

1 **ALPINE SPRINGS COUNTY WATER DISTRICT**
2 **MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING**
3 **January 11, 2019**

4 Pursuant to notice given, the regular meeting of the Board of Directors, Alpine Springs County Water District, was held on
5 Friday January 11, 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. All joined in reciting
9 the Pledge of Allegiance.

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

12 **Directors Absent:** None

13 **Staff Present:** John Collins, General Manager; Buz Bancroft, Operations & Maintenance; Judy Friedman,
14 Recording Secretary. CPA Mike Dobrowski presented his report via teleconference.

15 **Guests Present:** North Tahoe Fire Protection District Chief Mike Schwartz, Battalion Chief Steve Simons,
16 Chief Todd Conradson; Jesse Shirley from Fire Wise Community; Brenda Heldoorn from Carson Welding
17
18

19 **II. PUBLIC COMMENT**

20 There were no comments on items not on today's agenda.
21

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

23 **A. FIRE WISE COMMUNITY (REP: JESSE SHIRLEY) WILL ADDRESS THE FIRE**
24 **DEPARTMENT ABOUT HAVING FIRE DRILLS.....A**

25 Shirley reported there is extreme interest in running evacuation drills in Alpine Meadows. The Fire Wise
26 committee is willing to help coordinate the drills. Chief Schwartz said the cost for drills can run anywhere from
27 \$10,000 to \$150,000 in staff and resources. He is investigating what funds may be available. Schwartz said
28 Placer County OES needs to participate, as well as many other agencies, in order to conduct a full-scale drill.
29 NTFPD will support the effort and urged Fire Safe to contact OES about coordinating the project. Schwartz
30 noted the successful bi-state drill done last June.
31

32 Discussion followed regarding the components necessary for the drill. Salke suggested that at the very least,
33 citizens need to be educated on the communication available now, such as reverse 911 calls and placer-alert.
34

35 **B. INTRODUCTION OF ORDINANCE FOR ASCWD FIRE AND LIFE SAFETY COST**
36 **RECOVERY FEE SCHEDULE.....B**

37 Conradson said the last time the Recovery Fee schedule was addressed was in 2014. The current revenues are
38 not keeping up with costs to fund fire prevention programs. A complete review was done and the proposed fees
39 are consistent with costs and what other areas collect. Per the prescribed process, a formal hearing will be
40 conducted with all impacted Boards, including ASCWD, NTFPD and Meeks Bay, and if approved, the new fees
41 would be in effect mid-March.
42

43 **It was moved by Smelser and seconded by Salke to introduce Ordinance 1-2019, setting fees for cost**
44 **recovery of fire and life safety activities. A public hearing will be set for March. Motion carried**
45 **unanimously.**
46

47 **C. FINANCIAL REPORTC**

48 District CPA Mike Dobrowski presented the financial reports as of December 31, 2018, as well as the quarterly
49 reports. The District's cash position is approximately \$171,000 ahead of this time last year. The interest from

1 Placer County has not been received.

2
3 **It was moved by Northrop and seconded by Smelser to approve the financial reports as of December 31,**
4 **2018. Motion carried unanimously.**

5
6 **It was moved by Smelser and seconded by Northrop to approve payment of payroll and checks #30373 -**
7 **#30431. Motion carried unanimously.**

8
9 **It was moved by Northrop and seconded by Smelser to approve the quarterly financial reports, July 2018**
10 **– December 2018. Motion carried unanimously.**

11
12 **D. APPROVAL OF MINUTESD**

13 **It was moved by Northrop and seconded by York to approve the minutes of the December 14, 2018**
14 **Regular Board of Directors meeting as presented. Motion carried unanimously.**

15
16 **E. FIRE DEPARTMENT REPORTE**

17 NTFPD Chief Schwartz reported:

- 18 • The holiday season was very busy with more than normal traffic issues. The year ended with fewer
- 19 calls overall, but more this December than last year.
- 20 • A FEMA grant was received as a result of an application submitted jointly with NTFPD, Truckee,
- 21 Northstar, and Meeks Bay for up-to-date extraction equipment, which has already been used.
- 22 • Active shooter training is being done for all employees in NTFPD facilities, using the ALICE
- 23 method. This is in addition to first responders being trained; this is more facility focused.
- 24 • Schwartz noted how much he speaks about evacuation preparedness, but he has also written an article
- 25 for the *Sierra Sun*, Resolve to Be Ready.
- 26 • The Placer County Planning Commission heard the Alpine Sierra project yesterday. Schwartz spoke
- 27 regarding safety issues and the measures proposed. He feels the applicants have designed a model that
- 28 can be used into the future.
- 29 • A new Facilities Director, Tim Schrader, has been hired and is evaluating all eight District facilities.

30
31 Simons reported:

- 32 • The fires in California in the past couple of years, most notably the largest ever Camp Fire, have
- 33 increased in frequency and intensity. He noted how NTFPD has responded with personnel and
- 34 equipment. Although much of the actual cost will be reimbursed, the experience has been invaluable for
- 35 real-time training purposes.
- 36 • Last March was one of the largest snow months ever and impacted the District. NTFPD also
- 37 participated in the bi-state evacuation drill and training last summer.
- 38 • Another accomplishment in 2018 was additional funding resulting in 12 full-time fire fighters on shift
- 39 everyday throughout the District, which means the Alpine station is staffed seven days a week.
- 40 • Over \$500,000 in new equipment was funded by grants last year.

41
42 **F. GENERAL MANAGER’S REPORT F**

43 General Manager Collins presented his December 2018 report, which was included in the meeting packets. He
44 responded to a number of questions regarding the Alpine Sierra Subdivision and reviewed a draft of their
45 presentation to the Planning Commission. The Commission recommended approval and the project will now be
46 considered by the Board of Supervisors. Six people from the Alpine community spoke at the Commission
47 meeting.

1
2 Regarding the Tank 4 and 4A replacement, Stantec has reviewed the submittals. The project should be done
3 mid-May or June. Collins will check on the status of the required steel.
4

5 **G. OPERATIONS & MAINTENANCE DEPARTMENT REPORT G**

6 Buz Bancroft presented the December Water/Sewer Report, noting heavy usage during the month. Maintenance
7 included cleaning up around the dumpsters of items such as mattresses and televisions. The dumpsters are back
8 at the District, but Bancroft may move them because the current location is impeding snow removal operations.
9

10 **H. TTSA REPORT H**

11 Northrop reported the last meeting was rescheduled for January 16. All operations are fine and meeting
12 standards.
13

14 **I. ELECTION OF OFFICERS I**

15 **It was moved by Smelser and seconded by Northrop to appoint Janet Grant as President of the ASCWD**
16 **Board of Directors for 2019. Motion carried unanimously.**

17
18 **It was moved by Smelser and seconded by Grant to appoint Jon Northrop as Vice-President of the**
19 **ASCWD Board of Directors for 2019. Motion carried unanimously.**
20

21 **J. ASSIGN COMMITTEE ROSTERS INCLUDING THE TTSA REPRESENTATIVE**

22 There were no changes to the current Committee assignments. Northrop will remain as the TTSA representative
23 from ASCWD.
24

25 **K. ASSIGN TREASURER AND SECRETARY TO THE BOARD OF DIRECTORS**

26 General Manager Collins was assigned as Treasurer and Secretary to the Board.
27

28 **L. CONTINUE DISCUSSION OF DUMPSTER REMOVAL L**

29 Bancroft reported a recent survey found that people are not aware home trash pick-up is available in Alpine
30 Meadows. He distributed pictures of trash situation at the dumpsters during non-holiday times. A written report
31 was included in today's meeting packets identifying the issues and possible solutions.
32

33 Discussion followed regarding the options available. There was consensus that dumpsters not be located at the
34 District office and that property owners need to install bear boxes and schedule regular trash pick-ups with
35 TTSD. According to a recent count, 137 properties have bear boxes and about 320 should have but do not.
36 There was particular agreement that rental homes should install bear boxes. It was noted that Placer County has
37 an ordinance regarding dumpsters on construction sites, but it is rarely enforced.
38

39 Collins explained the process to adopt an ordinance requiring bear boxes.
40

41 **M. BEAR BOX PRESENTATION BY BRENDA HELDOORN.....M**

42 Brenda Heldoorn, co-owner of Carson Welding in South Lake Tahoe, showed pictures of the No Bear Cans
43 they manufacture and described how it was developed and tested. When she and her husband were rebuilding
44 their home, lost in the Angora fire, they began using this can, as did their neighbors. They found that when an
45 entire area is "treated," bears and other garbage animals are less likely to come into the neighborhood. Heldoorn
46 answered questions regarding the design, size, color, and cost of the No Bear Cans. She noted possible
47 financing options from the County and placement regulations. More information is available at
48 carsonweldinginc.com.

1
2 There was discussion about options for ASCWD moving forward to address trash issues. Collins will continue
3 gathering information to develop bear box installation requirements. Vacation homes will be addressed
4 immediately as a first step.
5

6 **N. COMMITTEE REPORTS.....N**

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

- 8 a. Discuss, if necessary, non-standard transactions.
9 b. Discuss monthly reports and status of investments/cash and vote to approve, if
10 necessary, new investments.
11 c. Review, discuss and vote to approve, if necessary, requests from customers
12 regarding billing issues.
13 d. Review, discuss and vote to approve, if necessary, requests for unbudgeted
14 expenses and capital expenditures.

15 Grant presented the report of the January 10, 2019 Budget & Finance Committee meeting. The full audit will be
16 presented to the Board at its February meeting. The Committee discussed an item related to healthcare and
17 pension benefits.
18

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

20 This Committee did not meet. A meeting will be scheduled in March to consider Manager and Board reviews.
21

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

23 This Committee did not meet. A meeting will be scheduled in February or March.
24

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

26 This Committee did not meet. The 20-year plan remains in place, but needs to be reviewed.
27

28 **O. OPEN ITEMSO**

29 No additional items were presented.
30

31 **P. CORRESPONDENCE TO THE BOARD P**

32 There was no correspondence submitted for review.
33

34 **IV. DIRECTORS' COMMENTS**

35 Smelser asked if there is charcoal barbecues are banned in Alpine. Collins said there is no blanket ban, but the
36 Fire Chief can make that call during high risk times.
37

38 **V. ADJOURNMENT**

39 There being no further business to come before the Board, the meeting was adjourned at 10:58 AM. The next
40 regularly scheduled Board meeting is February 8, 2019 at 9:00 AM.
41

42 Respectfully Submitted,
43 Judy Friedman
44 Recording Secretary
45 THE PAPER TRAIL SECRETARIAL & BUSINESS SOLUTIONS

approved as submitted 2/8/19