

1 **ALPINE SPRINGS COUNTY WATER DISTRICT**  
2 **MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING**  
3 **November 8, 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, Alan Whisler from NTFPD, Jen Faber, Bert Clement, and  
14 Danielle Bradfield. 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) OCTOBER REGULAR BOARD MEETING**

21 **It was moved by Smelser and seconded by Ganong to approve the minutes of the October 10,**  
22 **2024 Regular Board meeting as corrected. Motion carried unanimously.**  
23

24 **D. DEPARTMENT REPORTS**

25 **D1) FINANCIAL REPORT**

26 District CPA Mike Dobrowski presented the financial reports as of October 31, 2024. Another round  
27 of late notices has been sent, but receivables are tracking closely to last year. He reviewed account  
28 balances. The audit is almost complete with very few adjustments needed. The retirement payments  
29 were clarified.  
30

31 **It was moved by York and seconded by Ganong to approve the financial reports through**  
32 **October 2024 as presented. Motion carried unanimously.**  
33

34 **It was moved by York and seconded by Ganong to approve payment of checks #33928 – 33967,**  
35 **payroll, and electronic fund transfers. Motion carried unanimously.**  
36

37 **D2) FIRE DEPARTMENT REPORT**

38 Whisler reported on the calls responded to in the past month. Even though the weather is changing,  
39 there is still fire danger. NTFPD has sent personnel to the fires in southern California. Whisler  
40 reviewed staffing. He described the apps available to get information on fires and other calls, including  
41 Pulse Point and Watch Duty.  
42

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

44 Mueller presented his written report of activities for October 2024, including updates on the  
45 Alpenglow Subdivision sewer system.  
46

47 Mueller clarified the "General Business" items on his report. Scheid's last day is November 30.  
48 Staffing requirements are being reconsidered, including whether or not to continue with the flex  
49 schedule.  
50

1 Mueller continues to work with Chief Leighton to finalize the agreement with NTFPD. The LAFCO  
2 Board will vote in December on the Fire and Emergency Medical Agreement requirement.

3  
4 Mueller noted the Accounts Receivable to date. Eleven accounts are on the District Payment Plan.

5  
6 **D4) OPERATION & MAINTENANCE DEPARTMENT REPORT**

7 Ramirez presented the October 2024 Water/Wastewater Report, including maintenance and repairs  
8 addressed during the month. Photos of recent projects and graphs indicating water production and use  
9 were included in the report.

10  
11 Options to work with restaurants and the ski area on what can and cannot go into the drains was  
12 considered.

13  
14 Mueller reported Carollo has determined the tanks should be replaced, rather than coated. He will get  
15 more detail and make a recommendation. The capital plan budget is based on replacing the tanks.

16  
17 **D5) TTSA REPORT**

18 Smelser presented the October 16, 2024 TTSA Board Meeting Summary, which was included in the  
19 meeting packets. He was surprised at the costs to address the projects identified in the Capital Projects  
20 Reports, which will likely require another rate increase. A brief discussion followed regarding the  
21 phasing and funding options that may be considered.

22  
23 **E. COMMITTEE REPORTS**

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

25 Grant reported on the November 7, 2024 Budget & Finance Committee meeting.

26  
27 The Treasurer's Report was included in the packet. Funds have been invested in the California CLASS  
28 Account and it has already generated a substantial return.

29  
30 The Committee recommends approving the unbudgeted expense for Item F1 below, the forest fuel  
31 reduction plan.

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) ASCWD GREENBELT LANDS FORESTRY FUEL REDUCTION**

44 Forester Danielle Bradfield from Feather River Forestry presented a report on her observations of the  
45 work to be done on District greenbelt lands. She described the two components of the project. The  
46 proposed agreement is to prepare shovel ready projects for treatment completing the first stage of field  
47 work and permitting. Discussion followed regarding the work to be done and timing.

48  
49 **It was moved by York and seconded by Ganong to authorize the General Manager to execute a**  
50 **contract agreement for forestry/fuels reduction planning with Feather River Forestry as**  
51 **presented. Motion carried unanimously.**

1  
2  
3 **F2) FALL 2024 ASCWD NEWSLETTER**

4 The Board offered suggestions for information to be included in the Fall 2024 newsletter.  
5

6 **F3) OUTGOING DISTRICT DIRECTORS**

7 Outgoing Directors Dave Smelser and Janice Ganong were thanked for their contributions to the  
8 District and community.  
9

10 **G. CORRESPONDENCE TO THE BOARD**

11 No correspondence was presented.  
12

13 **H. CLOSED SESSION**

14 The Board went into Closed Session at 10:42 to consider:

15 **ANTICIPATED LITIGATION**

16 **Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: 1 case**  
17

18 Open Session was reconvened at 11:55 and there was no reportable action.  
19

20 **I. DIRECTORS' COMMENTS**

21 Salke expressed his appreciation for Smelser's and Ganong's service to the community.  
22

23 The Christmas Party is scheduled for December 7 at River Ranch.  
24

25 **J. ADJOURNMENT**

26 There being no further business to come before the Board, the meeting was adjourned at 11:56 AM.  
27 The next regularly scheduled Board meeting is Friday December 13, 2024 at 9:00 AM.  
28

29 Respectfully Submitted,

30 Judy Friedman

31 Recording Secretary

32 THE PAPER TRAIL SECRETARIAL & BUSINESS SOLUTIONS  
33