

1 **ALPINE SPRINGS COUNTY WATER DISTRICT**
2 **MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING**
3 **June 8, 2018**

4 Pursuant to notice given, the regular meeting of the Board of Directors, Alpine Springs County Water District, was held
5 Friday June 8, 2018 in the District Board Room, 270 Alpine Meadows Road
6

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

9 Vice-President Northrop called the meeting to order at 9:00 AM at the District Office Board Room. All joined
10 in reciting the Pledge of Allegiance.

11
12 Directors Present: Jon Northrop, Vice-President; David Smelser, Evan Salke, and Christine York

13 Directors Absent: Janet S. Grant, President

14 Staff Present: John Collins, General Manager; Buz Bancroft, Operations & Maintenance; Judy Friedman,
15 Recording Secretary.

16 Guests Present: North Tahoe Fire Protection District Battalion Chief Steve Simons
17

18 **II. PUBLIC COMMENT**

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

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

22 **A. FINANCIAL REPORTA**

23 Collins presented District CPA Mike Dobrowski's written comments and May Financial Reports, which were
24 included in today's meeting packets. The annual invoices are being prepared based on the new rates and an
25 audit date is being set.
26

27 **It was moved by Director York and seconded by Director Smelser to accept the financial reports for the**
28 **month of May 2018 as presented. Motion carried unanimously.**

29
30 **It was moved by Director York and seconded by Director Smelser to approve debits for payroll and**
31 **checks 29977 – 30024. Motion carried unanimously.**
32

33 **B. APPROVAL OF MINUTESB**

34 **It was moved by Director Smelser and seconded by Director Salke to approve the minutes of the May 11,**
35 **2018 Regular Board of Director's meeting as presented. Motion carried unanimously.**
36

37 **C. FIRE DEPARTMENT REPORT.....C**

38 Chief Simons reported:

- 39 • The District has been busy with the on-call volume picking up
- 40 • Tomorrow will be a Red Flag Warning Day in Nevada
- 41 • He attended the regional Office of Emergency Services meeting yesterday in preparation for the summer
42 season. A request for \$100 million was submitted to the state to improve pre-positioning of apparatus
43 and staff ahead of red flag days and other potentially major incidents. A portion of those funds would be
44 earmarked to improve joint agency communication through dispatch centers.
- 45 • The District responded to a large structure fire yesterday in Tahoma. Because of a late report to 911, the
46 home was almost fully engulfed when the fire trucks arrived, however there were no injuries.
- 47 • Staffing is being increased, including a new Defensible Space Inspector that has been hired for summer.
48 Chipping is now available and people can sign up online.

49 Smelser asked if there is a date for an updated evacuation report. There was a sense at the recent Alpine Fire
50 Safe Council meeting that it was being redone to address Alpine Meadows. Simons said the last Evacuation
51 Plan was updated two years ago. The next update is contingent upon Homewood Mountain Resort, and since no
52 improvements are scheduled yet, timing for the new Plan has not been set.

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2 Simons continued his report:

- 3 • The May 19 Bi-State Evacuation Drill was a success with all law enforcement and fire agencies from the
4 counties and 2 states participating. About 300 people were “evacuated” during the drill and attended the
5 Safety Fair at the Biltmore. Simons described some of the activities that included drones, aircraft, and
6 equipment on the ground.
- 7 • A major mudslide completely closed Alpine Meadows Road a few weeks ago.

8
9 **D. GENERAL MANAGER’S REPORT.....D**

10 General Manager Collins presented his May 2018 report. He continues to work with Troy Caldwell, who needs
11 to pay for the District evaluation before his project can move forward. Alpine Sierra is funding the Federal
12 Informer System for their project. The equipment will be housed in the ASCWD Booster Pump Station.

13
14 No yellow-legged frogs were found so Stantec is preparing the final report to move forward with the tank
15 replacement. All approvals should be received by mid-July. Collins noted the bid award process, which was in
16 his report. Also in his report was a cash-flow analysis showing increased costs of the project. There should be
17 bids available for Board review and action at the July meeting.

18
19 COLA information is not available yet to include in the draft budget, so 2.6% is being used as a placeholder.

20
21 Collins and Bancroft met with Tahoe Truckee Sierra Disposal to discuss the doubled collections in the ASCWD
22 dumpsters. All agreed it isn’t necessarily because of Alpine residents. There is a possibility that TTSD will
23 increase rates. Discussion followed regarding options for paying increased rates or requiring properties to install
24 bear boxes.

25
26 **E. REVIEW AND APPROVE THE 2018-2019 DRAFT OPERATING BUDGET BY FUND
27 BY MONTH AND CAPITAL BUDGET.....E**

28 **It was moved by Director York and seconded by Director Smelser to adopt the FY 2018-19 Operating
29 Budget by Fund by Month as presented. Motion carried unanimously**

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31 **It was moved by Director Salke and seconded by Director Smelser to approve the FY 2018-19 Capital
32 Budget as presented. Motion carried unanimously.**

33
34 **F. OPERATIONS & MAINTENANCE DEPARTMENT REPORT F**

35 Operations Manager Buz Bancroft presented the May report included in today’s meeting packets. He noted that
36 water meters are now being read electronically and remotely. A job that used to take several weeks can now be
37 done in a day. The Park and tennis courts should be open soon.

38
39 **G. TTSA REPORT G**

40 Northrop reported all TTSA requirements are being met. The Board will meet next week.

41
42 **H. RESOLUTION 2-2018 ESTABLISHING APPROPRIATIONS LIMITS FOR THE
43 FISCAL YEAR JULY 1, 2018 TO JUNE 30, 2019..... H**

44 **It was moved by Director Smelser and seconded by Director York to adopt Resolution 2-2018
45 establishing Appropriation Limits for FY July 1, 2018 – June 30, 2019 as presented.**

46 **Roll call vote:**

47 **AYES: Northrop, Salke, Smelser, and York**

48 **NOES: None**

49 **Motion carried unanimously.**

1 **I. REVIEW OF THE ASCWD CONSUMER CONFIDENCE REPORT FOR THE**
2 **CALENDAR YEAR 2017.....I**

3 Collins presented the report included in the Board packets. It was noted the report has been consistent over the
4 years and there have been no readings above the thresholds set.

5
6 **J. PLACER LAFCO CALL FOR NOMINATIONSJ**

7 No ASCWD Board member offered to be nominated for Placer County LAFCO.
8

9 **K. APPROVE NOTICE OF EXEMPTION REGARDING CEQA GUIDELINES K**

10 Collins explained this notice needs to be filed for the tank replacement project.

11 **It was moved by Director York and seconded by Director Smelser to approve filing the Notice of**
12 **Exemption regarding the CEQA Guidelines Section 15302 Replacement. Motion carried unanimously.**
13

14 **L. COMMITTEE REPORTSL**

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

- 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 **e. Reviewed the approved operating budget by fund by month for FY 2018/19 and**
24 **Capital budgets.**

25 Salke presented the June 7, 2018 Committee meeting report. There were no questions or comments.
26

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

28 This Committee did not meet.
29

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

31 York announced the Bird Walk is tomorrow.
32

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

34 This Committee did not meet.
35

36 **M. OPEN ITEMS.....M**

37 No items were reviewed.
38

39 **N. CORRESPONDENCE TO THE BOARD.....N**

40 No correspondence was presented.
41

42 **IV. DIRECTORS' COMMENTS**

43 Smelser reported on the recent Alpine Meadows Fire Safe Council meeting. There is usually an annual clean up
44 on USFS land with about 20 volunteers. USFS did not file the environmental document for this year so nothing
45 can be done. That said, the Council is asking if the volunteers can be used for another clearing and defensible
46 space project on District property. Collins was in favor of the idea, saying the District was going to pay to have
47 that work done. The volunteers will have to sign liability releases. The Board agreed. There was consensus to
48 allow volunteers to do fuels reduction work on the District property between the Park access and Casa Andina.
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50 Smelser asked where pine needles should be taken. Bancroft said the trash company will bring a green waste
51 dumpster to a neighborhood for \$100.

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V. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 10:02 AM. The next regularly scheduled Board meeting is July 13, 2018 at 9:00 AM.

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

approved as submitted 7/13/18