

1 **ALPINE SPRINGS COUNTY WATER DISTRICT**
2 **MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING**
3 **December 8, 2017**

4 Pursuant to notice given, the regular meeting of the Board of Directors, Alpine Springs County Water District,
5 was held on Friday December 8, 2017 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
11 Directors Present: Janet S. Grant, President; Jon Northrop; Evan Salke; and Dave Smelser. Christine
12 York arrived at 9:05 AM.

13 Directors Absent: None

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

16 Guests Present: Chief Todd Conradson and Forest Fuels Coordinator Mike Vollmer, North Tahoe Fire
17 Protection District (NTFPD); John Moise, Jesse Shirley, and Dawn Grass.

18
19 **II. PUBLIC COMMENT**

20 Jesse Shirley thanked the District for allowing him to do defensible space work in the valley.
21

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

23 **A. FINANCIAL REPORTA**

24 District CPA Mike Dobrowski presented the November 30, 2017 financial reports. He noted the high bank
25 balance, which is typical for this time of year. The auditors have completed their work and the reports should be
26 received soon.

27 **Director Smelser made a MOTION to accept the November 30, 2017 Financial Reports as presented.**

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

30
31 **Director Salke made a MOTION to approve debits for payroll and checks 20686 - 29737. Director**
32 **Smelser SECONDED the motion. Directors Grant, Northrop, Salke, and Smelser being in favor, the**
33 **motion was APPROVED unanimously.**

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35 NOTE: Director York arrived after these votes.
36

37 **B. APPROVAL OF MINUTESB**

38 **Director Salke made a MOTION to approve the minutes of the November 10, 2017 Regular Board of**
39 **Directors Meeting as amended. Director Northrop SECONDED the motion. Directors Grant, Northrop,**
40 **Salke, Smelser, and York being in favor, the motion was APPROVED unanimously.**

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42 **C. FIRE DEPARTMENT REPORT.....C**

43 Chief Conradson reported:

- 44 • The NTFPD efficiency study, which includes Meeks Bay, is going well.
- 45 • Strikes teams and an engine from NTFPD have been sent to assist with fires in Southern California.
- 46 • NTFPD met with the Alpine Sierra principals last week to discuss issues raised in the environmental
47 reviews. The plans call for two Class 1 Fire Resistant Buildings. Although the developers are restricted
48 as to what they can do on US Forest Service property, there is potential to reduce fuels in the
49 neighborhood and along potential evacuation routes.

50
51 Forest Fuels Coordinator Vollmer reported:

- He is working with USFS regarding the Alpine Sierra project in general and specifically on fuels reduction in urban interface areas.
- In response to a question about evacuation routes, Vollmer said there are a number of different land owners involved. NTFPD will do an evaluation about high priority areas that can be addressed to get people out safely and quickly.

D. GENERAL MANAGER’S REPORT.....D

General Manager Collins presented his November 2017 written report, which was included in the meeting packets. He highlighted:

- The audit has been completed. He should receive a draft next week.
- Collins is completing the HDR Cost of Service summary, which should come to the Board next month. A public hearing for rates should be done in March or April. The Board will vote on adopting the rates in May.

E. OPERATIONS & MAINTENANCE DEPARTMENT REPORTE

Buz Bancroft presented the water and sewer report for the month of November. The system is meeting all state and federal standards. All wells were running this month as the ski area was making snow. He reviewed water production, sewer flows, and maintenance done during the past month. The new valve at Tank 2 has been installed. The gravity sewer line is operational at the District offices and fire station. Repairs on Tank 4-A have been completed. Bancroft reported all water samples were absent coliform bacteria.

F. TTSA REPORT F

TTSA did not meet in November. The next meeting is scheduled for next week.

G. COMMITTEE REPORTS..... G

1. BUDGET & FINANCE COMMITTEE (DIRECTOR GRANT)

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

President Grant distributed the report from the December 7, 2017 Budget and Finance Committee meeting. The Committee recommends denying the request for removal of a penalty charge, per ASCWD policy.

Director York made a MOTION to deny a customer request to remove a penalty charge, per ASCWD policy. Director Northrop SECONDED the motion. Directors Grant, Northrop, Salke, Smelser, and York being in favor, the motion was APPROVED unanimously.

President Grant noted the letter from SDRMA offering Worker’s Compensation Insurance for Board members. The Committee has reviewed the letter and does not recommend taking on this added expense.

Director Northrop made a MOTION not to adopt a resolution to add Worker’s Compensation Insurance for Board members. Director Smelser SECONDED the motion. Directors Grant, Northrop, Salke, Smelser, and York being in favor, the motion was APPROVED unanimously.

President Grant noted a CD is due in January. There is \$1.4 million available for operations. Per ASCWD policy, the Reserves are nearly back up to \$1 million for emergencies and 2 month’s operational expenses.

2. ADMINISTRATION & PERSONNEL COMMITTEE (DIRECTOR SALKE)

This Committee did not meet.

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

1 This Committee did not meet.

2

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

4 This Committee did not meet.

5

6 **H. DISCUSSION OF POSSIBLE FORMATION OF A FIRE COMMITTEE..... H**

7 President Grant reminded the group of direction given last month to have NTFPD review John Moise’s letter
8 regarding evacuation options for Alpine Meadows. Chief Conradson said a meeting was convened yesterday,
9 which included Moise, to discuss ground evacuation routes, sheltering in place, and lessons learned from the
10 recent fires in northern California. Moise, whose primary home is in Sonoma County, told stories of friends and
11 neighbors who had to escape the fires. He thought of Alpine Meadows and wondered how this heavily wooded
12 area with one main road would cope in a similar situation.

13

14 Moise’s correspondence suggested ASCWD form a Subcommittee to consider the issue. After yesterday’s
15 meeting, he realized ASCWD is just one component. There needs to be information and education distributed to
16 homeowners and the best way to do that is through the three homeowners associations in Alpine Meadows.
17 Moise suggested the HOAs, ASCWD, and NTFPD appoint people to a Fire Committee that is charged with
18 understanding what needs to be done to survive a wildfire in Alpine, how to be safe, where to go, and who has
19 jurisdiction over what. That information can then be disseminated to residents.

20

21 Discussion followed regarding the suggestion, options to implement it, and ideas for moving forward. There
22 was consensus from the Board and Chief Conradson that this is a good idea and should be pursued. Moise will
23 continue to work on it and get back to ASCWD with next steps. This item will be on the next ASCWD agenda
24 to appoint a representative to the Committee.

25

26 **I. OPEN ITEMSI**

27 No additional items were presented.

28

29 **J. CORRESPONDENCE TO THE BOARD.....J**

30 The Board reviewed all correspondence. There was agreement that letters and emails from property owners
31 regarding the proposed developments in the valley and fire issues will receive a response that the HOAs will be
32 forming a Committee to work on fire safety for the community. Placer County is the approving agency for those
33 projects, although ASCWD has commented on the environmental documents.

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35 **IV. DIRECTORS’ COMMENTS**

36 There were no additional comments.

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38 **V. ADJOURNMENT**

39 **There being no further business to come before the Board, at 10:00 AM Director York made a MOTION**
40 **to adjourn today’s meeting. Director Northrop SECONDED the motion. Directors Grant, Northrop,**
41 **Salke, Smelser, and York being in favor, the motion was APPROVED unanimously.**

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43 Next regularly scheduled Board meeting – Friday, January 12, 2018, at 9:00 a.m.

44

45 Respectfully Submitted,

46 Judy Friedman, Recording Secretary

47 THE PAPER TRAIL SECRETARIAL & BUSINESS SOLUTIONS