

**ALPINE SPRINGS COUNTY WATER DISTRICT
MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING**

Pursuant to notice given, the regular meeting of the Board of Directors, Alpine Springs County Water District, was held Wednesday, February 15, 2012, at 1:00 p.m., District Board Room, 270 Alpine Meadows Road.

1 **1. CALL TO ORDER**

2 Vice President Nungester called the meeting to order at 1:01 p.m.

3 **PLEDGE OF ALLEGIANCE**

4 Those attending joined in reciting the Pledge of Allegiance.

5 **ROLL CALL**

6 Directors Present: Charles Nungester, Vice President; Janet S. Grant; Jon
7 Northrop; Virginia Quinan.

8 Directors Absent: Barbara Danz, President.

9 Staff Present: John Collins, General Manager; Mike Dobrowski, CPA (by
10 telephone).

11 Guest Present: Peter Poe/NTFPD

12 **The numbering of the following items matches the original order of the**
13 **scheduled items in the meeting agenda. However, to take best advantage**
14 **of meeting participants' time, the items were dealt with in a different order**
15 **during today's meeting, as seen below.**

16 **2. PUBLIC PARTICIPATION**

17 None.

18 **3. ITEMS FOR BOARD DISCUSSION & ACTION**

19 **F. TTSA Report:**

20 Director Northrop provided a written report on items of interest to ASCWD
21 from the February 8 TTSA Board meeting.

- 22 • The plant is operating normally and efficiently.
- 23 • All waste water discharge requirements are being met.
- 24 • Director Northrop reported that there is talk about a roundabout over
25 the Truckee River interceptor near the Chevron Station in Tahoe City,
26 which would add another 10 feet of dirt over the interceptor.

27 The next TTSA Board meeting is scheduled for March 14.

28 **A. Financial Reports:**

29 Mike Dobrowski, District CPA, participated in discussion of this agenda
30 item by telephone.

- 31 • Mike said expenses are \$98,000 under budget on a year-to-date
32 basis, and slightly under for the month. The District's cash position is
33 \$250,000 better than last year.
- 34 i. **January Month-end Financial Statements:** Director Northrop made
35 a MOTION that the Board accept the January 31, 2012, month-end
36 financial reports. Director Quinan SECONDED the motion. Directors
37 Grant, Northrop and Quinan being in favor, the motion was
38 APPROVED.
- 39 ii. **January Expenses Paid & Payable:** The Directors reviewed the
40 monthly check register. Director Northrop made a MOTION that the
41 Board approve the Expenses Paid & Payable (the debits for payroll
42 and checks 26080 through 26113). Director Quinan SECONDED the
43 motion. During discussion, Director Quinan asked about special
44 district dues for \$3,000; Vice President Nungester and Manager
45 Collins both stated that this amount was about the same as last year.
46 Directors Grant, Northrop and Quinan being in favor, the motion was
47 APPROVED.

48 **B. Approval of Minutes of Regular Board Meeting Held on January 13,**
49 **2012:**

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1 Director Northrop made a MOTION that the Board approve the minutes of
2 the January 13, 2012, Regular Board of Directors Meeting. Director
3 Quinan SECONDED the motion. Directors Grant, Northrop and Quinan
4 being in favor, the motion was APPROVED.

5 **C. Fire Department Report:**

6 Peter Poe from NTFPD was in attendance and reported the following:

- 7 • Dispatch Report: There were 22 calls to dispatch, mostly medical aid
8 to the ski area. One call was for a propane leak which proved to be a
9 nearly empty tank. The tank was filled, checked for leaks and found
10 to be okay.
- 11 • Station Staffing: The station will be staffed from Friday through
12 Monday for Presidents' Day weekend.
- 13 • Alpine Meadows Fire Mitigation Plan: The Plan was approved by the
14 Placer County Board of Supervisors on February 14 and will be in
15 effect for the remainder of the calendar year.

16 **D. General Manager's Report:**

17 John Collins, General Manager, provided a written report on his activities
18 during the month of January, with discussion on the following topics:

- 19 • Sierra Nevada Conservancy (SNC) Grant: Manager Collins reported
20 that SNC has extended the grant completion deadline to August 31,
21 2012, so that testing of stream water quality can be finished.
- 22 • Alpine Meadows Bridge: No activity this month.
- 23 • Alpine Sierra Subdivision: Manager Collins met with NTFPD and
24 subdivision developer personnel. The purpose of the meeting was to
25 review the status of ingress to and egress from the subdevelopment.
- 26 • Marten Barry's Property: The boundary line adjustment has been
27 recorded. The Grant of Sewer Easement documents have been
28 forwarded to Mr. Barry.
- 29 • AME Well Rehab: Manager Collins forwarded the signed contract to
30 Stantec for execution. The contract is currently under review by
31 Stantec legal counsel.
- 32 • Rate Study: Manager Collins reported that he has provided HDR with
33 all requested information. The Board should have a draft of the report
34 to review by next month.
- 35 • Alpine Meadows Road Pipeline Project: Manager Collins reported that
36 he is waiting to review the plans when they are 50% complete.

37 **E. Operations & Maintenance Department Report:**

38 Manager Collins presented a written report, prepared by O&M Staff, for
39 the month of January that included status updates on water, sewer,
40 garbage and other services provided by the District.

- 41 • Staff added insulation at the water tank transducer boxes, due to
42 continued cold and no snow cover.
- 43 • Staff replaced several water meters that froze and broke, added
44 insulation to water boxes, and in some cases added a box and soil to
45 raise the depth of soil above the water meter.
- 46 • Director Quinan asked if the new meters being installed were remote
47 read meters. Manager Collins said Staff were using meters in stock
48 which can be converted to remote read.

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- No snow removal was required this month around the shop, office and hydrants.
- As of January 31, 2012, the ski area had pumped 26,253,000 gallons from Wells R-1 and R-2. Director Grant asked if the \$26,253 generated from this snow-making usage was allocated a quarter to District revenue and three-quarters to reduction in the liability owed to the ski area; Manager Collins said yes.
- Routine water samples were absent coliform bacteria.

G. Committee Reports:

- i. **Budget & Finance Committee:** Vice President Nungester gave a verbal report of this morning's Committee meeting.
 - a. **Non-standard Transactions:** None.
 - b. **Investments/cash:** One of the District's CDs is maturing on March 14, after next month's Board meeting. The Committee will make a recommendation regarding disposition of the CD funds at next month's Board meeting.
 - c. **Requests from Customers for Adjustments to their Bills:** None.
 - d. **Requests for Unbudgeted Expenses:** None.
 - e. **Next meeting:** Thursday, March 8, at 1:00 p.m.
- ii. **Administration & Personnel Committee:** There was no meeting. However, Vice President Nungester reported that the Employee Manual was not reviewed last year so it is being done now.
- iii. **Park, Recreation & Greenbelt Committee:** There was no meeting.
- iv. **Long Range Planning Committee:** There was no meeting.

H. Open Items: None.

I. Correspondence to the Board: None.

4. DIRECTORS' COMMENTS

The next Board meeting will be held on March 9 at 8:30 a.m.

5. CLOSED SESSION

None.

6. ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 1:27 p.m.

Respectfully Submitted,

approved as submitted 3/9/12

Janet Grant
Recording Secretary