

1 **ALPINE SPRINGS COUNTY WATER DISTRICT**
2 **MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING**
3 **February 8, 2019**

4 Pursuant to notice given, the regular meeting of the Board of Directors, Alpine Springs County Water District, was held on
5 Friday February 8, 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; Dave Smelser; Christine York
11 arrived at 9:28 AM.

12 **Directors Absent:** Evan Salke

13 **Staff Present:** John Collins, General Manager; Buz Bancroft, Operations & Maintenance; Judy Friedman,
14 Recording Secretary; and District CPA Mike Dobrowski.

15 **Guests Present:** North Tahoe Fire Protection District Chief Mike Schwartz, Battalion Chief Steve Simons,
16 Forest Fuels Coordinator Eric Hornvath, and Alan Whistler; Ron Ley and Vera Kis from Damore Hamric &
17 Schneider. Chris Nelson was present for Item II.
18

19
20 **II. PUBLIC COMMENT**

21 Chris Nelson, developer of the Alpine Sierra project, reported the Placer County Planning Commission has
22 approved the project and is recommending approval of the EIR. The next step is the Board of Supervisor's
23 hearing on April 23. Pending that approval, the forest work could begin this summer.
24

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

26 **A. FINANCIAL REPORTA**

27 District CPA Dobrowski presented the financial report, noting the budget is tracking positively at \$158,000
28 year-to-date. The property tax revenues from the County were received in the past month and a check was cut to
29 NTFPD for \$311,000. Placer County investments are yielding about 1.775%.

30
31 **It was moved by Northrop and seconded by Smelser to approve the January 31, 2019 financial reports as**
32 **presented. Motion carried unanimously.**
33

34 **It was moved by Northrop and seconded by Smelser to approve payment of payroll and checks #30432 –**
35 **30476, excluding #30442. Motion carried unanimously.**
36

37 **B. APPROVAL OF MINUTESB**

38 **It was moved by Northrop and seconded by Smelser to approve the minutes of the January 11, 2019**
39 **ASCWD Board meeting as presented. Motion carried unanimously.**
40

41 **C. FIRE DEPARTMENT REPORTC**

42 NTFPD Chief Schwartz reported:

- 43 • The District has been busy with medical and trauma calls
- 44 • Maintenance has been accelerated with damage both to facilities and vehicles from all the ice and
45 snow
- 46 • Station 56 is fully staffed and has been one of the busiest because of ski area calls

- Schwartz is anticipating some staffing changes, so is recruiting. Erin Holland has been hired as the full-time CEO for the District and Eric Hornvath is the full-time Forest Fuels Coordinator. Hornvath addressed the group, saying he is lining up contractors for spring and summer.
- A joint Board meeting with the Meeks Bay Board is scheduled for April 15 to consider steps for consolidation of the two Districts or annexation
- The District is preparing for the annual audit.
- The NTFPD Women’s Auxiliary purchased a copy of “Wilder than Wild,” a short documentary about wildfire designed to be shown with a panel discussion following. The staff will preview the film on March 20 at 11:00 AM and this Board will be invited to that screening.
- Pat Davisson from CATT gave public comment at the Placer County Board of Supervisors meeting regarding the proposed Forest Fuels Fee. She did not oppose the increases, which were approved.

Battalion Chief Simons reported:

- With the storm door wide open, Gasex is being used and avalanche work is going well.
- Work continues with improvements to the Homewood station and shoveling out fire hydrants.

D. GENERAL MANAGER’S REPORT..... D

General Manager Collins presented the January 2019 Manager’s Report. He continues to explore alternatives to dumpsters. Placer County does not require dumpsters to be on a construction site, but does require a Materials Disposal Plan, which can be something as simple as a statement that “I plan to take materials to the dump.”

All necessary forms have been sent to Chris Green for her to record the easements.

Collins participated in a Placer County OES meeting regarding avalanche closures on Alpine Meadows Road.

As a follow up to last month’s discussion, Collins reported the cost to conduct a full evacuation drill is approximately \$250,000 and should be coordinated by Placer County OES.

E. OPERATIONS & MAINTENANCE DEPARTMENT REPORT.....E

Buz Bancroft presented the Water/Sewer Report for January 2019. The ski area is no longer pumping water for snow making. About 15 million gallons were used earlier in the season. Sewer flows are normal. Bancroft reviewed maintenance performed in the past month, most of which is a result of the heavy snows. Bancroft reported staff continues to clean areas around the dumpsters.

F. TTSA REPORT..... F

Northrop reported the Airport District is working on a property exchange with TTSA. The next TTSA meeting is scheduled for February 13. Smelser asked about rumors of challenges with employees. Northrop said there are some employees who want to unionize and negotiations continue.

G. CONTINUE DISCUSSION OF DUMPSTER REMOVAL G

Collins presented his report in the meeting packets, which included the issues identified and possible solutions. He recommended taking public dumpsters out of the District office area and having property owners install bear boxes to service their homes. Collins described the ordinance adoption process, which will take 90-120 days and requires a public hearing. The ordinance can include any provisions decided on by the Board and should be written by an attorney. Discussion followed regarding strategies to inform the customers of the decision and institute the ordinance. There was consensus to begin the ordinance adoption process to be in effect by July 4, 2019 and provide information to the community of the intent to remove the dumpsters because of safety concerns for staff and the community.

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2 **H. FINANCIAL AUDIT FOR THE FISCAL YEAR 2018..... H**

3 Ron Ley and Vera Kis from Damore Hamric & Schneider presented the FY 2018 and 2017 audit reports.
4 Discussion followed as details were clarified, including funding a trust to address employee retirement health
5 benefits. The Independent Accountant’s Report on Agreed-Upon Procedures Applied to Appropriations Limit
6 Schedules for FY ended June 30, 2018 was reviewed. There were no accountant comments on the report.

7
8 The Financial Statements and Independent Auditor’s Report for the Fiscal Years Ended June 30 2018, and 2017
9 was reviewed in detail. In short, the auditors reported a clean, unmodified opinion.

10
11 **It was moved by York and seconded by Smelser to accept the annual audit for FY 2018 as presented.**
12 **Motion carried unanimously.**

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14 **I. COMMITTEE REPORTS I**

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

- 16 **a. Discuss, if necessary, non-standard transactions.**
- 17 **b. Discuss monthly reports and status of investments/cash and vote to approve, if**
18 **necessary, new investments.**
- 19 **c. Review, discuss and vote to approve, if necessary, requests from customers**
20 **regarding billing issues.**
- 21 **d. Review, discuss and vote to approve, if necessary, requests for unbudgeted**
22 **expenses and capital expenditures.**

23 Grant presented the report of the February 7, 2019 Budget and Finance Committee meeting. There is a CD due
24 today that the Committee recommends rolling over.

25 **It was moved by Smelser and seconded by Northrop to roll the CD due on February 8, 2019 into a 3, 6, or**
26 **12 month CD, increasing it by interest accrued in \$1000 increments. Motion carried unanimously.**

- 27
- 28 **e. Reviewed of the final Audit.**

29 See Item H above.

- 30 **f. Review request for a donation to Tahoe Community Nursery School.**

31 Grant noted the request to donate a park pass for the fundraising auction. The Committee recommends donation
32 one family season pass. Discussion followed regarding the request and possible precedent.

33 **It was moved by Smelser and seconded by Northrop to donate one 2019 family park pass to the Tahoe**
34 **Community Nursery School fundraising auction. Motion carried with York abstaining.**

- 35
- 36 **g. Discuss OPEB options and review GM John Collins recommendations.**

37 This item was discussed during the audit report above and by the Finance Committee. Grant said the Committee
38 is considering options, but leaning toward Strategy 2. A more complete recommendation will be presented.

39
40 **2. ADMINISTRATION & PERSONNEL COMMITTEE (DIRECTOR SALKE)**

41 This Committee did not meet.

42
43 **3. PARK, RECREATION & GREENBELT COMMITTEE (DIRECTOR YORK)**

44 This Committee did not meet. YORK: will send out an email to schedule a meeting in March.

45
46 **4. LONG RANGE PLANNING COMMITTEE (DIRECTOR SMELSER)**

47 This Committee did not meet.
48

1 **J. OPEN ITEMS.....J**

2 No additional items were presented.

3
4 **K. CORRESPONDENCE TO THE BOARD.....K**

5 No correspondence was presented.

6
7 **IV. DIRECTORS' COMMENTS**

8 Collins reminded Board members to file their Form 700.

9
10 York noted the 1:00 AM Gasex explosions earlier this week.

11
12 **V. ADJOURNMENT**

13 There being no further business to come before the Board, the meeting was adjourned at 11:38 AM. The next
14 regularly scheduled Board meeting is March 8, 2019 at 9:00 AM.

15
16 Respectfully Submitted,
17 Judy Friedman
18 Recording Secretary
19 THE PAPER TRAIL SECRETARIAL & BUSINESS SOLUTIONS
20
21

approved 3/8/2019