

1 **ALPINE SPRINGS COUNTY WATER DISTRICT**  
2 **MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING**  
3 **December 13, 2019**

4 Pursuant to notice given, the regular meeting of the Board of Directors, Alpine Springs County Water District, was held on  
5 Friday December 13, 2019 in the District Board Room, 270 Alpine Meadows Road  
6

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

8 President Grant called the meeting to order at 9:00 AM at the District Office Board Room.

9  
10 Directors Present: Janet S. Grant, President; Jon Northrop, Vice-President; Dave Smelser; Evan Salke;  
11 Christine York

12 Directors Absent: None

13  
14 Staff Present: John Collins, General Manager; Miguel Ramirez, Facility System Supervisor, Richard “Sheid”  
15 Limbird, Operations Specialist/Trainee; Judy Friedman, Recording Secretary

16  
17 Guests Present: North Tahoe Fire Protection District: Mike Schwartz, Erin Holland, Steve Leighton, and  
18 Steve McNamera

19  
20 **II. PUBLIC COMMENT**

21 There were no comments on items not on today’s agenda.  
22

23 **III. ITEMS FOR BOARD DISCUSSION & ACTION**

24 **A. FINANCIAL REPORT ..... A**

25 District CPA Mike Dobrowski attended this portion of the meeting via teleconference to present the financial  
26 reports as of November 30, 2019. He noted payments made for capital projects, which is why the cash  
27 position as shown is so much less than the prior year.  
28

29 **It was moved by Northrop and seconded by Smelser to approve the November 2019 financial reports**  
30 **as presented. Motion carried unanimously.**

31  
32 **It was moved by Smelser and seconded by Northrop to approve payment of checks #30960 – 31020**  
33 **and payroll. Motion carried unanimously.**

34  
35 **B. APPROVAL OF MINUTES .....B**

36 **It was moved by Northrop and seconded by Smelser to approve the minutes of the November 8, 2019**  
37 **Board meeting as presented. Motion carried unanimously.**

38  
39 **C. FIRE DEPARTMENT REPORT .....C**

40 NTFPD Chief Mike Schwartz reported:

- 41 • Fire season ended with the first snowfall on November 29.
  - 42 • The District responded to a CO leak in a vacation home in Tahoe City
  - 43 • Forest Fuels Coordinator Eric Hornvath working to secure grants specifically for Alpine  
44 Meadows
  - 45 • Staffing changes
  - 46 • The new Placer County Short Term Rental Ordinance will require fire department inspections  
47 of rental homes before owners can get certificates
- 48

1 Steve Leighton reported:

- 2 • The California Fire Assistance Agreement (CFAA) that relates to mutual aid response is being
- 3 challenged by the US Forest Service and federal assistance is a concern. Given the many
- 4 federal lands in this area, Schwartz is meeting with legislators to ensure funding remains in
- 5 place.
- 6 • Station 56 is being up-staffed to ensure full coverage

7  
8 PIO Erin Holland reported:

- 9 • Alpine Meadows received the Fire Wise Community Designation very quickly thanks to a lot
- 10 of volunteer time and over \$63,000 in defensible space work. That may help with securing
- 11 homeowner’s insurance.

12  
13 Steve McNamera reported:

- 14 • He is working with all stakeholders and CATT to ensure projects move through the process in
- 15 a reasonable manner to comply with the new code requirements.
- 16 • The District is suspending fireworks over Lake Tahoe because of safety concerns for
- 17 personnel that need to be addressed, environmental concerns about the debris, noise, and lack
- 18 of appropriate equipment to deal with any emergencies. There was a law suit filed in Douglas
- 19 County. McNamera is convening a meeting of all stakeholders.
- 20 • The District has been working with the County to craft the Short Term Rental Ordinance and
- 21 accommodate the requests for inspections.

22  
23 **D. ORDINANCE 9-2019 AMENDING FIRE CODE PERTAINING TO THE ADOPTION**  
 24 **OF THE 2019 EDITION OF THE CA BUILDING STANDARD CODE AND**  
 25 **REPEALING ORD. NO. 3-2016 AND ALL OTHER ORD. AND PARTS OF**  
 26 **ORDINANCES IN CONFLICT THEREWITH..... D**

27 The Public Hearing was opened at 9:37 AM. Steve McNamera described the proposed changes to the Code  
 28 and the process to implement it. Grant read a letter from CATT in support of the changes. There were no  
 29 additional comments. The Public Hearing was closed at 9:52 AM.

30  
31 **It was moved by Northrop and seconded by Salke to adopt Ordinance 9-2019 and repeal Ordinance 3-**  
 32 **2016.**

33 **Roll call vote:**  
 34 **AYES: Grant, Northrop, Smelser, Salke, and York**  
 35 **NOES: None**  
 36 **Motion carried unanimously**

37  
38 **E. RESOLUTION 11-2019: CAPITAL FACILITIES AND FIRE MITIGATION FEE**  
 39 **EXPENDITURE PLAN .....E**

40 The Public Hearing was opened at 9:54 AM. Chief Swartz clarified the plan. There were no additional  
 41 comments. Smelser asked for a future agenda item regarding the NTFPD request to Placer County for  
 42 personnel funding. The Public Hearing was closed at 10:04 AM.

43  
44 **It was moved by Northrop and seconded by Smelser to adopt Resolution 11-2019.**

45 **Roll call vote:**  
 46 **AYES: Grant, Northrop, Smelser, Salke, and York**  
 47 **NOES: None**  
 48 **Motion carried unanimously**

1  
2 **F. GENERAL MANAGER’S REPORT.....**

3 General Manager John Collins introduced Richard “Sheid” Limbird, the new Operations Specialist/Trainee.  
4 Collins presented the November 2019 Manager’s Report, which was in the meeting packets. He noted the  
5 Notice of Preparation (NOP) for White Wolf has been released.  
6

7 **G. BOARD WILL CONSIDER APPROVING CHANGE ORDER REQUEST #1 IN THE**  
8 **AMOUNT OF \$78,096.60 FROM RESOURCE DEVELOPMENT CO. FOR 2018**  
9 **TANK 4 REPLACEMENT PROJECT ..... G**

10 **It was moved by Northrop and seconded by Smelser to approve Change Order Request #1 in the**  
11 **amount of \$78,096.60 for the 2018 Tank 4 Replacement Project. Motion carried unanimously.**  
12

13 **H. OPERATIONS & MAINTENANCE DEPARTMENT REPORT..... H**

14 Ramirez presented the Water/Waste Water Report for November, noting the major leak addressed during the  
15 month.  
16

17 **I. TTSA REPORT.....I**

18 Northrop reported all systems are operating normally and efficiently.  
19

20 **J. COMMITTEE REPORTS ..... J**

21 **1. BUDGET & FINANCE COMMITTEE (DIRECTOR GRANT)**

22 Grant presented the Budget & Finance Committee Report of the meeting on December 12, 2019. The  
23 Committee reviewed a request from a customer requesting late charges be forgiven.

24 **It was moved by Northrop and seconded by Smelser to decline the request to waive late charges, per**  
25 **ASCWD policy. Motion carried unanimously.**  
26

27 The Committee reviewed, Delinquent Accounts Policy 2.5.0 and does not recommend any changes.

28 **It was moved by Northrop and seconded by Smelser to reaffirm Policy 2.5.0 as it stands. Motion**  
29 **carried unanimously.**  
30

31 The Committee is investigating costs for sending an additional mailing to customers who have not paid at the  
32 end of 30 days, as a trial procedure.  
33

34 **2. ADMINISTRATION & PERSONNEL COMMITTEE (DIRECTOR SALKE)**

35 This Committee did not meet.  
36

37 **3. PARK, RECREATION & GREENBELT COMMITTEE (DIRECTOR YORK)**

38 This Committee did not meet.  
39

40 **4. LONG RANGE PLANNING COMMITTEE (DIRECTOR SMELSER)**

41 This Committee did not meet.  
42

43 **K. ELECTION OF OFFICERS..... K**

44 **It was moved by Northrop and seconded by Salke to appoint Janet Grant as President of the Board for**  
45 **2020. Motion carried unanimously.**  
46

47 **It was moved by Grant and seconded by York to appoint John Northrop as Vice-President of the**  
48 **Board for 2020. Motion carried unanimously.**

