ALPINE SPRINGS COUNTY WATER DISTRICT
MINUTES OF THE BOARD OF DIRECTORS MEETING
August 8, 2025

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

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

Directors Present: President Janet S. Grant, Bert Clement, and Christine York
Directors Absent: Evan Salke
Staff Present: General Manager Joseph Mueller and Office Manager Laurie Axell

Guests included CPA Mike Dobrowski, North Tahoe Fire Protection District (NTFPD) Battalion Chief Naman Beatie, and Bill Cashmareck

B. PUBLIC COMMENT

There were no comments on items not on today's agenda.

C. APPROVAL OF MINUTES

C1) JULY REGULAR BOARD MEETING

It was moved by Clement and seconded by York to approve the minutes of the July 11, 2025 Regular Board meeting as presented. Motion carried unanimously.

D. DEPARTMENT REPORTS

D1) FINANCIAL REPORT

CPA Mike Dobrowski presented the financial reports as of July 31, 2025. The retirement benefits line item will be reclassified. A brief conversation followed regarding how cash reserves are shown and clarifying the classification of specific line items.

It was moved by York and seconded by Clement to approve the financial reports through July 31, 2025 as presented. Motion carried unanimously.

It was moved by York and seconded by Clement to approve payment of checks #34186 – 34213 payroll, and electronic fund transfers. Motion carried unanimously.

D2) FIRE DEPARTMENT REPORT

Battalion Chief Naman Beatie reported July 2025 was the third busiest month in the history of District. Most calls have been for fires, that were addressed quickly, and medical aids. NTFPD is sending staff support and equipment to regional fires as possible.

D3) GENERAL MANAGER'S REPORT

Mueller presented the July 2025 General Manager and Office Activities Report. He continues to work with Alpenglow and Carollo to clarify the ASCWD requirements.

Mueller has been meeting with a bond consultant to evaluate the best options to finance tank replacements. Applying for a 15-year loan is an easier process than the 30-year and ASCWD could probably qualify for about $5 million at 5%. A full bond issuance for approximately $7.5 million may also be considered, depending on the results of the audit. There are some loans the District may qualify for through USDA or USBR with lower interest rates than the bond market, but they require a design be submitted with the application.

D4) OPERATION & MAINTENANCE DEPARTMENT REPORT

Mueller presented the July 2025 Water/Wastewater Report, including water production and usage. Mueller described the updated chlorination system, which will be checked daily.

D5) TTSA REPORT

Clement reported on the July 16, 2025 TTSA Board meeting.

E. COMMITTEE REPORTS

E1) BUDGET & FINANCE COMMITTEE (PRESIDENT GRANT)

Grant reported on the August 7, 2025 Budget & Finance Committee meeting. The Committee recommends approving the credit issued to the Bear Creek Association (BCA) since the water to the pond was not turned off when it was requested. BCA will now take on the responsibility of turning the water to the pond on and off.

E2) PARK, RECREATION & GREENBELT COMMITTEE (DIRECTOR YORK)

The Committee did not meet. A report showing revenue and use of the park history dating back to 2015 was included in today's meeting packet.

E3) LONG RANGE PLANNING COMMITTEE (DIRECTOR YORK)

The Committee Chair has resigned and York will serve as the interim-Chair. The report of the July 9 meeting was in the packet. The Committee had comments related to the installation of the Juniper Mountain tank. The Board discussed the Committee's role in making recommendations on capital projects and how best to include the community. This discussion continued under Item F1 below.

The Board reviewed the Carollo recommendation to install a steel tank rather than concrete because of costs and maintenance. There was support for the recommendation and having the design done now so the loan applications can be submitted, with a goal of getting replacements started next spring. Mueller will have cost estimates at next month's meeting.

E4) ADMINISTRATION & PERSONNEL COMMITTEE (DIRECTOR CLEMENT)

This Committee did not meet.

F. BUSINESS ITEMS FOR BOARD DISCUSSION & ACTION

F1) ASCWD POLICY NUMBER 8.0.0 LONG RANGE PLANNING COMMITTEE POLICY OF OPERATION

Mueller presented the staff report recommending updates to the policy to more clearly define the role of the Long Range Planning Committee. The discussion regarding representation on the Committee to insure a balanced approach on specific items continued. It was noted that ultimately the Board makes decisions on prioritizing and funding capital projects, given the background provided at meetings, which are open to the public.

It was moved by Clement and seconded by York to approve Review updates to the Long Range Planning Committee Policy of Operation Number 8.0.0 as presented. Motion carried unanimously.

F2) DISTRICT FIRE ENGINE M77, RESOLUTION #8-2025

It was moved by Clement and seconded by York to approve Resolution #8-2025 Alpine Springs County Water District declaring District Fire Engine M77 Surplus.
ROLL CALL VOTE:
AYES: Clement, York, and Grant
NAYES: None
Motion carried unanimously.

F3) FY2025/2026 ASCWD EMPOYEE SALARY SCHEDULE, RESOLUTION #9-2025

It was moved by York and seconded by Clement to approve Resolution #9-2025 Alpine Springs County Water District FY2025/2026 Employee Salary Schedule as presented.
ROLL CALL VOTE:
AYES: Clement, York, and Grant
NAYES: None
Motion carried unanimously.

G. CORRESPONDENCE TO THE BOARD

Board member Robert Tetrault submitted a letter of resignation, but it was received too late to be included in the meeting packet. A brief discussion followed regarding the process to seat a new director. Mueller was asked to send postcards to all customers announcing the open position and asking for candidates. The Board will appoint the replacement. Mueller will confirm the process with Counsel.

Grant received a letter from Sarah Coolidge asking to give a presentation to the Board on Eastern Placer Future, the committee investigating the opportunity to incorporate the North Lake Tahoe area. Ms. Coolidge will be invited to present at the next meeting. A suggestion will be made that she consider giving the presentation at the Labor Day Valley-Wide meeting, since there will likely be a larger audience.

Mueller is happy to give the ASCWD presentation at the Valley-Wide Meeting, unless one of the Directors would like to do it.

H. CLOSED SESSION

Closed Session was not convened.

I. DIRECTORS' COMMENTS

There were no additional comments.

J. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 10:58 AM. The next regularly scheduled Board meeting is September 12, 2025 at 9:00 AM.

Respectfully Submitted,
Judy Friedman
Recording Secretary
THE PAPER TRAIL SECRETARIAL & BUSINESS SOLUTIONS