mueller
14

15 Guests included NTFPD Fire Marshall Brent Armstrong, Jen Faber, Liz Zang, Truckee Town Manager
16 Jenn Callaway, Hilary Hobbs, and Carissa Binkley
17

18 **B. PUBLIC COMMENT**

19 There were no comments on items not on today's agenda.
20

21 **C. APPROVAL OF MINUTES**

22 **C1) JULY REGULAR BOARD MEETING**

23 **It was moved by Smelser and seconded by Ganong to approve the minutes of the July 14, 2023**
24 **Regular Board meeting as corrected. Motion carried unanimously.**
25

26 **D. DEPARTMENT REPORTS**

27 **D1) FINANCIAL REPORT**

28 District CPA Mike Dobrowski presented the financial reports as of August 2, 2023 in order to include the
29 billing income and deposits made. He clarified revenues and receivables.
30

31 Salke explained why the billing was delayed to August.
32

33 Grant reported the Budget and Finance Committee recommends approval of the financial reports.
34

35 **It was moved by Ganong and seconded by Smelser to approve the financial reports as of August 2,**
36 **2023 as presented. Motion carried unanimously.**
37

38 **It was moved by Smelser and seconded by Ganong to approve payment of checks #33091 - 33121,**
39 **payroll, and electronic fund transfers. Motion carried unanimously.**
40

41 **D2) FIRE DEPARTMENT REPORT**

42 Brent Armstrong reported on responses to calls, including a small brush fire. He answered questions on
43 related incidents in the area.
44

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

46 General Manager Joe Mueller presented his activity report for the month of July 2023.
47

48 Per Board direction, Mueller has spoken with Michelle Prestowitz at the Truckee River Watershed
49 Council to reiterate ASCWD's expectations. She explained most of the work will be done by hand.
50 Mueller is working with her to advise neighbors of the work to be done and the schedule.
51

52 There was a brief discussion about the options for installing the new sewer mainline next to Bear Creek.

1
2 Mueller answered questions clarifying other items in his report.
3

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

5 Miguel Ramirez presented the Water/Wastewater Report for July 2023, including maintenance and repairs
6 addressed during the month. He described some of the issues working with other contractors when
7 hydrants, valves, and collection system is addressed annually.
8

9 **D5) TTSA REPORT**

10 Smelser presented the TTSA Board Meeting Summary of the July 19, 2023 meeting. He noted ongoing
11 discussions about surplusing land. More investigation is needed before any decisions are made.
12

13 **E. COMMITTEE REPORTS**

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

15 Grant reviewed the report of the August 7, 2023 Budget & Finance Committee meeting, including the
16 Treasurer’s Report. The Committee recognized the increased return on investments.
17

18 There were no unbudgeted expenses presented. That said, there could be some cost to addressing winter
19 damage to the tennis courts. Mueller is investigating the most cost effective option to either repair or
20 replace the courts.
21

22 Salke reiterated that the bills went out late this year. There could be impacts to July’s “net cash-on-hand”
23 but that will balance out.
24

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

26 This Committee did not meet. There was information on park use and revenues in the meeting packets.
27

28 **E3) LONG RANGE PLANNING COMMITTEE (DIRECTOR SMELSER)**

29 This Committee did not meet. Now that the Carollo report has been approved, the Committee will be
30 meeting soon.
31

32 **E4) ADMINISTRATION & PERSONNEL COMMITTEE (DIRECTOR GANONG)**

33 This Committee did not meet.
34

35 **F. BUSINESS ITEMS FOR BOARD DISCUSSION & ACTION**

36 **F1) TRUCKEE 2040 GENERAL PLAN**

37 Truckee Town Manager Jenn Callaway, Hilary Hobbs, and Carissa Binkley presented the recently
38 adopted Truckee 2040 General Plan and Downtown Specific Plan. She explained how it was prepared,
39 highlights including the Climate Action Plan, Strategic Focus Areas, and next steps to implement the
40 components included. The Plan was included in today’s meeting packets.
41

42 Smelser described how TTSA is involved because of proposed land use and a brief discussion followed.
43

44 **F2) DISTRICT WATER AND WASTEWATER MASTER PLAN**

45 Mueller presented the 2023 District Water and Wastewater Master Plan developed by Carollo Engineers.
46 He noted there are different ways to determine upcoming needs, but a specific methodology is
47 recommended in the Plan, which is consistent with what the District would require of developers
48 installing new infrastructure. This document is dynamic and subject to change based on conditions and
49 emergencies. The complete document will be available on the District’s website and a hard-copy can be
50 requested.
51

1 The Plan also proposes capital improvement projects, prioritized based on current conditions. The Long-
2 Range Planning Committee will review and rank the projects, then budgets would be developed and the
3 project brought to the Board for approval.

4
5 There was a discussion about how projects will be considered and prioritized. The importance of
6 community input to help prioritize projects was stressed. Mueller was asked to include more detail about
7 how proposed projects will be evaluated and approved.

8
9 Zang's written comments were reviewed by the Board.

10
11 **It was moved by York and seconded by Smelser to receive and approve the 2023 District Water and**
12 **Wastewater Master Plan as prepared by Carollo Engineers. Additional language explaining the**
13 **Long Range Planning Committee's role will be included. Motion carried unanimously.**

14
15 **F3) FY2023/2024 ASCWD EMPLOYEE SALARY SCHEDULE RESOLUTION 7-2023**

16 Mueller presented the proposed Salary Schedule. It is a CalPERS requirement to adopt the Schedule
17 annually.

18
19 **It was moved by Ganong and seconded by Smelser to adopt Resolution 7-2023 Alpine Springs**
20 **County Water District Fy2023/2024 Employee Salary Schedule as presented.**

21 **ROLL CALL VOTE:**

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

23 **NAYS: None**

24 **Motion carried unanimously.**

25
26 **G. FUTURE AND OPEN AGENDA ITEMS**

- 27 • NTFPD Negotiations

28
29 **H. CORRESPONDENCE TO THE BOARD**

30 The Board reviewed the correspondence submitted. Mueller will acknowledge receipt and review of the
31 email from Steve Hoch.

32
33 **I. CLOSED SESSION**

34 Closed Session was not convened.

35
36 **J. DIRECTORS' COMMENTS**

37 Ganong asked that options for technology at the meeting be considered. Mueller suggested purchasing a
38 large TV monitor that can be linked to a computer that can show presentations. Discussion followed
39 regarding the need and how it would be used. Mueller will bring a proposal to the Budget and Finance
40 Committee.

41
42 Ganong asked that business items requiring action be separated on the agenda from informational items.

43
44 Smelser reported clean-up day went well. A lot of material was removed and the dumpsters were full.

45
46 York is hoping to have survey information for next month's meeting.

47
48 Grant appreciated the suggestions for Mueller's presentation at the Valley-wide meeting. Any Board
49 member is welcome to attend with him on behalf of the District.

50
51 **K. ADJOURNMENT**

1 There being no further business to come before the Board, the meeting was adjourned at 11:37 AM.
2 AM. The next regularly scheduled Board meeting is Friday September 8, 2023 at 9:00 AM.

3
4 Respectfully Submitted,
5 Judy Friedman
6 Recording Secretary
7 THE PAPER TRAIL SECRETARIAL & BUSINESS SOLUTIONS
8