

**ALPINE SPRINGS COUNTY WATER DISTRICT
MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING
December 11, 2020**

Pursuant to the Governor’s Executive Order N-29-20, issued March 17, 2020, the Alpine Springs County Water District Board Room was not accessible to the public for this Board meeting. The meeting was accessible via Zoom. Public comments were accepted by the Board on the call or via mail.

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

President Grant called the meeting to order at 9:02 AM via Zoom.

Directors Present: Janet S. Grant, President; Dave Smelser, Evan Salke, Christine York and Jan Ganong

Directors Absent: None

Staff Present: John Collins, General Manager; Miguel Ramirez, Facility System Supervisor (Operations Manager). District CPA Mike Dobrowski and Recording Secretary Judy Friedman

Guests attending via teleconference included Joe Mueller, John Mecklenburg, Dane Wadle, Paul Rose, Liz Zang, and from NTFPD Chief Mike Schwartz and Steve McNamara. There may have been others on the call who did not identify themselves.

II. SWEARING IN CEREMONY FOR TWO DIRECTORS (OATH OF OFFICE)

Directors Smelser and Ganong were sworn into office for four-year terms.

III. PUBLIC COMMENT

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

IV. ITEMS FOR BOARD DISCUSSION & ACTION

**A. INTRODUCTION AND WAIVER OF FULL READING OF ORDINANCE 1-2021
FOR ASCWD FIRE AND LIFE SAFETY COST RECOVERY FEE SCHEDULE....A**

Chief McNamara described the ordinance related to cost recovery. The action requested today is to waive the reading of the Ordinance. A public hearing and vote on the Ordinance will be on the January 8, 2021 agenda.

It was moved by York and seconded by Smelser to waive the full reading of Ordinance 1-2021 for ASCWD Fire and Life Safety Cost Recovery Fee Schedule. Motion carried unanimously.

**B. ELECTION OF A BOARD PRESIDENT AND VICE PRESIDENT TO THE BOARD
OF DIRECTORS.....B**

It was moved by Smelser and seconded by Salke to appoint Janet Grant as Board President for 2021. Motion carried unanimously.

It was moved by Smelser and seconded by Salke to appoint Jan Ganong as Board Vice-President for 2021. Motion carried unanimously.

C. FINANCIAL REPORT.....C

District CPA Mike Dobrowski presented the November financial reports. Net income was just over \$98,000 higher than the previous fiscal year and expenses are under budget. The final report on the audit is expected soon. Ganong asked for a future discussion about tracking pending connection fees and what funds are available for capital projects. Collins explained capital projects are continually tracked in the capital budget. There will be a more in-depth discussion during the budget preparation.

1 It was moved by Ganong and seconded by Smelser to approve the financial reports as of November 30,
2 2020.

3
4 It was moved by Smelser and seconded by York to approve payment of checks #31622 - #31666,
5 payroll, and electronic fund transfers. Motion carried unanimously.

6
7 **D. APPROVAL OF MINUTES.....D**

8 It was moved by York and seconded by Smelser to approve the minutes of the November 13, 2020
9 Regular Board meeting as amended. Motion carried unanimously.

10
11 It was moved by Ganong and seconded by Salke to approve the minutes of the November 20, 2020
12 Special Board meeting as presented. Motion carried unanimously.

13
14 It was moved by Salke and seconded by Smelser to approve the minutes of the December 4, 2020
15 Special Board meeting as amended. Motion carried unanimously.

16
17 **E. FIRE DEPARTMENT REPORT.....E**

18 Chief Mike Schwartz reported:

- 19 • The primary funding source for defensible space in Alpine Meadows is ASCWD and it is very
20 much appreciated.
- 21 • There was enough precipitation last month to drop the local fire ban, however Calfire has
22 reinstated its restrictions
- 23 • Controlled burns continue in the basin. More information is available at the NTFPD website.
- 24 • Although the threat of wildfire is decreased, this is the time of year when there are more structure
25 fires. Everyone should check that their appliances and CO and smoke detectors are working properly.
- 26 • Five NTFPD candidates have passed the 2020 Captain’s Examination. Schwartz reported on
27 staffing.
- 28 • A record number of calls were received in November and October and the trend could continue
29 given additional COVID restrictions and related transports. District facilities remain closed to the
30 public.

31
32 Chief McNamara reported:

- 33 • There have been 13 plan reviews since the last meeting and 18 are pending. Thirty-six inspections
34 have been conducted and McNamara has done at least nine pre-development meetings.
- 35 • The District responded to 217 calls regarding the burn ban ordinance this summer. Most of the
36 time people were in compliance, but it offered an opportunity to further educate the public.

37
38 Smelser noted a response to a concern about a propane tank. The propane was shut off, but it is unclear if
39 NTFPD or the propane provider shut it off and who contacted the owner. McNamara will follow up.

40
41 **1. Review, discuss and possibly approve the Fire Contract for fire services with NTFPD.**

42 Grant presented details of the contract and the proposed addendum. Schwartz reported the recommended
43 updates from the previous 15-year agreement have been approved by NTFPD Counsel. The action requested
44 today is to approve the agreement. An addendum that addresses financial issues will be presented separately.
45 Discussion followed. Ganong noted that the contract being voted on was not included in today’s meeting
46 packets for public review and asked that the item be continued.

47

1 **It was moved by York and seconded by Smelser to approve the Agreement for Fire Protection,**
2 **Emergency Medical, and Related Services by the North Tahoe Fire Protection District to the Alpine**
3 **Springs County Water District, subject to final approval by Counsel.**

4 **ROLL CALL VOTE:**

5 **AYES: None**

6 **NO: Ganong, Smelser, Salke, York**

7 **Motion failed**

8

9 Schwartz highlighted changes to the addendum, which addresses the schedule and processing of payments. A
10 fourth step has been added, which Collins agreed is a fairer way of addressing payments.

11 This item will be on the January ASCWD Board meeting agenda and the full agreement, including the
12 addendum will be included in the packet, after being vetted by Counsel. The four-step payment process will
13 be included in the addendum and a seven-year performance evaluation of the fifteen-year agreement.
14

15 **F. GENERAL MANAGER’S REPORT.....F**

16 General Manager John Collins presented his November 2020 report, which was included in the meeting
17 packets. He has notified Placer County that the District rejected White Wolf’s water and sewer service report
18 as inadequate and not in compliance with California Water Code Title 22.

19

20 Collins authorized the Stantec fire flow review throughout the valley in general, and Juniper Mountain
21 specifically. He asked that a short-term solution for Juniper Mountain be considered. Stantec pointed out that
22 with a booster pump, the suction pressure would drop below the California Water Code requirement. There
23 is no inexpensive quick fix, but alternatives will be considered. Ganong asked that Stantec includes Zurs
24 Court in their review and understands the differences in hydrants in Juniper Mountain.
25

26 The topic was opened for public comment. Zang noted that until Stantec recommends a solution,
27 homeowners will bear the cost of installing and maintaining a sprinkler system. Waiting three or four years
28 for a solution does not seem sufficient
29

30 Mecklenburg appreciates the complexities of fire flow, but Stantec refers to this issue as “improvements.”
31 This is not an improvement. There are multiple hydrants that do not provide adequate fire flow. He asked
32 that this item remain on the ASCWD Board agenda until the issue is resolved.
33

34 Public comment was closed. There was general agreement that the item will remain on the General
35 Manager’s Report and updates provided to the Board. The Long-Range Planning Committee will also
36 continue to review the situation.
37

38 Collins and Ramirez toured the proposed location of the Base-to-Base Gondola and participated in a
39 conference call about the project. The proposed tunnel would block ASCWD access to the sewer line.
40 Collins said the District will install a manhole from where it would take responsibility. Also, a proposed
41 tower location is over a sewer line. The project needs to include a larger line to prevent “water hammer.” The
42 District will provide the requested Will Serve letter with these provisos.
43

44 **G. OPERATION & MAINTENANCE DEPARTMENT REPORT.....G**

45 Operations Manager Miguel Ramirez presented the November Water/Waste Water Report. He is reviewing
46 collection system issues to be addressed next summer.
47

48 **H. TTSA REPORT.....H**

1 Smelser presented a written report of the November 18, 2020 TTSA Board meeting.

2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48

I. COMMITTEE REPORTS.....I

1. BUDGET & FINANCE COMMITTEE (PRESIDENT GRANT) met 12/10/20

Grant reported on the December 10, 2020 Committee meeting. There are two requests to approve unbudgeted expenses. The request to reimburse Pam Zinn for Zoom expenses on her credit card will be considered next month. Approval of a District credit card will be considered as well.

It was moved by Smelser and seconded by Salke to reimburse Jan Ganong \$91.85 for the unbudgeted General Manager background check. Motion carried unanimously.

The Treasurer’s Report shows funds transferred from LAIF and Placer County accounts into Operating.

2. PARK, RECREATION & GREENBELT COMMITTEE (DIRECTOR YORK)

This Committee did not meet.

3. LONG RANGE PLANNING COMMITTEE (DIRECTOR SMELSER)

This Committee did not meet.

4. ADMINISTRATION & PERSONNEL COMMITTEE (DIRECTOR SALKE)

a. Review recommend and approve changes to Policy 4.8.0 and 4.3.0

It was moved by Smelser and seconded by Ganong to approve revisions to Policy 4.8.0 as presented. Motion carried unanimously.

It was moved by Salke and seconded by York to approve revisions to Policy 4.3.0 as presented. Motion carried unanimously.

b. AD-HOC Committee Report

The Committee report was included in the meeting packets.

J. REVIEW AND APPROVE HIRING OF NEW GENERAL MANAGER.....J

It was moved by Ganong and seconded by Salke to approve the Employment Agreement provided by ASCWD Counsel to Joe Mueller. Motion carried unanimously.

K. OPEN ITEMS.....K

No additional items were brought forward.

L. CORRESPONDENCE TO THE BOARD.....L

There was no correspondence for review.

V. CLOSED SESSION

The Board went into Closed Session at 11:53 AM to consider:

Government Code Section 54957: General Manager Employment. Only Board Directors, Members of the Ad Hoc Hiring Committee

Open Session was reconvened at 12:15 PM. Action is reported under Item J.

VI. DIRECTORS’ COMMENTS

1 Smelser voiced concern about the big ponds that are forming in the wetlands that have recently been created
2 and are breeding ponds for mosquitoes.

3
4 Ganong commented that Mike Geary called her and offered Squaw Valley services to the Board and our new
5 manager. It turns out that Mike called all the directors with this offer.

6
7 Grant and the Board thanked John Collins for his 15+ years of service to the board, the staff, and the
8 community.

9
10 **VII. ADJOURNMENT**

11 There being no further business to come before the Board, the meeting was adjourned at 12:30 PM. The next
12 regularly scheduled Board meeting is Friday January 8, 2021 at 9:00 AM.

13
14 Respectfully Submitted, approved at the regular Board Meeting on 1/8/21
15 Judy Friedman
16 Recording Secretary
17 THE PAPER TRAIL SECRETARIAL & BUSINESS SOLUTIONS
18
19