

1 from you (Manager Shaw) after the recent involvements which are very important
2 communications to the Board. Vice President Ulberg then said this was his Point of Order.

3 **3. PUBLIC PARTICIPATION** (Please limit to 5 minutes)

4 Virginia Quinan questioned why we have delayed the minutes. President Grant responded
5 because we have guests here. Comments from Virginia Quinan regarding the minutes that we
6 have not approved from April 20th a Special Board Meeting was called and in the Board meeting
7 it was stated that this was a personnel matter however it was moved by Director Bass to outsource
8 our accounting function and seconded by Director Haley and was unanimously carried by the
9 Board. She then stated she received two reports; one is that this was not a personnel matter, it is
10 just the removal of a position; on the other you caution your Board to be quiet because this is a
11 personnel matter. Virginia Quinan didn't feel that you could have it both ways and felt that the
12 Special Meeting of the Board should have been open meeting dealing with the accounting
13 function. Virginia Quinan stated that the Board and General Manager by outsourcing the
14 accounting function effectively eliminated Carol Dal Bons position in what I (Virginia Quinan)
15 consider a manner totally lacking sensitivity, respect and humanity. She was not given notice;
16 she was not given an opportunity to retrain, or to fill in another position in the District. I have a
17 question about whether her golden handshake was adequate after 22 years of faithful service and
18 would be interested to know how this effects her retirement; obviously I can't get the answer to
19 that because it is confidential. Question I have is who is making the decisions here? John Shaw
20 (Manager Shaw) claims the Board makes the decision, he just provides the information. This I
21 (Virginia Quinan) question. The Board says they do not want to micromanage; it appears to me
22 that John may be micromanaging the Board. John does not live in Alpine, he does not drink our
23 Alpine Springs water on a routine basis, and he does not know what is important to the
24 community. I actually question whether the Board knows what's important to the community.
25 We want a reliable supply of unblended sweet pure alpine water. We do not want or need a 21st
26 century monument to either John Shaw or the Board of Directors. The 21st century may be
27 technology but it is also Arthur Anderson Accounting and Enron Corporation. Virginia Quinan
28 went on to quote an article from the New York Times that the Enron scandal is a cautionary tale
29 of the perils of a Board that did not stand up to management. She then stated she felt that the
30 Board of Directors re-think their priorities and responsibilities and not to comply with whatever
31 the management presents to you. She then stated she has seen this happening in the last few
32 sessions and that this has been very distressing. She also said we have a nice water system that
33 we enjoy the smallness of it and doesn't feel that the general community is really that interested
34 in racing into the 21st century and she sees that happening and also sees people being dismissed or
35 replaced that she really questions and is very disappointed in the Board. President Grant thanked
36 Virginia.

37 Barbara Northrup commented that Virginia just about said it all. Barbara then noted that she had
38 recently dealt with a similar situation where a 19 year employee of the District that she is on the
39 Board with and that she was the only one who voted against it. She feels someone should
40 question what is going on. Carol was the continuity here, we have a new manager what does he
41 know? He has been in Reno for years as I understand it, maybe I am wrong, correct me if I am.
42 You outsourced now and replaced Carol for nebulous, I guess reasons. The other District Barbara
43 was thinking about, some of the things that were blamed on this lady, found out that maybe it
44 wasn't her fault, maybe it was the manager's fault. We have gone through two managers here
45 (ASCWD) in the last few years, although Tom was here for a long time, but there is a need for
46 some continuity, and Carol was your continuity. Barbara then addressed President Grant stating
47 even she had not been on this Board as long as Carol has worked here, and asked President Grant
48 to correct her if she is wrong, President Grant answered close. Barbara then said well we have
49 some continuity here. Barbara stated that she understood that there was a move to blend the well
50 water from the wells that Alpine put in several years ago for snowmaking. I understand that

1 probably the water will have to be chlorinated as a result. We've had pristine water in this valley
2 for years and have rarely had to chlorinate. Years ago there was a movement to let the Tahoe
3 City PUD annex the District. Everyone wanted things left the way it was. We had a local
4 Manager for a while and everything was done locally which we were very proud of. All of a
5 sudden, I don't know what kind of a storm you Director's see up there but this plane has taken a
6 180 degree turn back the other way. Outsourcing a lot of the things we hold dear to our hearts
7 here. I hope we have a very experienced crew on Board to get us through this. I hope that maybe
8 we will have a chance to turn around and go back the way we were going before. Barbara feels
9 this is a travesty to have our water do what they have done recently. Barbara begged everyone to
10 think again about what is happening to Alpine Meadows and the Alpine Springs County Water,
11 it's really important to a lot of people, more and more people live here all the time, especially the
12 water. It is so pure, it could be bottled and sold. If well water was mixed with it we would have
13 the odor, the stench of chlorine, it won't be the same. I understand you have requests from
14 Alpine reasons to do this but you have to look at all sides. This is a lot on your plate to deal with
15 all these changes at once. President Grant thanked Barbara and noted she appreciates both of
16 their comments. Virginia Quinan noted to President Grant that Sam Quinan was not part of the
17 Board package and that he sent it in last Friday. President Grant responded, no it is not on the
18 agenda. President Grant told Virginia Quinan that everyone has been copied on it. Manager
19 Shaw said it was correspondence to the Directors. Virginia Quinan asked how can send it so it
20 becomes part of the record. Manager Shaw told Virginia Quinan that he can request that it be
21 made part of
22 an official record of an agenda. Vice President Ulberg said that all correspondence is listed as an
23 item on the agenda. Manager Shaw said that they get General Correspondence to Board the all
24 the time and it is put in each Directors manila folder but doesn't become part of the agenda unless
25 it is requested. Vice President Ulberg said he would not testify to all correspondence be put in
26 the Board package but. Virginia Quinan cut in and requested that this be part of the Board
27 Record, President Grant said we could put it on the agenda for the next meeting. Virginia Quinan
28 asked Board Secretary Pam Zinn if she had a copy of Sam's letter, Board Secretary Pam said yes.
29 Vice President Ulberg said that the letter was addressed to the Board, President Grant and
30 General Manager; Vice President Ulberg says this suggests this is a business item that should be
31 under correspondence since it was also addressed to Manager Shaw. Virginia Quinan asked the
32 question again as to how letters in the future should be addressed to be on the agenda. President
33 Grant said to say we would like to have this on the Board agenda. Vice President Ulberg then
34 questioned President Grant if we have a new change of policy on correspondence that comes into
35 this District office? President Grant said it is not a change of policy. President Grant said she
36 did not know of a policy regarding correspondence but that in the past the District has not put all
37 correspondence on the Agenda. Vice President Ulberg said it a letter is addressed to the
38 President, Board, and General Manger that would suggest to me that it should be in the Board
39 package. President Grant acknowledged Vice President Ulberg's comment.

40 President Grant moved to item 4.1

41 **4. FINANCIAL REPORT**

42 *4.1 Presentation by Michael J. Dobrowski, CPA*

43 Michael Dobrowski provided a brief report showing progress on accounting function and major
44 projects to complete before the fiscal year end. Report included setup of the new payroll system
45 and direct deposit for employees; conversion of the current DOS based accounting software to
46 QuickBooks Pro 2002 and established the chart of accounts; verified major cash accounts with
47 Placer County; ran the first accounts payable; set up new checking and investment accounts.
48 Major projects to complete are inputting historical data for financial statement presentation;
49 improve management reports, set up budget for 2002-2003 fiscal year; reconcile all accounts and
50 prepare work papers for auditors; begin annual billing process and reconcile accounts receivable.

51 President Grant requested a payroll report in which Michael Dobrowski said he will provide a

1 payroll report. President Grant asked if the budget information will be ready before the
2 beginning of the next fiscal year. Michael Dobrowski said this would not be a problem. Manager
3 Shaw stated he is working closely with Michael Dobrowski and as soon as the District Budget is
4 set up, then Mike will build a chart of accounts around the budget items that have been delineated
5 by the District. Barbara Northrup questioned if the transfer of accounts was reserves that were
6 being moved into Prudential. President Grant stated that these were cash accounts for operations
7 and asked Manager Shaw to confirm. Manager Shaw said there is no cash account there is no
8 capital reserve account as such with Placer County. There were two accounts set up with Placer
9 County, we do not know why; we have requested information from Placer County, but they have
10 not responded to our request as of yet. Placer County doesn't provide us with any accounting of
11 the assets we have unless specifically requested by the District. Director Leininger wanted to
12 verify if the accounts that were transferred was the operating account. Manager Shaw said that
13 this was the account that we were operating from under the assumption that there was a division
14 of accounts and that there actually is not. The general fund money was decided at an earlier
15 meeting to be moved from Placer to Prudential in which Manager Shaw stated that \$40,000 was
16 moved from Placer to Prudential and another \$150K was moved later. The capital money was to
17 remain with Placer. There was no real delineation between the Capital Account and the General
18 Fund account. President Grant stated that we do keep our own accounting for our Capital
19 Projects and one that shows the cash. Vice President Ulberg stated that it is our responsibility to
20 keep records of our own accounts. Manager Shaw agreed and stated that in order to get any
21 reports from Placer they do need to be requested by the District. Director Haley then stated that
22 we have no ability to reconcile with Placer. Manager Shaw confirmed. Director Haley asked if it
23 is our intention to transfer all funds from Placer to another institution that has better accounting.
24 Manager Shaw said this would be his recommendation. Vice President Ulberg asked how LAIF
25 was in regards to this, and Manager Shaw said there is no substantial money with them that LAIF
26 has not been on his radar screen and that since most of our money has been with Placer this is
27 where his focus has been. Director Ulberg wanted to know what department handles this;
28 Manager Shaw stated that it is Auditor/Controller Office and Vice President Ulberg wanted the
29 name of the contact there. Questions from Virginia Quinan came up as to policy regarding
30 capital reserves. Manager Shaw stated that it is 5% for facilities and equipment and equates to
31 about \$150K. It is set aside for unexpected financial problems. Barbara Northrup questioned
32 why the full financials are not included in the Board Package. President Grant stated that in the
33 past there has been information included in the Board Package and that this is public information,
34 but since we are in a transition at this time the information is not included in this package but will
35 be available very soon and that this was explained earlier. Virginia Quinan then questioned
36 Manager Shaw if QuickBooks would show what we have available for Capital Projects that we
37 have projected and wanted to know if this would be available next month. Manager Shaw said
38 yes. Barbara Northrup wanted to know if the old system worked for the last three managers.
39 Michael Dobrowski had to refer that to Manager Shaw since he was not here. Virginia wanted to
40 know if QuickBooks is so easy to use then why they didn't do this five years ago. Michael
41 Dobrowski couldn't answer the question, but stated that this is why Manager Shaw is trying to
42 get the accounting function up to speed. The annual upgrade is about \$1500 for QuickBooks.
43 Vice President Ulberg questioned Michael Dobrowski about how difficult it will be to transfer.
44 Michael J. Dobrowski said that the set up is hard as far as mapping the chart of account and that
45 the work was very detailed. There are 200 chart of accounts which Michael J. Dobrowski would
46 like to simplify. Director Ulberg wanted to know who the decision maker was as far as reducing
47 the chart of accounts. Manager Shaw said that the chart of accounts and the budget must match.
48 Budget and Finance Committee will decide if it is too detailed or not. Reviewed how bills will be
49 paid, deposits will be made by the District (Pam Zinn), checks and balances. Prudential is FDIC
50 insured up to 100 million dollars, and all decisions have not been made regarding the transfer of

1 the balance of funds. Cost to the District in comparison to the way it was before is \$3100 per
2 month and it cost twice that monthly to pay for accounting with benefits.
3 A motion was made by DIRECTOR HALEY and SECONDED by DIRECTOR LEININGER to
4 approve accounts payable in the amount of \$21,109.79. UNANIMOUSLY APPROVED.

5 **5. PROPOSAL PRESENTATION**

6 *5.1 McDonald, Carano, Wilson, McCune by Matt Addison*

7 Proposal was given by Matt Addison regarding Legal services. This was brought up due to the
8 fact that Paul Chamberlain the Districts current legal advice will be retiring in about two years.
9 Matt Addison discussed the current situation and stated that he will meet with Paul Chamberlain
10 at no charge and that there would not be any conflicts of interest. Matt also has water experience
11 and will meet with Paul Chamberlain to learn from him at his convenient. Matt will take CLE
12 courses in California to make this a seamless transition when Paul Chamberlain retires.

13 Questions regarding bids from other Lawyers, and Manager Shaw said not at this time.

14 **7.2 STATUS REPORTS-7.2 AMFD Report**

15 included; Review of Placer Tahoe Dispatch Report for April 2002, 15 alarms in valley, 8 were
16 transports, 4 were medical aid, 1 vehicle accident and 2 were medical aid where emergency
17 medical dispatch was provided by the 911 center. Chief Whitelaw met with John Moberly from
18 Squaw Valley Board who is the Special District representative on LAFCO. The LAFCO Board
19 agreed to move forward with a consultant they have hired to scope out the work on a municipal
20 services study and sphere of influence study in three areas of Placer County. One is the East
21 Side, Granite Bay Area and another being those parts of Placer County being covered by
22 incorporated cities like Rocklin, Roseville, Lomis and Lincoln. Part of this study is to get an idea
23 of what it will cost the County to hire the consultant that will be doing the work. This consultant
24 should be on-Board by August 2002. Billing would be part of the LAFCO budget, then LAFCO
25 bills all local government entities within the County share cost based on prorated of budget size
26 will contribute to the cost of the studies. The first study should be done by early summer, and
27 starting in August the second consultant will start and should be done in 60-90 days. LAFCO
28 made it very clear that they could only afford to do a basic level municipal services study and if
29 something else comes up that requires a higher level of detail in the municipal services study
30 then that cost would have to come from the project applicant. This program has been in place for
31 2 years. This has not been done in Placer County before, and in January 2001 the State of
32 California made a law that reorganization of any kind could not occur until the baseline municipal
33 services study was done and that the work had to be done in 5 years and here 18 months into the
34 five years the county has not done anything with it. Fire Committee Report referred to Bryce
35 Keller for further information about why this is important. Fire Suppression System Ordinance
36 discussion included any remodels 600 sf and above requires fire alarms. Suppression results in
37 this valley are not very good. Sprinkler systems can drastically reduce damage and save lives.
38 Smoke kills people before flames arrive. Current code requires smoke detectors or alarms to be
39 put into new construction and networked so all alarms go off if one goes off. It takes one gallon
40 per minute (3 firefighters per 250 gallons) to put out a fire in a 2500 sf home. Deadwood cleanup
41 on greenbelt lands can be cleaned up by adjacent property owners, there is a policy in place in
42 addition you can apply for a fuel reduction permit outside of property boundaries. Chipper
43 program is available for individuals by calling NTFD. There is no date set for the publication of
44 Alpine Meadows Disaster Plan. Current standards require smoke detectors in all sleeping areas
45 but this is getting ready to change. Bryce Keller recommended waiting to see what Placer puts
46 into place first since they may cover District issues. Public hearings will be in Nov.2002 and if
47 no action is taken 12 months from the time Placer County Ordinance is put into effect then the
48 District would operate under the same ordinance as Placer County. Or if we adopt the fire
49 ordinance

50 prior to Placer County Ordinance implementation in Jan. 2003, then we would have to re-file
51 within 12 months of Placer County Ordinance. Discussion of the firehouse resident program and

1 some options to improve service levels after current tenant moves out. 80% of all alarms in the
2 valley are medical related. Increase definition of job duties and possible trial period for 10 weeks
3 with staffing 24-7 from NTFD or combo with AM Volunteer fire dept. The area is getting more
4 expensive to live and younger people can't afford to live here so as the community is getting
5 older, EMS is crucial.

6 The Board took a break at 11:45am and reconvened at 12:00 pm

7 **6. MANAGER'S REPORT**

8 *6.2 SCADA project update*

9 Managers report included comparisons of wireless internet companies Lake Tahoe On Line
10 (LTOL) and Great Basin Internet Services (GBIS). If ASCWD was to pull out of the contract
11 with GBIS after one year, 2/3 of the provisions would be credited back. In comparison to the
12 service provided by LTOL which costs less but is not a direct signal to repeater, instead it goes
13 from home to home to home to the repeater but if LTOL provided the same service as GBIS the
14 cost would be about the same. Compare services vs. cost to constituents. Agreed to evaluate
15 wireless services using Eric Sandel to generate questions and evaluate the two companies.
16 Manager Shaw also noted that SCADA is moving along as planned, nothing new to report and is
17 on budget.

18 **7.1 STATUS REPORTS-7.1 Water/Sewer Report (April 2002)**

19 Discussion included; review of the water sewer report and why we are losing water through
20 sewers during runoff time.

21 **8.1 COMMITTEE REPORTS-8.1 Budget & Finance Committee**

22 *8.2 Fire Department Committee(covered during status report)*

23 Discussion Included; other areas of Lake Tahoe are promoting conservation of water use whereas
24 ASCWD has been providing discounts for water use. In the past there has been plenty of
25 water but due to new development and landscaping the need for water has increased. Some
26 discussion of discontinuing the irrigation meters, after review of budget. Discrimination of
27 commercial vs. residential for use of irrigation meters isn't okay. Director Leininger said in 1994
28 a resolution was passed to charge \$2.00 per 1,000 GAL but was never raised. MOTION was
29 made by DIRECTOR BASS and SECONDED BY DIRECTOR LEININGER to eliminate the
30 preferential irrigation rate. VICE PRESIDENT ULBERG TABLED the MOTION. Vice
31 President Ulberg recommended the committee to go back and come up with a real plan. There is
32 no justification or documentation on water usage, there is anecdotal comments, no professional
33 projections on water usage.

34 **9. REVIEW OF FISCAL WATER/SEWER DEPARTMENT OPERATION**

35 *9.1 Investment Policy Review (Resolution 17-2001)*

36 Manager Shaw has supplied information for review only to add First Independent Bank (FIB) and
37 the Districts current Investment Policy. Vice President Ulberg noted that this is something that
38 should be brought up to the committee not the Board of Directors and should be supplied in the
39 committee reports. Since no action is required on this item Vice President Ulberg noted that this
40 should be presented to the Board in a memo form with the Board package noting this was
41 reviewed in prior months.

42 **10. ALPINE SPRINGS COUNTY WATER DISTRICT STAFF SAFETY MEETING**

43 *10.1 Review Minutes for April 23, 2002 Staff Safety Meeting- no comments by the Board.*

44
45 **11. ITEMS FOR BOARD DISCUSSION/ACTION**

46 *11.1 Board of Directors Policy of Operation – discussion included; Operations of the Board*
47 *and their relationship with the General Manager and all feel that a workshop for the Board of*
48 *Directors to find out the expectations of the BOD and how to operate. A meeting of the Board of*
49 *Directors was scheduled for 5/15/02 to discuss the expectations of each Board Member policy of*
50 *operations, with a 2 hour limit and if everything isn't covered in this meeting then another*
51 *meeting can be scheduled.*

1 11.2 Board of Directors approval of hire contract with Pam Zinn – MOTION was made by
2 DIRECTOR BASS and SECONDED by DIRECTOR LEININGER to approve hire contract with
3 Pam Zinn. Vice President Ulberg discussed item 5.1, Addison Report, discussion included
4 possible review with other Counsel in California vs. Nevada firm. Some Counsel with special
5 District experience. Current Counsel didn't find any trouble with a Nevada Law firm and had no
6 other suggestions for Counsel. Develop evaluation criteria for other Law firm presentations.
7 Should a committee handle this and then bring to the Board. Vice President Ulberg said he
8 would present at least two more attorneys and/or law firms. President Grant asked how he
9 wanted to go about this, will Vice President Ulberg do the presentation or give Manager Shaw
10 their names to contact, and what format for presentation. Vice President Ulberg was not
11 comfortable with Litigation vs. Counsel and it was decided that Vice President Ulberg would
12 supply Manager Shaw the names of Law Firms and/or Counsel and he would contact them for a
13 proposal. Director Leininger recommended getting some recommendations from Paul
14 Chamberlain, current Counsel. Director Haley said a written letter of communication addressing
15 our interest and concerns and possibly a personal Presentation. Somewhere during this there
16 needs to be a meeting of the minds with Manager Shaw and the individual(s) as this is one of the
17 most important components. The Board could then digest the written materials, listen to
18 presentations and then listening to a presentation from Manager Shaw and how he feels about the
19 rapport he has with Counsel.

20 11.3 Internet contract with Great Basin Internet Services and Lake Tahoe On Line, details as presented.
21 (this was covered under the managers report discussion.)

22 **2. REVIEW AND APPROVAL OF MINUTES**

23 **2.1 Approval of Minutes- April 12, 2002**

24 MOTION was made by Vice President Ulberg and SECONDED by Director Leininger to
25 approve the minutes as corrected of the April 12, 2002 meeting. Discussion included the
26 following corrections: Page 2, line 15 MOTION was made by Director Bass not President Grant;
27 Page 4, line 2 should say NLTRA offer to fund Squaw Valley PSD, not Squaw Creek offer to
28 fund.; Page 5 line 28 should delete the (4500 sq. ft.) after homes, and remodels/retrofits should
29 say (3600 sq. and a 50% increase or more including attached garages.); Page 5, Line 34 should
30 read Northstar Ordinance at the fire committee meeting not special meeting. 4 ayes to approve
31 minutes as corrected (President Grant, Director Haley, Director Leininger, Director Bass), 1 nays
32 (Vice President Ulberg). MAJORITY CARRIED.

33 **2.2 Approval of Minutes – April 20, 2002**

34 MOTION was made by Director Haley and SECONDED by Director Bass to approve the
35 minutes of the April 20, 2002 meeting. UNANIMOUSLY CARRIED.

36 **12. DIRECTOR'S COMMENTS**

37 Discussion Included; Long term planning (handout given by Director Bass). Director Haley
38 recommended streamline meetings to shorten, but if we have an Agenda that appears will be to
39 long to move non-critical items to a later time, or to plan a break. Maybe, two Board meetings
40 per month. The other issue is Public Participation which is good at the beginning of the meeting,
41 but tends to elongate the meeting dramatically when responding to questions that pertain to things
42 that have been covered in previous board meetings. Director Haley thought constituents can
43 speak for 5 minutes during public participation and if they have questions on other agenda items
44 during the meeting they could write them down and give to Manager Shaw after the meeting.
45 There are a lot of major changes going on, so longer meetings we can break for lunch.
46 Recognition to Carol Dal Bon was brought up by President Grant. Vice President Ulberg said he
47 has asked Virginia to put something together as a community effort in appreciation, although the
48 Board would like to see if she is comfortable with this or not.

49 **13. ADJOURNMENT**

50 There being no further business before the Board, the meeting was adjourned at 2:15 p.m.
51

1
2
3
4
5
6
7

Respectfully submitted,

Pam Zinn
Recording Secretary

Approved 7-12-02