

1 **ALPINE SPRINGS COUNTY WATER DISTRICT**  
2 **MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING**  
3 **January 12, 2018**

4 Pursuant to notice given, the regular meeting of the Board of Directors, Alpine Springs County Water District,  
5 was held on Friday January 12, 2018 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 the  
9 Pledge of Allegiance.

10  
11 Directors Present: Janet S. Grant, President; Jon Northrop; Dave Smelser, and Christine York.

12 Directors Absent: Evan Salke

13 Staff Present: John Collins, General Manager; Buz Bancroft, Operations & Maintenance; Mike Dobrowski,  
14 District CPA (by telephone for financial report); and Judy Friedman, Recording Secretary

15 Guests Present: Chief Steve Simmons, North Tahoe Fire Protection District (NTFPD)  
16

17 **II. PUBLIC COMMENT**

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

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

21 **A. FINANCIAL REPORT .....A**

22 District CPA Mike Dobrowski reported he is meeting with the auditors to review the audited financials. The  
23 quarterly financial reports as of December 2017 were included in the meeting packets. Overall, everything is  
24 tracking favorable to the budget. There is an increase in the District's cash position of approximately \$261,000 over  
25 the prior fiscal year-to-date.  
26

27 **Director Northrop made a MOTION to accept the December 31, 2017 Financial Reports as presented.**

28 **Director Smelser SECONDED the motion. Directors Grant, Northrop, Smelser, and York being in favor, the**  
29 **motion was APPROVED unanimously.**  
30

31 **Director Northrop made a MOTION to accept the Quarterly Financial Reports for the period ending**  
32 **December 31, 2017 as presented. Director Smelser SECONDED the motion. Directors Grant, Northrop,**  
33 **Smelser, and York being in favor, the motion was APPROVED unanimously.**  
34

35 **Director Northrop made a MOTION to approve debits for payroll and checks 29738 - 29786. Director**  
36 **Smelser SECONDED the motion. Directors Grant, Northrop, Smelser, and York being in favor, the motion**  
37 **was APPROVED unanimously.**  
38

39 **B. APPROVAL OF MINUTES.....B**

40 **Director Northrop made a MOTION to approve the minutes of the December 8, 2017 Regular Board of**  
41 **Directors Meeting as amended. Director Smelser SECONDED the motion. Directors Grant, Northrop,**  
42 **Smelser, and York being in favor, the motion was APPROVED unanimously.**  
43

44 **C. FIRE DEPARTMENT REPORT.....C**

45 Chief Simmons showed pictures of the Creek Fire and surrounding fires in southern California to which NTFPD sent  
46 personnel and equipment. He reported:

- 47 • NTFPD has sent personnel, strike teams, and engines to the record setting fires in northern and southern  
48 California this fall and winter. The experience provided NTFPD with valuable training and opportunities to  
49 improve local procedures.
- 50 • The information required by ISO was due during the middle of fire season. With only 30 days notice, and no  
51 option to reschedule, the District was able to provide the information. A letter has been received stating that  
52 as of April 1, 2018, the District rating is Public Protection Class 3, which is significantly better than the  
53 previous rating, thanks to cooperative agreements and improved equipment and staffing. The ISO rating

1 system is 1-10 and less than 3500 fire agencies nationwide receive a Class 3 rating. This is important for  
2 property owner's insurance rates. A brief discussion followed regarding how the rating is earned.

- 3 • The incident report for December 2017 was included in the Board packets. Simmons said that since there  
4 have been few storms, the District is not as busy this year as in past winters. Crews have been running a lot  
5 of ambulance calls.
- 6 • There was a brief discussion about how grant funding impacts personnel and how cost of service revenues,  
7 including mutual aid and ambulance calls, are shared throughout the District. Simmons is hopeful of  
8 receiving one more retention grant, but there are plans to absorb employee costs even when grant cycles run  
9 out.

10  
11 **D. GENERAL MANAGER'S REPORT.....D**

12 General Manager Collins presented his December 2017 Managers Report, which was included in the meeting  
13 packets. He highlighted:

- 14 • The Preliminary Biological Survey Results for the Tank 4 and 4A Replacement Project has been received.
- 15 • The Stanford Chalet subdivision has sold. Collins heard the new owner has requested a demolition permit.
- 16 • Collins is still working with Placer County to insure ASCWD receives requests for permits. Perhaps when  
17 NTFPD is advised, they can let the District know so any ASCWD requirements, such as connection fees, can  
18 be met. Also ASCWD needs to make sure that no structures are being built over sewer or water lines.
- 19 • The Cost of Service Rate Model will be presented to this Board next month. It's hoped the public hearing can  
20 be scheduled for April.
- 21 • Collins is working with Peter Kraatz of Placer County on the Avalanche Control Easement.
- 22 • The auditors will attend the February Board meeting.

23  
24 **E. OPERATIONS & MAINTENANCE DEPARTMENT REPORT.....E**

25 Buz Bancroft presented the December water and sewer report, including water production, sewer flows, and  
26 maintenance performed. Almost 17 million gallons of water has been pumped for snowmaking. Another cold spell is  
27 expected next week so snowmaking should resume shortly.

28  
29 **F. TTSA REPORT.....F**

30 Northrop reported all requirements are being met. The next TTSA Board meeting is scheduled for February 14,  
31 2018. In response to a question, Collins said an exhibit has been produced showing the agency's responsibility and  
32 the property owner's responsibility as regards TTSA's requirements.

33  
34 **G. ELECTION OF OFFICERS.....G**

35 **Director Northrop made a MOTION to appoint Janet Grant as President of the Board. Director York**  
36 **SECONDED the motion. Directors Grant, Northrop, Smelser, and York being in favor, the motion was**  
37 **APPROVED unanimously.**

38  
39 **Director York made a MOTION to appoint Jon Northrop as vice President of the Board. Director Smelser**  
40 **SECONDED the motion. Directors Grant, Northrop, Smelser, and York being in favor, the motion was**  
41 **APPROVED unanimously.**

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43 Grant noted that current Committee assignments are still in effect. If anyone wants to change Committees, let her  
44 know.

45  
46 **H. SELECT A COMMUNITY FIRE COMMITTEE REPRESENTATIVE .....H**

47 Grant reminded the group of last month's presentation from John Moise, which included a suggestion to form  
48 a Community Fire Committee. In a follow-up email, Moise asked for two volunteers from ASCWD to serve on the  
49 Committee. Discussion followed regarding appointees. It was noted that Evan Salke offered to serve. It was agreed  
50 that Salke would be the ASCWD representative. If he is unable to serve, Smelser will be the representative.

51  
52 **I. COMMITTEE REPORTS .....I**

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

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

Grant presented the January 11, 2018 Committee meeting report. She noted a CD is due in January.

**Director Northrop made a MOTION to roll the CD due in January into a 6 or 12 month CD, whichever has the best return. Director Smelser SECONDED the motion. Directors Grant, Northrop, Smelser, and York being in favor, the motion was APPROVED unanimously.**

The Committee reviewed the draft audit. The auditors will be at the February 8 Committee meeting and February 9 Board meeting to present the information.

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

This Committee did not meet.

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

This Committee did not meet. York is hoping to schedule a meeting sometime between February 5<sup>th</sup> and 9<sup>th</sup> to prepare for the coming season.

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

This Committee did not meet.

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

No Open Items were presented.

**K. CORRESPONDENCE TO THE BOARD.....K**

There was no correspondence to be considered.

**IV. DIRECTORS' COMMENTS**

Smelser asked about the Placer County noise ordinance. The new cannons at the Alpine Meadows ski area are quite loud and scheduled to be operated at night. A brief discussion followed. There was an agreement that this is an issue for Placer County and the ski area.

**V. ADJOURNMENT**

**There being no further business to come before the Board, at 9:52 AM Director Northrop made a MOTION to adjourn today's meeting. Director Smelser SECONDED the motion. Directors Grant, Northrop, Smelser, and York being in favor, the motion was APPROVED unanimously.**

The next regularly scheduled Board meeting is Friday, February 9, 2018 at 9:00 a.m.

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

approved as submitted 2/9/18