

1 **ALPINE SPRINGS COUNTY WATER DISTRICT**
2 **MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING**
3 **April 9, 2021**
4

5 Pursuant to the Governor's Executive Order N-29-20, issued March 17, 2020, the Alpine Springs County Water District Board
6 Room was not accessible to the public for this Board meeting. The meeting was accessible via Zoom. Public comments were
7 accepted by the Board on the call or via mail.
8

9 **A. CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL**

10 President Grant called the meeting to order at 9:03 AM via Zoom.

11
12 Directors Present: President Janet S. Grant, Vice-President Janice Ganong, Dave Smelser, and Christine
13 York. Salke joined the call at 10:40 AM.

14 Directors Absent: None

15 Staff Present: General Manager Joseph Mueller, O&M Supervisor Miguel Ramirez, District CPA Mike
16 Dobrowski, and Recording Secretary Judy Friedman

17
18 Guests attending via teleconference included Liz Zang, John Mecklenbug, and from NTFPD, Chief Steve
19 Leighton, Steve McNamara, and Eric Horntvedt. There may have been others on the call who did not
20 identify themselves.

21
22 **B. PUBLIC COMMENT**

23 There were no comments on items not on today's agenda.
24

25 **C. APPROVAL OF MINUTES**

26 **C1) MARCH MINUTES**

27 **It was moved by and Smelser seconded by Ganong to approve the minutes of the Regular Board**
28 **Meeting of March 12, 2021 as amended. Motion carried unanimously.**
29

30 **D. DEPARTMENT REPORTS**

31 **D1) FINANCIAL REPORT**

32 District CPA Mike Dobrowski presented the March 2021 financial reports and answered questions
33 clarifying the information. Ganong asked about the breakdown of property tax revenues allocated to the fire
34 district contract and the park. Mueller will provide more information on the actual percentage of the
35 allocations. It was noted that rate revenues cannot be used for park operations.
36

37 **It was moved by Ganong and seconded by Smelser to approve the financial statements as of March**
38 **31, 2021 as presented. Motion carried unanimously.**
39

40 **It was moved by Ganong and seconded by Smelser to approve payment of payroll, electronic fund**
41 **transfers and checks # 31808 - 31844. Motion carried unanimously.**
42

43 **It was moved by Smelser and seconded by Ganong to approve the July 2020 – March 2021 Quarterly**
44 **Reports. Motion carried unanimously.**
45

46 **D2) FIRE DEPARTMENT REPORT**

47 Chief Leighton reported:

- 48 • The Pilot Staffing Program between December 26 and March 26 resulted in the average response
49 time reduced by 91 seconds

- The District is preparing for wildland fire season, given the low precipitation this year
- Calls more than doubled compared with last year, which was a record year. Of the 260 calls during the month, 23 were from Alpine Meadows and of those, 17 were from the ski area.
- The District continues to assist Tahoe Forest Hospital with administering COVID vaccines.
- Most of the District staff has been vaccinated and training will resume as restrictions are relaxed.
- Leighton is working with the California Fire Chiefs Association and the Fire District for California Association task force on legislative activities.

Chief McNamara reported:

- The application-based system changes related to development have received a good response
- NTFPD was one of eleven fire departments selected to participate in the National Fire Protection Association Risk Assessment, which provides tools to review data and identify areas of risk. The District can apply for a grant to move through a risk-reduction model that includes a consultant.
- The County fees to apply for an STR permit have been pro-rated for those not able to complete the permitting process in a timely manner given COVID. An inspection by NTFPD is required for those permits.
- There are about eight projects in excess of 100 units proposed for development in the area, including White Wolf and Alpine Sierra in Alpine Meadows.

Forest Fuels Coordinator Horntvedt reported:

- The update to the 2016 Local Fire Mitigation Plan has been submitted to Placer County. The plan identifies projects proposed for the next five years and allows the District to be eligible to apply for FEMA funding. The Plan includes pretraining for avalanche response and addresses community wildfire protection plans
- Two defensible space inspectors will be hired this summer.
- The District is applying for a CCI grant specific to hazardous fuel reduction in Alpine Meadows
- The USFS project on Alpine Meadows Road is getting into some steeper areas. Until an environmental analysis is done, Horntvedt recommends the community work day focus on private properties and greenbelt lands owned by ASCWD or homeowner associations.

D3) GENERAL MANAGER'S REPORT

General Manager Mueller presented his February 2021 report. He described his communications with the developers of White Wolf and Alpenglow, previously called Alpine Sierra.

Mueller continues to work with Stantec Engineering to finalize the draft Fire Flow Alternatives Analysis for Juniper Mountain. Some of the intermediate fixes will be investigated in the spring. The hydrants will be tested to determine the actual fire flows and if there is something impeding the flow. A final report will be submitted to the Board. Mueller answered questions about the pros and cons of installing a special tank and how the testing will be done.

The topic was open to public comment. John Mecklenburg asked for clarification on the testing and next steps. Mueller responded that if the hydrants are determined to be fully unusable, they will be bagged. That said, NTFPD does have a plan in place to provide fire protection services even without those hydrants. Public comment was closed.

Mueller is in conversations about the design for water and sewer service lines and developing an agreement defining the District's role and private line ownership as regards the Base-to-Base Gondola project.

1 **D4) OPERATION & MAINTENANCE DEPARTMENT REPORT**

2 O&M Supervisor Miguel Ramirez presented Water/Waste Water Report for March 2021, indicating water
3 production and flows. Maintenance for the month included routine sampling. Ramirez’s report included
4 photos of work in the field.

5
6 **D5) TTSA REPORT**

7 Representative Smelser presented a report of the March 17, 2021 TTSA Board meeting. TTSA is still in
8 the process of hiring a new Lab Director. The General Manager’s contract renewal will be considered at the
9 May meeting.

10
11 **E. BUSINESS ITEMS FOR BOARD DISCUSSION & ACTION**

12 **E1) CONSIDERATION OF RESOLUTION 3-2021 APPLICATION FOR THE STATE OF**
13 **CALIFORNIA CLIMATE INVESTMENT FIRE PREVENTION GRANT**

14 Mueller explained this resolution will accompany the NTFPD Cal Fire Prevention grant application. It
15 confirms that the ASCWD allocation will continue and the funds will be used for defensible space on
16 District lands and for forest fuels reduction.

17
18 **It was moved by Smelser and seconded by York to adopt Resolution 3-2021.**

19 **Roll call vote:**

20 **AYES: Grant, Smelser, York, and Ganong**

21 **NOES: None**

22 **Motion carried unanimously**

23
24 **E2) CONSIDERATION OF RESOLUTION 2-2021 REQUESTION COLLECTION OF**
25 **CHARGES ON TAX ROLL**

26 This is the annual requirement asking Placer County collect for ASCWD delinquent accounts through
27 property tax. There are 17 accounts for collection this year, which is only two more than last year, but they
28 represent a 106% higher dollar amount. Mueller believes the increase has to do with leaks. He suggested
29 the Board consider additional action for those property owners who do not respond to ASCWD.

30
31 **It was moved by York and seconded by Ganong to adopt Resolution 2-2021.**

32 **Roll call vote:**

33 **AYES: Grant, Smelser, York, and Ganong**

34 **NOES: None**

35 **Motion carried unanimously**

36
37 **E3) 2021/2022 GOALS AND OBJECTIVES**

38 Mueller presented the staff report of the Committee meeting on March 24. Most of the recommended
39 changes have to do with documentation for the evaluation process.

40
41 **It was moved by York and seconded by Smelser to approve the updates to the District Goals and**
42 **Objectives for 2021/2022. Motion carried unanimously.**

43
44 **E4) POLICY NUMBER: 4.7.0 PUBLIC ACCESS TO BOARD PACKAGES**

45 Mueller explained this would allow the full Board packet to be available on the ASCWD website for the
46 public.

1 **It was moved by Ganong and seconded by York to adopt Policy Number 4.7.0 as amended. The**
2 **packet will be posted to the website and mailed to those who have filed a written request to receive**
3 **the information at the same time it is made available to Board members. Motion carried**
4 **unanimously.**

5
6 **E5) SPRING 2021 ASCWD Newsletter**

7 The Board reviewed the draft newsletter and offered suggestions regarding content. Mueller proposed that
8 since it is now eight pages, a notification be sent to members that it is available for viewing on the website
9 or hard copies can be picked up at the office. A laminated copy will be posted at the park.

10
11 **F. COMMITTEE REPORTS**

12 **F1) BUDGET & FINANCE COMMITTEE (PRESIDENT GRANT)**

13 Grant reported on the Committee meeting of April 8. There is a CD due later this month for approximately
14 \$17,000. The Committee recommends that given the negligible return on investments right now and the
15 low balance in the Operations account, the funds be put into Operations. That will effectively close the
16 Money Market account. The Committee will continue to investigate opportunities that may yield higher
17 returns.

18
19 **It was moved by Smelser and seconded by Ganong to transfer the approximately \$17,000 from the**
20 **CD due April 29, 2021 to the Operations account. At the Treasurer's discretion, the Money Market**
21 **account will be closed and any remaining funds will be transferred to Operations. Motion carried**
22 **unanimously.**

23
24 **It was moved by Salke and seconded by Ganong to approve reimbursement of the unbudgeted**
25 **expense of \$14.99 to Pam Zinn for the Zoom account. Motion carried unanimously.**

26
27 The Committee will continue to discuss options to pay down the unfunded liability. Addressing electric
28 costs associated with snow making will be considered during the next rate study.

29
30 **F2) PARK, RECREATION & GREENBELT COMMITTEE (DIRECTOR YORK)**

31 Mueller presented the ADA inspection report for the park. York reported Horntvedt will make a
32 recommendation on the greenbelt situation after he walks the area to see what should be addressed. Mueller
33 and Horntvedt will make a recommendation on a policy regarding homeowners making modifications in
34 the greenbelt, which will be submitted to the Board for review and adoptions.

35
36 **F3) LONG RANGE PLANNING COMMITTEE (DIRECTOR SMELSER)**

37 This Committee did not meet

38
39 **F4) ADMINISTRATION & PERSONNEL COMMITTEE (DIRECTOR GANONG)**

40 Ganong presented the report in the packet of the March 24 Committee meeting. There is some confusion
41 about A&P Policies 4.0.0 and 4.8.0 having to do with how long recordings of Board meetings are
42 maintained. Policy states that recordings of minutes of will kept for 90 days. He was asked to recommend
43 an Employee Salary Step policy to be presented at the May Board meeting.

44
45 **G. OPEN ITEMS**

46 No additional items were brought forward.

47
48 **H. CORRESPONDENCE TO THE BOARD**

1 No correspondence was submitted.

2

3 **I. CLOSED SESSION**

4 Closed Session was not convened.

5

6 **J. DIRECTORS' COMMENTS**

7 Smelser believes the restoration project near the greenbelt area on Snowcrest may have created some ponds
8 that will attract mosquitos. Following a brief discussion, it was agreed homeowners need to be educated on
9 what may happen in run-off areas. Placer County Vector Control will also be contacted for some
10 educational materials.

11

12 **K. ADJOURNMENT**

13 There being no further business to come before the Board, the meeting was adjourned at 11:21 AM. The
14 next regularly scheduled Board meeting is Friday May 14, 2021 at 9:00 AM.

15

16 Respectfully Submitted,

17 Judy Friedman

18 Recording Secretary

19 THE PAPER TRAIL SECRETARIAL & BUSINESS SOLUTIONS

20