

1 **ALPINE SPRINGS COUNTY WATER DISTRICT**  
2 **MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING**  
3 **November 9, 2018**

4 Pursuant to notice given, the regular meeting of the Board of Directors, Alpine Springs County Water District, was held  
5 Friday November 9, 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, Dave Smelser and  
11 Christine York

12 Directors Absent: None

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

15 Guests Present: North Tahoe Fire Protection Chief Mike Schwartz and Lydia Altick from Auerbach  
16 Engineering  
17

18  
19 **II. PUBLIC COMMENT**

20 There were no comments on items not on today's agenda.  
21

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

23 **A. FINANCIAL REPORT .....A**

24 District CPA Mike Dobrowski presented the financial reports for the month of October. Placer County has not  
25 yet provided information on interest accrued as the County is changing software and behind on reports.  
26

27 **It was moved by Smelser and seconded by Salke to approve the October financial reports as presented.**  
28 **Motion carried unanimously.**

29  
30 **It was moved by Northrop and seconded by Smelser to approve payment of checks #30262 – 30218 and**  
31 **payroll. Motion carried unanimously.**  
32

33 **B. APPROVAL OF MINUTES .....B**

34 **It was moved by Northrop and seconded by Salke to approve the minutes of the October 12, 2018**  
35 **Regular Board Meeting as corrected. Motion carried unanimously.**  
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37 **C. FIRE DEPARTMENT REPORT.....C**

38 NTFPD Chief Mike Schwartz reported:

- 39 • Battalion Chief Simons is at the Camp Fire in Butte County. NTFPD sent 2 engines and 15 personnel  
40 in the middle of the night last night. Schwartz appreciated that the Union responded quickly and  
41 positively so personnel could respond and local stations can remain fully staffed. A brand new brush  
42 truck has been sent to help.
- 43 • Prevention is reviewing as many as 40 plans per week. Overtime has been authorized so the Plan  
44 Checks can continue.
- 45 • There doesn't seem to be a shoulder season anymore. There are still a lot of people in town. There has  
46 not been any precipitation, which increases fire danger. In addition, there have been structure fires as  
47 people start using heating devices and fireplaces.
- 48 • Schwartz showed a graph of Energy Releases, which shows trends and actuals and is used to help  
49 determine how likely fire is in a given area. The current line indicates that fire season is not yet over.

- October was Fire Protection Month. Staff did programs in schools focused on Look, Listen, and Learn. It was also Breast Cancer Prevention month and firefighters purchased and wore pink t-shirts.
- The District has met with Liberty Utilities to develop a plan given the new legislation allowing utilities to be shut off during high fire danger times.
- The District and Boards of NTFPD and Meeks Bay met with El Dorado County LAFCO about a consolidation plan.

**D. GENERAL MANAGER’S REPORT.....D**

General Manager John Collins presented the October 2018 Manager’s Report, which was included in the meeting packets. He reported the final EIR for Alpine Sierra should be released this month. The project is scheduled to go before the Planning Commission on January 10 and the Board of Supervisors in April, 2019. At its meeting last night, the North Tahoe Regional Advisory Committee (NTRAC) recommended approval of the entitlements.

The final GASB 68 has been submitted to the auditors.

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

Buz Bancroft presented the Water/Sewer Report for October 2018, noting water production, sewer flows, and maintenance preformed. The park is closed for the season. Discussion followed as confined space training was explained.

**F. TTSA REPORT .....F**

No report was given. The next TTSA Board meeting is scheduled for November 14, 2018.

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

Collins presented the report on his investigation into bear boxes. The fee is about \$1,000 per box. His report considered issues that arise with dumpsters at the District office and in “bunkers,” as well as alternative locations. Zinn is keeping a record of public input. Discussion followed regarding feedback of the new dumpster locations, options available, and enforcement of trash ordinances. The Board will consider a solution to be in place by next summer.

**H. PUBLIC UTILITY EASEMENT DEDICATION ..... H**

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

Collins reported the utilities have already been installed. Technically the District is not required to maintain them, but should and now a fire hydrant is needed. The facilities were dedicated to the District, but the easement was not.

**It was moved by Smelser and seconded by York to approve the dedication of the public utility easement from Christine Green on Bear Mountain Lane, subject to receipt of notarized statements from all Bear Mountain property owners. Motion carried unanimously.**

**I. COMMITTEE REPORTS .....I**

**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 November 8 Committee report. There is a CD due on November 6.

**It was moved by Salke and seconded by Northrop to roll the CD due on November 16, 2018 into a 3, 6, or 12 month CD, increasing it by interest accrued in \$1000 increments. Motion carried unanimously.**

Grant reported a customer who owns two properties is requesting return of interest charges due to late payments. The Committee recommends no exception to the policy.

**It was moved by Northrop and seconded by Salke not to allow an exception to the late payment fee policy. Motion carried unanimously.**

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

This Committee did not meet.

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

This Committee did not meet.

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

This Committee did not meet.

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

Smelser asked for clarification on Fire Mitigation Fees. Collins said a report will be presented next month explaining how the fees are used.

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

The Board reviewed the letter from Don Fulda regarding dumpsters.

**IV. DIRECTORS' COMMENTS**

York attended the recent Gasex meeting. Supervisor Montgomery asked that the exploders be tested and data be gathered in order to understand the impacts. A Community Advisory Committee is being formed to work with the County and ski area.

**V. ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 10:05 AM. The next regularly scheduled Board meeting is December 14, 2018 at 9:00 AM.

Respectfully Submitted,

Judy Friedman

Recording Secretary

THE PAPER TRAIL SECRETARIAL & BUSINESS SOLUTIONS