

1 **ALPINE SPRINGS COUNTY WATER DISTRICT**
2 **MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING**
3 **October 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 October 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.
9

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

12 Directors Absent: None

13 Staff Present: John Collins, General Manager; Miguel Ramirez, Operations & Maintenance; Judy
14 Friedman, Recording Secretary. District CPA Mike Dobrowski attended via teleconference for his report.

15 Guests Present: North Tahoe Fire Protection District: Todd Conradson, Steve Simons, Steve McNamara
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 REPORTA**

22 District CPA Mike Dobrowski reported the field work for the audit has been completed. Dobrowski
23 presented the monthly and quarterly financial reports, ending September 30, 2019. Everything is tracking to
24 budget. He clarified specific line items and balances.

25 **It was moved by Northrop and seconded by Smelser to approve the monthly financial reports as of**
26 **September 30, 2019. Motion carried unanimously.**
27

28 **It was moved by Northrop and seconded by Salke to approve the quarterly financial reports as of**
29 **September 30, 2019. Motion carried unanimously.**
30

31 **It was moved by Northrop and seconded by York to approve payment of payroll and checks #30844 -**
32 **#30910. Motion carried unanimously.**
33

34 **B. APPROVAL OF MINUTES B**

35 **It was moved by Smelser and seconded by Salke to approve the minutes of the September 13, 2019**
36 **Regular Board of Directors meeting as presented. Motion carried unanimously.**
37

38 **C. FIRE DEPARTMENT REPORT C**

39 NTFPD Battalion Chief Simons reported:

- 40 • Although the area is still in "fire season," overall calls have slowed down following a very busy
41 summer
- 42 • Staffing changes, including his and Conradson's retirements
- 43 • The District is preparing and training for winter operations
- 44 • Defensible space inspections will soon be done for the season. The deadline to sign up for chipping
45 is tomorrow.

46
47 Chief Conradson reported:

- 48 • Steve McNamara has been appointed as the new Fire Marshall.

- The department is busy doing inspections given the October 15 dig deadline
- Preparations are being made to enforce the new Fire Code Ordinance (discussed later in this meeting)

Fire Marshall McNamara reported:

- A FEMA grant has been received for a new gurney lift system
- Active Shooter Training is being done and the District has received additional equipment to deal with this type of situation

Smelser asked how defensible space violations are being enforced. Conradson explained the complaint and enforcement policy, saying there are three non-compliant properties that he expects will be cited. None of the properties were in Alpine Meadows.

D. GENERAL MANAGER’S REPORT..... D

General Manager Collins presented the September 2019 Manager’s Report. He showed pictures of the progress being made on the Tank 4 and 4A Replacement Project. Collins hosted a recent Area Manager’s Meeting where there was discussion of local water districts developing standard plumbing and water codes. The District has received no comments since the public dumpsters were removed. There are a lot of bear boxes being installed. ASCWD is following up on rental homes, which are required to have the boxes.

E. OPERATIONS & MAINTENANCE DEPARTMENT REPORT E

Ramirez presented the Water/Waste Water Report for September 2019 and reviewed the maintenance done during the month. He thanked the Board for the decision to remove the public dumpsters and feels it has resulted in a cleaner, safer environment. A brief discussion followed regarding the work needed on Spring 2. Emergency access will be requested from USFS.

F. TTSA REPORT..... F

Northrop reported the plant is meeting all requirements and operating efficiently.

G. REVIEW AND COMMENT ON THE FALL 2019 NEWSLETTER.....G

The draft newsletter was included in today’s meeting packets. There were no changes recommended.

H. ADOPTION OF RESOLUTION 8-2019 AND INTRODUCTION OF ORDINANCE 9-2019 ADOPTING THE 2019 FIRE CODEH

Conradson described the process to change the Fire Code and distributed a summary of the changes specific to Alpine Meadows. Discussion followed clarifying the proposed changes and ratification process. **It was moved by York and seconded by Salke to adopt Resolution 8-2019, Findings of Fact for Changes or Modifications to the State Building Standards Code, necessary because of local conditions.**

ROLL CALL VOTE: AYES: Smelser, York, Salke, Northrop, and Grant

NOES: None

Motion carried unanimously

I. COMMITTEE REPORTS I

1. BUDGET & FINANCE COMMITTEE (DIRECTOR GRANT)

Grant presented the Budget and Finance Committee Report of the October 10, 2019 meeting. Per the Board’s direction, two CDs have been rolled over. Another is coming due October 16, 2019.

1 **It was moved by York and seconded by Northrop to roll the CD due October 16, 2019 to a 6, 9, or 12**
2 **month CD, adding interest in \$1,000 increments. Motion carried unanimously.**
3

4 Eight requests were received from customers asking for interest charges to be waived. The Committee
5 reviewed the requests and recommends denying each one per policy.

6 **It was moved by Smelser and seconded by Northrop to decline each owner request regarding billing**
7 **issues, per ASCWD policy. Motion carried unanimously.**
8

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

10 This Committee did not meet.

11
12 **3. PARK, RECREATION & GREENBELT COMMITTEE (DIRECTOR YORK)**

13 This Committee did not meet.

14
15 **4. LONG RANGE PLANNING COMMITTEE (DIRECTOR SMELSER)**

16 This Committee did not meet.

17
18 **J. OPEN ITEMSJ**

19 No additional items were presented.

20
21 **K. CORRESPONDENCE TO THE BOARDK**

22 There was no correspondence for Board review.

23
24 **IV. DIRECTORS' COMMENTS**

25 Smelser voiced concern about the dead trees around the AME well house. Staff will follow up on that issue
26 and another home in that cul-de-sac.

27
28 Grant presented staff with the President's Special Acknowledgement certificate from the Special District
29 Risk Management Authority (SDRMA) for no paid claims in the past five years as part of ASCWD's
30 participation in the Property Liability Program. Grant congratulated Collins and staff for a well-operated
31 organization.

32
33 Grant commended staff for the outreach regarding the dumpster issue.

34
35 Smelser reported the shelter-in-place drill was attended by about 25-30 people. There were good
36 presentations from Troy Caldwell, NTFPD, Calfire, and Placer County. Smelser said that in addition to
37 signing up for emergency notifications, people can check AlertTahoe for live-feeds from various cameras
38 in the area.

39
40 **V. ADJOURNMENT**

41 There being no further business to come before the Board, the meeting was adjourned at 10:12 AM. The
42 next regularly scheduled Board meeting is November 8, 2019 at 9:00 AM.

43
44 Respectfully Submitted, approved 11/8/19
45 Judy Friedman, Recording Secretary
46 THE PAPER TRAIL SECRETARIAL & BUSINESS SOLUTIONS