

1 **ALPINE SPRINGS COUNTY WATER DISTRICT**  
2 **MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING**  
3 **December 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. It was noted Director Bert Clement was sworn  
7 into office on December 11, 2024 and Director Robert Tetrault was sworn into office on December 13,  
8 2024.

9  
10 Directors Present: President Janet S. Grant, Bert Clement, and Robert Tetrault. Christine York arrived  
11 at 9:27 AM

12 Directors Absent: Evan Salke

13 Staff Present: General Manager Joseph Mueller and Office Manager Laurie Axell  
14

15 Guests included CPA Mike Dobrowski, Alan Whisler from NTFPD, Liz Zang, Charlie Miller, John  
16 Moise, and Christopher Nelson. There may have been others who did not identify themselves.  
17

18 **B. PUBLIC COMMENT**

19 Zang was surprised to see review of the NTFPD contract and approval both on today's agenda (Item  
20 F1 below). She served on the Community Advisory Committee and although she is comfortable with  
21 the contract, she is concerned about the process.  
22

23 OVPSD General Manager Charlie Miller noted OVPSD's hiring of Miguel Rodriguez. While his  
24 replacement at ASCWD is being recruited, Mueller asked for mutual aid if necessary. Unfortunately,  
25 the employees union turned down the request. Miller was disappointed and is committed to working on  
26 the relationship between the districts.  
27

28 **C. APPROVAL OF MINUTES**

29 **C1) NOVEMBER REGULAR BOARD MEETING**

30 **It was moved by Clement and seconded by Tetrault to approve the minutes of the November 8,**  
31 **2024 Regular Board meeting as corrected. Motion carried unanimously.**  
32

33 **D. DEPARTMENT REPORTS**

34 **D1) FINANCIAL REPORT**

35 District CPA Mike Dobrowski presented the financial reports as of November 30, 2024. Accounts  
36 receivable to date are significantly less than in prior years and the cash position exceeds what it was at  
37 this time last year. A brief discussion followed clarifying the reports, including how Reserve  
38 expenditures are shown.  
39

40 **It was moved by Tetrault and seconded by Clement to approve the financial reports through**  
41 **November 2024 as presented. Motion carried unanimously.**  
42

43 **It was moved by Clement and seconded by Tetrault to approve payment of checks #33966 –**  
44 **33993, payroll, and electronic fund transfers. Motion carried unanimously.**  
45

46 **It was moved by Clement and seconded by Tetrault to approve the quarterly financial reports as**  
47 **presented. Motion carried unanimously.**  
48

49 **D2) FIRE DEPARTMENT REPORT**

50 Whisler reviewed the calls the District responded to in the past month. Seasonal defensible space  
51 inspectors have been laid off for the winter.

1  
2 **D3) GENERAL MANAGER’S REPORT**

3 Mueller presented his written report of activities for November 2024. The sewer pump previously  
4 approved for Alpenglow is being reconsidered.

5  
6 As mentioned above, both the Operations Supervisor and second ops staff have left the District.  
7 Mueller described the contingency plans in place to address the needs of the ASCWD and budget  
8 impacts.

9  
10 The agreement with Longo, Inc. is being finalized. Although the District has been working with him  
11 for years, there was no formal agreement.

12  
13 The Management Discussion and Analysis have been submitted for this audit, which should be  
14 presented to this Board in January.

15  
16 **D4) OPERATION & MAINTENANCE DEPARTMENT REPORT**

17 Mueller presented the November 2024 Water/Wastewater Report, including maintenance and repairs  
18 addressed during the month.

19  
20 **D5) TTSA REPORT**

21 The TTSA Board did not meet in November. Smelser has offered to continue to serve as the ASCWD  
22 representative. BERT offered to be the representative

23  
24 **E. COMMITTEE REPORTS**

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

26 Grant reported on the December 12, 2024 Budget & Finance Committee meeting. The Treasurer’s  
27 Report was included in the packet.

28  
29 **E2) PARK, RECREATION & GREENBELT COMMITTEE (DIRECTOR YORK)**

30 This Committee did not meet.

31  
32 **E3) LONG RANGE PLANNING COMMITTEE (DIRECTOR SMELSER)**

33 This Committee did not meet.

34  
35 **E4) ADMINISTRATION & PERSONNEL COMMITTEE (DIRECTOR GANONG)**

36 This Committee did not meet.

37  
38 **F. BUSINESS ITEMS FOR BOARD DISCUSSION & ACTION**

39 **F1) AMENDED AND RESTATED AGREEMENT FOR FIRE PROTECTION,  
40 EMERGENCY MEDICAL, AND RELATED SERVICES BY NORTH TAHOE  
41 FIRE PROTECTION DISTRICT TO THE ALPINE SPRINGS COUNTY  
42 WATER DISTRICT**

43 Mueller presented the Staff Report on this item, including the background and process over the past  
44 two years to develop the Amended & Restated Agreement included in today’s meeting packet. A  
45 Community Advisory Committee was part of the process, which included investigation into other  
46 possibilities to provide fire and EMS service Alpine Meadows and that NTFPD can offer the best level  
47 of service.

48  
49 At its December 3, 2024 meeting, the NTFPD Board authorized the Chief to execute this agreement.  
50

1 Discussion followed regarding details of the negotiations and details of the agreement, including the  
2 level of staffing.

3  
4 The topic was open to Public Comment. John Moise, who served on the Community Committee said  
5 approving the agreement is the most appropriate action. Public Comment was closed.  
6

7 **It was moved by York to approve the Amended and Restated Agreement between ASCWD and**  
8 **NTFPD for Fire Protection, Emergency Medical, and Related Services as presented. The motion**  
9 **died for lack of a second.**

10  
11 Discussion continued regarding both the agreement and process. Clement asked for a cost of service  
12 analysis based on the number of days committed to staffing, as well as the fixed and variable costs  
13 associated with this fire house. There was a conversation about how to quantify the costs and what  
14 specifically is being requested. Ultimately there was consensus to table action on this item.  
15

16 Later in the meeting, Chief Leighton joined and there was continued conversation clarifying the  
17 number of days the agreement requires staffing and when versus actual practice. The question about  
18 process was also considered. It was noted that because this is a contract and not an ordinance, it does  
19 not require a separate reading and posting prior to adoption.  
20

21 **It was moved by York and seconded by Tetrault to approve the Amended and Restated**  
22 **Agreement between ASCWD and NTFPD for Fire Protection, Emergency Medical, and Related**  
23 **Services as presented. Motion carried unanimously.**

24  
25 **F2) SETTLEMENT AND RELEASE AGREEMENT BETWEEN NORTH TAHOE**  
26 **FIRE PROTECTION DISTRICT AND ALPINE SPRINGS COUNTY WATER**  
27 **DISTRCT**

28 **It was moved by Tetrault and seconded by Clement to approve the Settlement and Release**  
29 **Agreement between ASCWD and NTFPD. Motion carried unanimously.**

30  
31 **F3) ELECTION OF ASCWD BOARD PRESIDENT AND VICE PRESIDENT TO**  
32 **THE BOARD OF DIRECTORS**

33 **It was moved by York and seconded by Clement to elect Janet Grant as ASCWD Board**  
34 **President for 2025. Motion carried unanimously.**

35  
36 **It was moved by Tetrault and seconded by York to elect Bert Clement as ASCWD Board Vice-**  
37 **President for 2025. Motion carried unanimously.**

38  
39 **F4) ASCWD TREASURER AND SECRETARY TO THE BOARD OF DIRECTORS**  
40 Typically, the General Manager has served in both capacities.

41  
42 **It was moved by York and seconded by Tetrault to appoint Joe Mueller as the ASCWD**  
43 **Treasurer and Secretary to the Board for 2025. Motion carried unanimously.**

44  
45 **G. CORRESPONDENCE TO THE BOARD**

46 No correspondence was presented.

47  
48 **H. CLOSED SESSION**

49 Closed Session was not convened.

50  
51 **I. DIRECTORS' COMMENTS**

1 There was a conversation about Committee assignments. Grant noted the information available  
2 regarding committees. Clement may be interested in serving as the TTSA representative.  
3

4 Grant reviewed the policy regarding Board member attendance at meetings. Public Comment is  
5 generally not allowed via Zoom, but any constituent can submit written comment.  
6

7 **J. ADJOURNMENT**

8 There being no further business to come before the Board, the meeting was adjourned at 10:54 AM.  
9 The next regularly scheduled Board meeting on January 10, 2024 was cancelled. A Special Meeting  
10 will be convened on Monday January 13, 2025 at 9:00 AM.  
11

12 Respectfully Submitted,  
13 Judy Friedman  
14 Recording Secretary  
15 THE PAPER TRAIL SECRETARIAL & BUSINESS SOLUTIONS  
16