

1 **ALPINE SPRINGS COUNTY WATER DISTRICT**
2 **MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING**
3 **March 10, 2023**

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

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

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

10
11 Directors Present: President Janet S. Grant, Vice-President Janice Ganong, and Dave Smelser. Christine
12 York arrived at 9:12 AM

13 Directors Absent: Evan Salke

14 Staff Present: General Manager Joseph Mueller and District CPA Mike Dobrowski.
15

16 Guests included NTFPD Fire Chief Steve Leighton, Fire Marshall Brent Armstrong, and Division Chief
17 Alan Whisler, and Josiah Close from HDR
18

19 **B. PUBLIC COMMENT**

20 There were no comments on items not on today’s agenda.
21

22 **C. APPROVAL OF MINUTES**

23 **C1) FEBRUARY REGULAR BOARD MEETING**

24 **It was moved by Smelser and seconded by Ganong to approve the minutes of the February 17, 2023**
25 **Regular Board meeting as amended. Motion carried unanimously.**
26

27 **D. DEPARTMENT REPORTS**

28 **D1) FINANCIAL REPORT**

29 District CPA Mike Dobrowski presented the February 2023 financial statements. He highlighted the
30 upcoming payment to NTFPD and said the property tax revenue has been received.
31

32 Mueller is confirming the amount due to NTFPD with Placer County. He has asked for detailed reports
33 more quickly so the process can be expedited.
34

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

38 **It was moved by Ganong and seconded by Smelser to approve payment of checks #32863 – 32908,**
39 **payroll, and electronic fund transfers. Motion carried unanimously.**
40

41 **D2) FIRE DEPARTMENT REPORT**

42 Whisler reported on the calls NTFPD responded to last month. World Cup at Palisades Tahoe was
43 successful and there were no major incidents.
44

45 The District is watching for structure collapses and avalanches given the recent rain-on-snow events.
46 There is no major flooding at this time.
47

48 **D3) GENERAL MANAGER’S REPORT**

49 General Manager Mueller presented his activities report for February 2023. The final review of the
50 District Master Plan is underway and will come to the Board for final approval.
51

1 Mueller is still finalizing the contract with TTSD. It needs to be in place by the start of the next fiscal
2 year.

3
4 Mueller has requested better maps for the Snow Crest Tributary Restoration project to show portions in
5 ASCWD easements.

6
7 Mueller answered questions clarifying his report.
8

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

10 Miguel Ramirez was addressing potential flooding issues. Mueller presented the February 2023
11 Operations Report, including wastewater flows and water production, as well as maintenance addressed
12 during the month. Non-revenue water loss increased last month, indicating a substantial leak that is being
13 identified.

14
15 **D5) TTSA REPORT**

16 Smelser presented the report of the February 15, 2023 TTSA Board meeting.
17

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

19 **E1) REVIEW PRELIMINARY RECOMMENDATIONS FOR THE UTILITY RATES.
20 APPROVE PROPOSITION 218 NOTICE, AND SET MAY 12TH, 2023, AS THE
21 DATE FOR A PUBLIC HEARING, AND TO ESTABLISH THE NEW UTILITY
22 RATES.**

23 Josiah Close from HDR reviewed revisions made after last Board and Finance Committee meetings. He
24 explained the Proposition 218 process to adopt the new rates for water, sewer, garbage, and Reserves.
25 There was discussion of the assumptions made as the proposed rates were developed were clarified.
26

27 **It was moved by York and seconded by Ganong to approve the Proposition 218 Notice and set May
28 12, 2023 as the date for the public hearing date to establish new utility rates. Motion carried
29 unanimously.**

30
31 **E2) LOCAL AGENCY FORMATION COMMISSION (LAFCO)**

32 ASCWD has no candidates for LAFCO.
33

34 **F. COMMITTEE REPORTS**

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

36 Grant reported on the March 9, 2023 Budget & Finance Committee meeting. She noted the Treasurer's
37 Report. Grant said \$350,000 has been put in treasury bills through Wells Fargo and is earning about 4.8%.
38

39 The Committee discussed the special districts retirement Class Investment System.
40

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

42 York is setting a date for the Committee to meet about the Park. She and Ganong are planning the Easter
43 Egg Hunt.
44

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

46 This Committee did not meet.
47

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

49 Ganong said the Committee is meeting on March 29, 2023.
50

51 **G. FUTURE AND OPEN AGENDA ITEMS**

- Collection of annual customer billing on the County Tax Roll
- TTSD Contract for Board Approval

H. CORRESPONDENCE TO THE BOARD

No correspondence was presented.

I. CLOSED SESSION

ANTICIPATED LITIGATION

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

The Board went into Closed Session at 10:09 AM. Open Session was reconvened at 10:36 AM and there was no reportable action.

J. DIRECTORS' COMMENTS

Smelser announced the Fire Wise Committee has scheduled a work day for June 17, with an alternate date of July 22. They will do work at the water tank and is asking ASCWD to provide up to three dumpsters. A brief discussion followed. The tank is not on District property. Mueller will submit the request to the Budget and Finance Committee for a recommendation as an unbudgeted expense.

K. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 11:00 AM. The next regularly scheduled Board meeting is Friday April 14, 2023 at 9:00 AM.

Respectfully Submitted,

Judy Friedman

Recording Secretary

THE PAPER TRAIL SECRETARIAL & BUSINESS SOLUTIONS