

1 **ALPINE SPRINGS COUNTY WATER DISTRICT**  
2 **MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING**

3 **August 12, 2022**

4 **NOTE: Due to continued COVID restrictions, this meeting was a "hybrid" of an in-person meeting for Board and staff and**  
5 **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, Dave Smelser, Evan Salke, and  
11 Christine York

12 Directors Absent: None

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

15  
16 Guests included NTFPD Fire Marshall Brent Armstrong, Chief Alan Whisler, Liz Zang, Steve Kastan,  
17 "Citizen," and Steve Hoch (per Zoom names provided).  
18

19 **B. PUBLIC COMMENT**

20 Liz Zang noted the recent resignation of the TTSA general manager. She asked about transparency and  
21 ASCWD's role in governing the organization. Zang suggested TTSA minutes and agendas be included in  
22 ASCWD meeting packets. Zang asked how member agencies select representatives to the TTSA Board, noting  
23 NTPUD recently advertised for interested parties and appointed someone new. Zang asked if TTSA meetings  
24 are open and if public comment is allowed. She asked additional questions about how TTSA operates and  
25 discloses information.  
26

27 Grant explained ASCWD has a representative from the Board. ASCWD has 1/2 vote and OVPSD has 1/2 vote.  
28 The representative brings items of specific concern to ASCWD. Grant invited Zang to submit written comments  
29 if she would like more response to the issues she raised. Ganong suggested ASCWD needs to consider items  
30 that impact its customers, such as TTSA rate increases. The general manager severance package could also  
31 financially impact ASCWD customers.  
32

33 Mueller added that the regional District Managers, including from TTSA, meet regularly and are informed of  
34 each district's activities.  
35

36 **C. APPROVAL OF MINUTES**

37 **C1) JULY REGULAR BOARD MEETING**

38 **It was moved by York and seconded by Smelser to approve the minutes of the July 8, 2022 Regular**  
39 **Board meeting as corrected. Motion carried unanimously.**  
40

41 **D. DEPARTMENT REPORTS**

42 **D1) FINANCIAL REPORT**

43 District CPA Mike Dobrowski presented July 2022 Month End Review. He and Mueller are preparing for the  
44 audit next month. He explained the "in transit timing differences" included in his report. It was noted at the  
45 Budget and Finance noted the check amount to Janet Grant is incorrect and will be adjusted.  
46

47 **It was moved by Smelser and seconded by Ganong to approve the financial reports for July 2022 as**  
48 **presented. Motion carried unanimously.**  
49

1 **It was moved by York and seconded by Smelser to approve payment of checks #32577- #32624 plus**  
2 **payroll and electronic fund transfers. Motion carried unanimously.**  
3

4 **It was moved by Ganong and seconded by York to approve the quarterly reports for July 2021 – June**  
5 **2022 as presented. Motion carried unanimously.**  
6

## 7 **D2) FIRE DEPARTMENT REPORT**

8 Fire Marshall Armstrong responded to questions raised last month about the status of the chipping program and  
9 agreement for medical services.  
10

11 Regarding chipping services, Armstrong acknowledged some missteps and suggested the best way to move  
12 forward is a re-set. He presented statistics on the clean-up days held this summer and the amount of material  
13 chipped and removed. All piles in Alpine have been addressed. NTFPD crews noted property owners may have  
14 hired other services that are stacking piles and assuming NTFPD will remove them. Those contractors need to  
15 remove those piles.  
16

17 Armstrong explained the process to request chipping. The same crews are also fire response staff. If there is an  
18 incident, they will be pulled from chipping to help fight fires. Armstrong reviewed the funding for chipping  
19 programs, which is different for the basin than for Alpine, because of grant requirements. Taxes collected from  
20 Alpine are used to fund services in Alpine.  
21

22 Staffing exceeds the agreement as the Alpine station now has paid staff 365/24/7. There is a line item in the  
23 ASCWD budget for fuels reduction. To that end, NTFPD's work has resulted in the ISO rating dropping from 7  
24 to 3.  
25

26 Discussion followed as the ASCWD/NTFPD agreement was clarified. Mueller explained the scope of services  
27 and compensation in the current contract. The contract can be amended but that should be discussed in Closed  
28 Session. Discussion continued regarding the terms of the agreement, practical application, and interpretation.  
29

30 Chief Whisler reported the contract only calls for the station to be staffed 150 days a year. But keeping it fully  
31 staffed is the right thing to do for the community. There are other instances where NTFPD delivers more than  
32 the agreement calls for.  
33

34 Whisler reported on calls responded to in the past month.  
35

36 Discussion continued regarding details of the ASCWD/NTFPD contract. The Board agreed to convene a Closed  
37 Session to review the contract and determine any recommendations for revisions.  
38

## 39 **D3) GENERAL MANAGER'S REPORT**

40 General Manager Mueller presented his report for July 2022. He reviewed projects and General Business items  
41 in the report.  
42

43 Data collection for the Master Plan has been completed. A draft Plan should be presented by the end of the year.  
44

45 The post office is experiencing nation-wide staffing shortages. If mail cannot delivered in a timely manner, it  
46 may be returned to sender. As a result, many customer's payments to ASCWD were returned. Mueller  
47 explained the challenges with tracking those payments and delays.  
48

1 OVPSD received two grants for forest fuels reduction work, including \$800,000 from Calfire to treat 150 acres,  
2 not all of which is on OVPSD property.. The forester they are using to identify areas to be addressed is also  
3 looking at ASCWD properties and will submit treatment plan. If ASCWD receives a grant from Calfire, it will  
4 cover the cost of the forester. It would have been more beneficial to submit a grant request with OVPSD  
5 because it would show a bigger impact, but the forester thinks ASCWD is in a good position.

6  
7 Mueller described the work being done with a property owner to reroute a sewer line. The owner will need to  
8 grant an easement to the District.

#### 9 10 **D4) OPERATION & MAINTENANCE DEPARTMENT REPORT**

11 Miguel Ramirez presented the Water/Wastewater report for July 2022. He reviewed maintenance and repairs  
12 addressed during the month. Ramirez showed photos of tree impacting sewer line that homeowner is going to  
13 deal with and repairs in process.

14  
15 Mueller noted that with so much construction going on in the valley this summer, staff is spending numerous  
16 hours working with contractors.

17  
18 The Park History report was in today's meeting packet. Revenues have gone up, but numbers are only slightly  
19 increased. Mueller is hearing good things as the perception is that the park is not as crowded this year.

20  
21 Mueller and Ramirez answered questions clarifying their reports.

#### 22 23 **D5) TTSA REPORT**

24 Representative Dave Smelser presented the report of the July 20, 2022 TTSA Board meeting. General Manager  
25 LaRue Griffin has resigned and the Board agreed to a separation package that includes Griffin consulting until  
26 March 20, 2023. Maintenance Manager Richard Pallante was appointed acting GM as a recruitment plan is  
27 implemented.

28  
29 Smelser reported charges were not filed against the woman who climbed the fence last month. Security  
30 measures are being reviewed.

31  
32 Ganong asked that TTSA meeting agendas and minutes be included in ASCWD Board packets. It was noted  
33 those documents are available online. A brief discussion followed regarding ASCWD's responsibility to its  
34 customers as regards TTSA. The TTSA Board makes independent decisions. That said, as noted above, each  
35 member agency appoints a representative. Smelser noted the upcoming rate study that could increase fees  
36 substantially. He will bring all pertinent information to this Board, which can offer comment either to Smelser  
37 or at TTSA meetings.

#### 38 39 **E. BUSINESS ITEMS FOR BOARD DISCUSSION & ACTION**

##### 40 **E1) LAFCO REQUEST FOR NOMINATION SPECIAL DISTRICT ALTERNATE LAFCO** 41 **COMMISSIONER**

42 Mueller noted Rick Stephens was appointed as a regular voting member of LAFCO, which opened the  
43 "alternate" seat. There were no nominations from ASCWD.

##### 44 45 **E2) TAHOE TRUCKEE SIERRA DISPOSAL CONTRACT**

46 **Discuss changes and updates to the TTSD contract; the proposed contract is updated from our**  
47 **current 1991 agreement. The proposed agreement eliminates the ability for residential trash**  
48 **services via single family curbside service or dumpster service provided for multi-family from self-**

1           **procuring services directly from TTSD. Discuss how to implement the administration fee to those**  
2           **customers that have contracted directly with TTSD and have not paid the District's**  
3           **administration fee in the past**

4 Mueller presented the August 5, 2022 staff report and the first draft of the revised TTSD contract. He noted that  
5 since the agreement was last addressed in 1991, there are many changes to be considered. There are 141  
6 residential units (approximately 21% of ASCWD customers) that self-contract for trash service because at one  
7 time TTSD classified condominiums as commercial and not residential. Mueller described the staff time that  
8 goes into negotiating and administering contracts, which those self-contracting benefit from. In addition, the  
9 District contract with TTSD provides for green-waste pick-up, Christmas tree drop-offs, and other special  
10 services in the Valley. Mueller estimates the value of those services to be approximately \$100,000 per year and  
11 if those self-contracting did not pay into the cost, other owners would pay approximately 20% more.

12  
13 Discussion followed regarding the current contract and proposed revisions. Mueller clarified the ASCWD  
14 charter includes water, sewer, and trash. The three local entities that have trash included in their charter are  
15 ASCWD, OVPSD, and Northstar CSD, which allow for negotiating special rates with TTSD.

16  
17 The topic was open to public comment.

18  
19 Steve Hoch from the River Run Condominium Association feels there is no benefit from the ASCWD contract.  
20 He stated it is inappropriate for ASCWD to impose a fee after a long-standing precedent of HOAs to self-  
21 contract for services, which River Run has been doing since the early 1980's. If there was an actual cost savings  
22 and/or benefit to the Association, the fee may be acceptable.

23  
24 Steve Kastan representing another HOA which does not self-contract, ASCWD handles their trash service. He  
25 has 1 dumpster for 24 units and feels the Association would benefit from a reduced fee for trash pickup  
26 services. .

27  
28 Public comment was closed. Discussion followed clarifying the HOA issues and District-negotiated rates with  
29 TTSD.

30  
31 There was consensus that TTSD mis-classified HOAs as commercial rather than residential. Self-contracting for  
32 trash services should not continue. That said, if that practice continues, the Board agreed the ASCWD  
33 administration fees should be equally shared among all customers.

34  
35 Discussion continued as details of the proposed contract were clarified and suggestions made for revisions.  
36 Mueller will update the document and bring it back to the Board for action. He will reach out to the  
37 condominiums to see if there is a way the District can help reduce their costs.

38  
39           **E3)   FY 2021/2022 GOALS & OBJECTIVES**

40 Mueller presented the updated FY 2021/2022 Quarter 4 goals and objectives spreadsheet, incorporating  
41 comments from last month's Board review.

42  
43 **It was moved by York and seconded by Smelser to approve the FY 2021/2022 Quarter 4 Goals and**  
44 **Objectives spreadsheet. Motion carried unanimously.**

45  
46           **F.   COMMITTEE REPORTS**

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

1 Grant presented the report of the August 11, 2022 Committee meeting, including the Treasurer’s Report. It was  
2 determined that as a public agency, ASCWD cannot invest in the Vanguard Short Term Inflation Protected  
3 Securities Fund.  
4

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

6 This Committee did not meet.  
7

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

9 This Committee did not meet.  
10

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

12 This Committee did not meet.  
13

14 **E. FUTURE AND OPEN AGENDA ITEMS**

- 15 • District Audit of FY 2021/2022 – the audit will begin mid-September  
16

17 **F. CORRESPONDENCE TO THE BOARD**

18 Two letters were received. Both were requests to purchase a pass to the park. The policy will not be changed for  
19 this year, but the Park, Recreation & Greenbelt Committee will consider the requests at its next meeting.  
20

21 **G. CLOSED SESSION**

22 Closed Session was not convened.  
23

24 **H. DIRECTORS’ COMMENTS**

25 Smelser observed a family sending a young girl over the fence at the park to open it for the rest of the family.  
26 Something more secure needs to be considered.  
27

28 The Board agreed a Closed Session regarding the NTFPD contract should be convened.  
29

30 **I. ADJOURNMENT**

31 There being no further business to come before the Board, the meeting was adjourned at 12:26 PM The  
32 next regularly scheduled Board meeting is Friday September 9, 2022 at 9:00 AM.  
33

34 Respectfully Submitted,

35 Judy Friedman

36 Recording Secretary

37 THE PAPER TRAIL SECRETARIAL & BUSINESS SOLUTIONS  
38