

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

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

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

11 Directors Absent: David Smelser

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

14 Guests Present: North Tahoe Fire Protection District Battalion Chief Steve Simmons, Lonnie Johnson, Cherie
15 Leining, and JMA President Jan Ganong.
16

17 **II. PUBLIC COMMENT**

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

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

22 **A. FINANCIAL REPORTA**

23 District CPA Mike Dobrowski presented the financial reports as of September 30, 2018. He reported the field
24 work with the auditors has been completed. He and Collins are now getting answers to their questions.
25 Dobrowski described the Fire Mitigation Fees that will be transferred to another line item, which will show in
26 the October financials.
27

28 **It was moved by Northrop and seconded by York to accept the September 30, 2018 financial reports as**
29 **presented. Motion carried unanimously.**

30 **It was moved by Salke and seconded by York to approve the quarterly Profit and Loss Statement by**
31 **Month. Motion carried unanimously.**
32
33

34 **It was moved by Northrop and seconded by York to approve the payroll and payment of checks #30188 –**
35 **30261 as presented. Motion carried unanimously.**
36

37 **B. APPROVAL OF MINUTESB**

38 **It was moved by Northrop and seconded by York to approve the minutes of the September 14, 2018**
39 **Regular Board of Directors meeting as presented. Motion carried unanimously.**
40

41 **C. FIRE DEPARTMENT REPORTC**

42 Chief Simons reported:

- 43 • Calls are quieting down for now, until winter hits. Crews have been participating in Fire Prevention
44 Month with activities in the schools. Hydrant maintenance is also being done.
- 45 • Chipping closes this week.
- 46 • Prevention is reviewing a lot of plans. A flowchart is available online for people to understand what
47 is involved in Plan Checks.
- 48 • Crews have been conducting inspections at businesses and educating both the public and firefighters

1 on safety issues.

- 2 • A new brush engine is in service.

3
4 **D. GENERAL MANAGER’S REPORT.....D**

5 General Manager John Collins presented the September 2018 Manager’s Report. He continues to work with
6 Dobrowski and the auditors. Collins noted the need to dedicate the easement on Bear Mountain Lane, but the
7 customer has not called back.

8
9 **E. OPERATIONS & MAINTENANCE DEPARTMENT REPORTE**

10 Buz Bancroft presented the September 2018 Water/Sewer report, noting water production, sewer flows, and
11 maintenance. He and the staff appreciate that the dumpsters have been moved. The contractor redoing the bike
12 trail is also installing a new service line at the AWE well.

13
14 **F. TTSA REPORT F**

15 Northrop reviewed the report on the October TTSA meeting. He noted the union effort at TTSA.

16
17 **G. CONTINUE DISCUSSION OF DUMPSTER REMOVAL G**

18 Collins reported that per Board direction at last month’s meeting, the dumpsters and recycling bins have been
19 temporarily relocated to three other locations in the Valley. Juniper Mountain Association asked not to have a
20 dumpster in their area. TTSD has been notified the dumpsters should come back to the original location
21 between Thanksgiving and New Year’s. Discussion followed between the Board, staff, and public present,
22 including JMA President Jan Ganong, regarding the response to the change and options for dealing with trash. It
23 was reiterated that the pilot program was instituted to deal with contractors dumping construction debris as well
24 as safety concerns because of bears.

25
26 **H. PUBLIC UTILITY EASEMENT DEDICATION H**

27 **1. CONSIDER AND APPROVE THE DEDICATION OF A PUBLIC UTILITY**
28 **EASEMENT FROM CHRISTINE GREEN ON BEAR MOUNTAIN LANE.**

29 Because the owner has not responded, this item was tabled.

30
31 **I. 2018 WINTER NEWSLETTER REVIEW.....I**

32 The Board reviewed the draft winter newsletter.

33
34 **J. COMMITTEE REPORTS.....J**

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

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

43 The Budget and Finance Committee report of the October 11, 2018 meeting was distributed. There is a CD due
44 at the end of this month.

45 **It was moved by Northrop and seconded by York to roll over the CD due at the end of October into a 3,**
46 **6, or 12 month CD and increasing it by interest accrued in \$1,000 increments. Motion carried**
47 **unanimously.**

1
2 Grant reported three letters were received from customers asking for a refund of interest charges. The
3 Committee does not recommend making any exceptions to the current policy.

4 **It was moved by Northrop and seconded by York not to make any exceptions to the current policy**
5 **regarding late fees. Motion carried unanimously.**

6
7 **2. ADMINISTRATION & PERSONNEL COMMITTEE (DIRECTOR SALKE)**

8 This Committee did not meet.

9
10 **3. PARK, RECREATION & GREENBELT COMMITTEE (DIRECTOR YORK)**

11 This Committee did not meet.

12
13 **4. LONG RANGE PLANNING COMMITTEE (DIRECTOR SMELSER)**

14 This Committee did not meet.

15
16 **K. OPEN ITEMSK**

17 No items were discussed.

18
19 **L. CORRESPONDENCE TO THE BOARD.....L**

20 There was no correspondence for Board review.

21
22 **IV. DIRECTORS' COMMENTS**

23 York announced a meeting tomorrow at the old Tahoe City firehouse for neighbors and stakeholders to consider
24 Gasex.

25
26 Grant noted a letter from SDRMA identifying no worker's comp claims, which improves the District's rates.
27 Thanks to all employees for a good safety record.

28
29 **V. ADJOURNMENT**

30 There being no further business to come before the Board, the meeting was adjourned at 10:22 AM. The next
31 regularly scheduled Board meeting is November 9, 2018 at 9:00 AM.

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33
34 Respectfully Submitted,
35 Judy Friedman
36 Recording Secretary
37 THE PAPER TRAIL SECRETARIAL & BUSINESS SOLUTIONS
38

approved as submitted 11/9/18