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3 **ALPINE SPRINGS COUNTY WATER DISTRICT**  
4 **MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING**

5 Pursuant to notice given, the regular meeting of the Board of Directors, Alpine Springs County Water District, was held Wednesday,  
6 April 16, 2003 at 8:30 a.m., District Board Room, 270 Alpine Meadows Road.

7 **1. CALL TO ORDER**

8 President Bass called the meeting to order at 8:35 a.m.

9 **PLEDGE OF ALLEGIANCE**

10 Those attending joined in reciting the Pledge of Allegiance.

11 **ROLL CALL**

12 Directors Present: Tom Bass, President; Janet S. Grant; Barbara Danz; Tony Stefani,  
13 vacancy – 1.

14 Director Absent: none

15 Staff Present: John Shaw, P.E. of John Shaw Consulting, LLC, District General  
16 Manager; Pam Zinn, Recording Secretary.

17 Guests Present: Bric Haley/Resident, Virginia Quinan/JMA; Peter Everington/Resident;  
18 Sandy McPherson/Alpine Meadows Ski Area, Bric Haley/Resident, Merritt

19 Cutten/AMGRC, Chief Duane Whitelaw.

20 **2. PUBLIC PARTICIPATION**

21 Peter Everington commented that Bric Haley's should resign. He also expressed his  
22 dissatisfaction with the Sprinkler System Ordinance, and feels there is no need for a Fire  
23 Truck in Alpine Meadows and feels the District should "scrap" the Engine; cut costs, not  
24 increase costs.

25 Virginia Quinan mentioned the Agenda for today's meeting was not on the web site and  
26 said the workshop on April 26<sup>th</sup>, 2003 was not mentioned in the recent newsletter.

27 Manager Shaw responded to Virginia Quinan that the workshop is in the recent  
28 newsletter and the reason the Agenda was not on the website was due to problems with  
29 the website.

30 **3. CONSENT CALENDAR - MOTIONS**

31 Director Danz requested to take all items off the consent calendar for discussion.

32 **a. March 10, 2003 Board Minutes**

33 Discussion: page 1, line 41: remove "there are no missing dollars";

34 Page 2, line 22: after Assistance Grant insert "potentially available";

35 Page 2, line 23: after House change to "and/or Auto Extraction";

36 Page 2, line 24: near the end of the sentence remove "and" after "apply." and end the  
37 sentence and capitalize "There" to start the next sentence.

38 Page 2, line 50: change "like" to "similar", and change "but broader in range" to "more  
39 general in nature".

40 Page 3, line 3: change to "Members should consider attending if the funds are available"

41 Approved Minutes as Amended, without objection.

42 **b. Monthly Financial Report**

43 Discussion: Director Danz asked that we mark all items on the check register that have  
44 been sent out prior to Board Meeting next month even though three Board Members  
45 (one from Budget & Finance Committee) and the General Manager signed them off.

46 The check register included items that were approved at last months Board meeting and  
47 the Districts confidentiality policy requires the District not to include the names of people  
48 who are delinquent.

49 Approved Monthly Financial Report and Check Register with the exception of checks  
50 approved last month, without objection.  
51

1 **4. CONSENT CALENDAR-RESOLUTIONS/ORDINANCES**

2 a. None.

3  
4 The Board moved ahead to the Greenbelt Report due to Merritt Cutten's need to leave the  
5 meeting.

6 **6. COMMITTEE/DEPARTMENT REPORTS**

7 **i. Greenbelt Commission** – There is no documentation on the roots of the Greenbelt  
8 Commission therefore memory is the best bet. Betty Cutten knows the most about the  
9 Greenbelt and said there is Section 4 (company that developed Alpine Meadows  
10 Estates), gave the deed to water district (for land property) and Betty remembers it was  
11 legally ok for ASCWD to hold the land but not act as a realtor, etc. If anyone has  
12 memory or documentation regarding the Greenbelt Commission please contact Merritt or  
13 the District Offices.

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15 **5. ITEMS FOR BOARD DISCUSSION & ACTION**

16 **a. STATUS OF DIRECTOR HALEY'S DIRECTORSHIP**

17 Bric Haley has resigned from the Alpine Springs County Water District Board of  
18 Directors effective April 15, 2003 but will re-run during the next special election.

19 **i. RESOLUTION 4-2003 CALL FOR SPECIAL ELECTION**

20 Director Grant made a MOTION to approve Resolution 4-2003.

21 Director Danz seconded the MOTION.

22 Unanimously Approved.

23 **b. PRESENTATION BY THE CENTER FOR COLLABORATIVE POLICY REGARDING**  
24 **STRATEGIC PLANNING**

25 Lisa Beutler, Associate Director gave a brief presentation (including a handout)  
26 discussing Stakeholder Input into decision Making Using Strategic Planning to Inform  
27 Action. (Copies of the Handout are available for review at the District Office).

28 **c. RENEWAL CONTRACT WITH CENTRATION FOR GOVERNMENT MANDATED**  
29 **COST REIMBURSEMENT**

30 Review of contract. Director Danz proposes a one year contract vs. a 5 yr. contract and  
31 asked if there would be any early termination fee and would like the answers by the next  
32 Board Meeting and also asked if District staff could do this. No action taken.

33 **d. PROPOSAL FOR GRANT WRITING SERVICES**

34 May 9<sup>th</sup> is the deadline for the Grant (watershed management) and would like to insert  
35 into the proposal not to exceed basis vs. actual hours worked.

36 Director Danz made a MOTION to accept the proposal from Beth Christman with the  
37 change that Alpine Springs County Water District will be billed actual hours worked, but  
38 not to exceed \$3,430.00.

39 Director Stefani SECONDED the MOTION.

40 Unanimously Approved.

41 **e. GREENBELT COMMISSION**

42 There was no discussion.

43 **6. COMMITTEE/DEPARTMENT REPORTS**

44 **a. Fire Committee**

45 Resident Training is continuing; discussion of annexation with North Tahoe Fire, no  
46 action taken

47 **b. Fire Dept. Report (Chief Whitelaw)**

48 RFP for smoke alarms – received two responses the deadline is close. The second  
49 FEMA Grant Application is being processed; the first one was for SCBA's (self contained  
50 breathing apparatus) which require a 10% match (which Manager Shaw will include in  
51 the 03/04 budget). Applied for a new type 1 engine (\$360K) which requires a 10% match

1 (from Alpine Meadows Fire Dept.) but the Chief said AMFD has the option of turning  
2 down the Grant if we want.

3 The Board took a 20 minute break from 10:10 a.m. to 10:30 a.m.

4 **c. Park Committee Report (President Bass)**

5 Director Grant made a MOTION to approve funding of items #1 (software upgrade and  
6 wiring to the office \$2,450), #2 (TOPO to correct drainage problem, less than \$600), and  
7 #3 (placement of a Rock Island)

8 Director Stefani SECONDS the MOTION.

9 Discussion: Director Danz made an AMENDMENT to the MOTION to approve item #2  
10 only (TOPO), delay the software upgrade and rock island until legalities have been  
11 determined, but noted she was against the Rock Island.

12 Director Danz proposes we TABLE the MOTION one month.

13 Director Stefani SECONDED the TABLED MOTION.

14 Unanimously Approved

15 Director Danz made a MOTION to approve the revised policy 6.1.0

16 MOVED Without Objection

17 **d. Personnel Committee (Director Grant)**

18 Employee Policy Manual was reviewed and is being revised to bring it up to date and  
19 should be ready to present to the Board in June.

20 Employee raises- it was discovered in reviewing the current manual that it is the  
21 managers privilege/responsibility when it comes to authorizing employee raises.

22 General Manager Contract is being clarified in several areas and should have the new  
23 contract ready for Board review in June.

24 Employee Performance Evaluation (closed session) will be handled at the end of the  
25 meeting.

26 **e. Administrative Committee (Director Stefani)**

27 Draft Record Retention Policy – this was deferred to staff to review the Squaw Valley  
28 Policy and advise which items affect this District and get back to committee with their  
29 recommendations.

30 PCLAFCO Questionnaire – this was sent to Counsel and they responded on 4-15-03.

31 Director Danz made a MOTION to approve/amend Policy Number: 4.8.0 “Meeting  
32 Minutes” amending item #5 at the end of the first sentence to say “if available”.

33 Director Danz made a MOTION to approve/amend Policy 4.3.0 “District Practices and  
34 Conduct” amending item 7. and item 8. the last sentence to say “if available”.

35 Without Objection, so ordered.

36 **f. Budget & Finance Committee (Director Danz)**

37 Bill Paying Policy 2.1.0 is being deferred until the next Board meeting until all research  
38 has been done and a policy will be developed based on the results of the research.

39 Policy 2.2.0 Board Pay Approval

40 This item was sent back to committee for revisions.

41 Most of the delinquent accounts are more than 180 days old, and reminder notices go  
42 out after 90 days with interest charges included. After 120 days of non-payment the  
43 District shall send all delinquent accounts to the Placer county Tax collector for  
44 collection. The District will be reimbursed 99%; Placer County keeps 1%, but pays on a  
45 quarterly basis.

46 Policy 2.5.0 Delinquent Accounts Policy

47 Director Danz made a MOTION to approve in principle that when a bill becomes past  
48 due an administrative charge and finance charge will be added and that at a certain  
49 amount past due the bill will be sent to county collections.

50 Director Grant SECONDED the MOTION

51 Unanimously Approved.

1 **g. Managers Report**

2 TTSA Meeting of Feb. 12, 2003 – Discussion involving agency land being utilized by  
3 public agencies. The Board is divided on regarding other public uses of agency lands.  
4 For example easements, land swaps or actual sale of property. No other significant  
5 events took place.

6 District Base Map vectorization has been completed and manipulated into a useable  
7 format.

8 GIS system maps is a lengthy process and has discussed potential financing options  
9 with Delta Engineering who will put together a proposal for construction and  
10 implementation of the system within a few months with a lease payment structure. This  
11 will bring the District forward to a position of electronic tracking of almost all features of  
12 District operations including customer accounts, historical system conditions, facility  
13 condition and maintenance history and facility material specifications.

14 Watershed Management Plan/Collaborative TMDL – we have received a proposal from  
15 a local grant writer with significant environmental experience to write grant applications  
16 for the watershed management plan.

17 Placer County Water Authority (PCWA) Financial Assistance Program – Manager Shaw  
18 made a grant application to the PCWA for a \$20,000 grant for the development of a  
19 water conservation plan.

20 **h. O & M Department Report**

21 Review of the water and sewer report – currently meeting state and federal standards  
22 and the districts at -21% of production.

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24 **8. CORRESPONDENCE TO THE BOARD**

25 Virginia Quinan, Gail Cudren and Wendell Ulberg letters have been resolved.

26 **9. DIRECTORS COMMENTS**

27 Director Stefani mentioned that he would like a yellow sign on the entrance to the District  
28 that notifies residents when the system is being chlorinated and posted on the web site,  
29 if available. Kent Hoopengardener's resigned as GM of Alpine Meadows Ski Area and  
30 they will be closed for one month a week after closing, Hoopie's last day will be May 31,  
31 2003. Interviews will be on May 29<sup>th</sup>, 2003.

32 Director Stefani then responded to comments about the Alpine Meadows Fire  
33 Department (specifically the fire at Mickey's where AMFD was last to arrive) made by  
34 Peter Everington: This is a volunteer department with three active volunteers who this  
35 valley depends on. If North Tahoe Fire staffs AMFD we will have 24/7 staff. Most calls  
36 are medical not fire. Rumors have been going around this valley as to the costs to the  
37 homeowners if AMFD was to annex with NTFPD which are much higher than actual  
38 costs to the homeowners. Some people have been saying that it would cost \$600 more  
39 in taxes, but the truth is that it would be more like \$80-\$100 per year. You can protest  
40 the sprinkler ordinance on additions. But there will be no tolerance on new construction.  
41 Peter Everington commented that he is in the financial services business and feels  
42 personally that everyone should have financial advice and we should all pay him lots of  
43 money for it, and if you are in the fire business then you want the best fire protection  
44 available but feels that since this is a small mountain community and people come  
45 here to get away, and do not want to be forking out these huge expenditures and feels  
46 that it isn't needed or wanted in this community. Director Stefani responded by saying  
47 we are talking about lives here and that at times we could be an isolated community, but  
48 the Board doesn't make the decisions; it will go to the voters for decisions. Director  
49 Grant comments that committee appointments need to be done to fill Bric's vacancy.  
50 Director Bass will fill in for Bric as Director, Bric Haley will continue on with Fire  
51 Committee and Budget & Finance as a member of the public.

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**7. CLOSED SESSION**

The Board went into closed session at 12:35 p.m. under California Government Section 54956.9 – Anticipated Litigation and California Government Code Section 54957 – Public Employee Performance Evaluation (General Manager).

The Board returned at 1:15 p.m. and no action was taken.

**10. ADJOURNMENT**

There being no further business before the Board, the meeting was adjourned at 1:15 p.m.

Respectfully Submitted,

Approved as Amended 5-9-03

Pam Zinn  
Recording Secretary