

**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 Friday, October 11, 2013, at 8:30 a.m., District Board Room, 270 Alpine Meadows Road.

1 **1. CALL TO ORDER**

2 President Quinan called the meeting to order at 8:31 a.m.

3 **PLEDGE OF ALLEGIANCE**

4 Those attending joined in reciting the Pledge of Allegiance.

5 **ROLL CALL**

6 Directors Present: Virginia Quinan, President; Janet S. Grant; Jon Northrop; Don  
7 Priest; Evan Salke.

8 Directors Absent: None.

9 Staff Present: John Collins, General Manager; Buz Bancroft, Operations &  
10 Maintenance; Mike Dobrowski, CPA (by telephone); Jancis Martin, Recording  
11 Secretary.

12 Guest Present: Todd Conradson/NTFPD; Nita Wracker/NTFPD; Ken  
13 Gracey/Alpine Meadows Fire Safe Council; Dawn Grass/Alpine Meadows Fire  
14 Safe Council.

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

19 **2. PUBLIC PARTICIPATION**

20 None.

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

22 **A. Financial Reports:**

23 Mike Dobrowski, District CPA, participated in discussion of this agenda  
24 item by telephone.

- 25 • The District auditors did their field work in September.
- 26 • Mike has added work-in-progress figures to his cover memo.
- 27 • Director Salke asked for a summary of the Accounts Receivables;
- 28 Mike said \$46K was outstanding, which meant collections were better  
29 than in prior years.

30 i. **September Month-end Financial Statements:** Director Northrop  
31 made a MOTION that the Board accept the September 30, 2013  
32 month-end financial reports. Director Grant SECONDED the motion.  
33 Directors Grant, Northrop, Priest and Salke being in favor, the motion  
34 was APPROVED.

35 ii. **September Expenses Paid & Payable:** The Directors reviewed the  
36 monthly check register. Director Grant made a MOTION that the  
37 Board approve the Expenses Paid & Payable (the debits for payroll  
38 and checks 27065 through 27114). Director Northrop SECONDED  
39 the motion. Directors Grant, Northrop, Priest and Salke being in  
40 favor, the motion was APPROVED.

41 iii. **September Quarterly Financial Statements:** Director Northrop  
42 made a MOTION that the Board accept the July through September  
43 quarterly financial reports. Director Grant SECONDED the motion.  
44 Directors Grant, Northrop, Priest and Salke being in favor, the motion  
45 was APPROVED.

46 **B. Approval of Minutes:**

47 Director Priest made a MOTION that the Board approve the minutes of  
48 the September 13, 2013, Regular Board of Directors Meeting. Director

**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 Friday, October 11, 2013, at 8:30 a.m., District Board Room, 270 Alpine Meadows Road.

1 Northrop SECONDED the motion. Directors Grant, Northrop, Priest and  
2 Salke being in favor, the motion was APPROVED.

3 **C. Fire Department Report:**

4 Nita Wracker and Todd Conradson from NTFPD were in attendance and  
5 reported the following:

- 6 • Dispatch Calls: There were 5 calls to dispatch from Alpine Meadows  
7 in September, none for fire.
- 8 • Iron Man and Tough Mudder kept NTFPD busy in September, but not  
9 as much as other venues had led them to expect. Iron Man will return  
10 to Tahoe next year.
- 11 • Fire Station Staffing: NTFPD staffed the Alpine Meadows fire station  
12 for 6 days in September, totaling 35 days for the fiscal year.

13 **I. Ordinance Adopting the 2013 Edition of the California Building**  
14 **Standards and Fire Code with Amendments Repealing Ordinance**  
15 **10-2010:**

16 Nita Wracker said the proposed Ordinance was being introduced to the  
17 Board at today's meeting, and that a public hearing and consideration of  
18 adoption of the Ordinance would be scheduled for the ASCWD December  
19 Board meeting. She explained that districts are required to update their  
20 fire codes every two years, or they revert to using the state code. She  
21 said the main thrust of this year's update was to make the code simpler.  
22 The numbering was edited to make it easier for NTFPD and contractors  
23 to understand. There were no significant changes. The more stringent  
24 items have been removed. Director Grant made a MOTION that the  
25 Board introduce the Ordinance today and schedule a public hearing on  
26 December 13 at 9:00 a.m. to consider adoption of the 2013 Edition of the  
27 California Building Standards and Fire Code with Amendments Repealing  
28 Ordinance 10-2010. Director Northrop SECONDED the motion.  
29 Directors Grant, Northrop, Priest and Salke being in favor, the motion was  
30 APPROVED.

31 **J. Ordinance 10-2013: An ordinance setting forth findings with respect**  
32 **to local conditions within ASCWD which make certain modifications**  
33 **and changes to the California Fire Code as amended by the State of**  
34 **California reasonably necessary for preserving fire, life and safety in**  
35 **ASCWD:**

36 This item was incorrectly inserted into the agenda and Board packet.

37 **E. General Manager's Report:**

38 John Collins, General Manager, provided a written report on his activities  
39 during the month of September, with discussion on the following topics:

- 40 • Alpine Meadows Road Bridge Replacement Project: Manager Collins  
41 met with the Ancinases. He informed them that the Board had  
42 decided to move forward with declaring surplus the property the  
43 Ancinases expressed interest in purchasing. He told them the District  
44 would expect the Ancinases to pay for the appraised cost plus the  
45 expense of legal services, the survey, the appraisal and Staff  
46 administrative services. They agreed in principle, but did not wish to  
47 commit to the purchase until they knew their actual cost. Manager  
48 Collins has requested a survey proposal from Webb Land Surveying,  
49 proceeding under a boundary-line adjustment. He said it can take 2-3

**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 Friday, October 11, 2013, at 8:30 a.m., District Board Room, 270 Alpine Meadows Road.

1 months to get a boundary-line adjustment approved by Placer County.  
2 Manager Collins advised Jon Mitchell, Placer County's engineer in  
3 charge of the Alpine Meadows Road Bridge Replacement Project, that  
4 the property should be prepared as a permanent parking lot during the  
5 County's bridge replacement project. The County will incur added  
6 expense to put in extra drainage, but Jon Mitchell said the County will  
7 include the extra work in their project with no extra cost to the District.

- 8 • Alpine Sierra Subdivision: No activity.
- 9 • 2013 Chalet Road to John Scott Trail Waterline & PRV Project  
10 (formerly referred to as the Alpine Meadows Road Pipeline Project):  
11 Manager Collins finished comments on Stantec's 50% plans and  
12 specifications. Stantec is now working on the 90% plans. Manager  
13 Collins notified the USFS that the District would like to make sewer  
14 repairs on a line that runs across a strip of their property and they said  
15 they would like the District to do their sewer and water lines both at  
16 the same time. Director Priest asked if the District was committed to  
17 this alignment for the project, rather than to the original alignment that  
18 would require access to Troy Caldwell's property. Manager Collins  
19 said no, he was keeping the original alignment in mind, but that it was  
20 looking like this alignment would be the less expensive one.
- 21 • AME Well Re-drill: Vannucci Tehnologies has mobilized and started to  
22 drill the well. They drilled 15' with 20" casing, 105' with 16" casing  
23 and are now at about 80' with 12" casing. They have ~400' still to  
24 drill. Manager Collins estimated that at their current rate of drilling (2  
25 feet per hour, 10 hours per day), they have 20 more days of drilling.  
26 The hydrologist has shortened the well from 600' to 520'.
- 27 • CalPERS: Manager Collins continued to pursue the application. The  
28 District's contribution would be 6.25%; employees would be required  
29 to make a 6.25% pre-tax contribution. Manager Collins awaits a  
30 response from CalPERS.
- 31 • USFS Special Use Permit: Manager Collins is waiting for Andregg to  
32 complete the field survey.
- 33 • LAFCO: Manager Collins expects to meet with LAFCO personnel as  
34 part of their Municipal Service Review Update.
- 35 • Auditors: Manager Collins spent time with the District auditors during  
36 their field work, and is now responding to their follow-up questions.
- 37 • Snow-making Rate Analysis: Manager Collins started working on the  
38 initial data request for the snow-making rate analysis.
- 39 • Other activities: Manager Collins met with several homeowners and  
40 contractors regarding sewer main crossings; coordinated the annual  
41 State Health inspection; met with Mr. Merritt Cutten, President of the  
42 Alpine Manors Association regarding a District easement for a portion  
43 of the AMA access currently crossing District property, and requested  
44 a proposal from Webb Land Surveying to prepare necessary  
45 documents; and worked on Administration & Personnel Committee  
46 activities.

47 **M. Committee Reports:**

- 48 ii. **Administration & Personnel Committee:** Director Salke presented a  
49 written report of Tuesday's Committee meeting.

**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 Friday, October 11, 2013, at 8:30 a.m., District Board Room, 270 Alpine Meadows Road.

- 1 a. **Definition of Retirement:** To remove a potential loophole  
2 whereby the District might have to pay health benefits for a short-  
3 term employee, the Committee discussed requirements for age  
4 and minimum tenure before becoming eligible for retirement  
5 health benefits. District Counsel will be involved in the definition  
6 and then the employee manual will be updated accordingly.  
7 b. **PEMHCA Compliance:** Pertaining to health insurance, District  
8 Counsel has determined that the District is in compliance.  
9 c. **District policy compliance with CalPERS mandates:** Per  
10 resolution 2788, no retired employee will receive more health  
11 benefits than a currently working employee. After receiving advice  
12 from District Counsel, the Committee recommends maintaining  
13 the current District policy.  
14 d. **Future CalPERS benefit offering to District personnel:** After  
15 receiving response from CalPERS, Manager Collins will meet with  
16 Staff to discuss possible options and will report back to the Board.

17 **D. Fire Safe Council Presentation:**

18 Director Priest reminded the Board that during last month's meeting the  
19 Directors had discussed the idea of establishing a closer relationship  
20 between the District and the Alpine Meadows Fire Safe Council ("the  
21 Council"). Today's presentation is to start the process. Director Priest  
22 suggested that perhaps the Long Range Planning Committee could work  
23 on the matter and come up with proposals for Board action. Nita Wracker  
24 said NTFPD was very interested in working with the Council on fuels  
25 reduction projects. Director Priest said the Council has no ties to any  
26 agencies and no sources of funding. Ken Gracey and Dawn Grass were  
27 in attendance for this agenda item. Ken spoke to the Board regarding the  
28 Council's goals and objectives as they relate to the community and  
29 District.

- 30 • Ken said the Council was started by John Moise, with an emphasis on  
31 cleaning up the neighborhood. Having achieved their initial goals,  
32 they changed focus and started working on public lands. They are  
33 working on a 20-acre lot on USFS lands. Every summer they do a  
34 clean-up to reduce fuel loading, and also provide community  
35 education, which involves someone from USFS or NTFPD coming by  
36 to show people how to make their properties fire safe. The Council,  
37 with community volunteer support, does the fuels reduction work, then  
38 usually the USFS chips the materials, but this year, since the USFS  
39 could not perform the chipping on a timely basis, NTFPD did the  
40 chipping. Ken estimated that the Council and its volunteers provide  
41 the equivalent of \$50K-60K worth of labor each year.  
42 • The Council has another proposal, to clean up the old jeep road to  
43 Paige Meadows. CalFire cleared part of it this year, but left the  
44 materials piled. Fire Safe Council would like to complete the project.  
45 • Ken said NTFPD did the chipping for the Alpine Meadows Road area,  
46 and gave Ken an invoice for which the Council still owes \$219.08.  
47 Director Salke made a MOTION that the Board pay the unbudgeted  
48 expense of \$219.08 to Ken Gracey, with the advice to Ken that he not  
49 expect such funding in the future. Director Northrop SECONDED the

**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 Friday, October 11, 2013, at 8:30 a.m., District Board Room, 270 Alpine Meadows Road.

- 1 motion. In discussion, Director Grant said the Board has always  
2 taken the position that the Council has to stand alone. She has no  
3 problem in helping them out with their current problem, but the Board  
4 needs to discuss whether and how to help them in the future. Director  
5 Priest agreed. Director Grant, Northrop, Priest and Salke being in  
6 favor, the motion was APPROVED.
- 7 • Director Salke suggested that Ken Gracey advise the Board around  
8 March or April regarding the Council's fuels reduction plans, to  
9 maximize labor and assistance from local agencies. He also  
10 suggested that Ken consider advertising to get information out to the  
11 community. Director Grant asked Ken if chipping was the big issue;  
12 Ken said yes, that usually the USFS helps but were unable to do so  
13 this year, due to their involvement in fighting the Rim fire. Ken said  
14 communication was the problem this year. He added that any grant  
15 funding for Alpine Meadows would be tremendously helpful.
  - 16 • Nita reminded Ken and the Board that funding was getting harder to  
17 come by and that most grants are now in the form of 50/50 funding,  
18 with an individual or community paying half the bill for a fuels  
19 reduction project and the grant funding the other half. She said the  
20 chipping funds are for residential projects, not projects like Ken's.
  - 21 • Director Salke said KSL (the ski area) wants to give the impression  
22 that they are community-oriented and might help out with fund-raising.  
23 Ken said he has considered that.
  - 24 • Director Priest said in the long run, the grant issue will not get simpler.  
25 He said the Board may have to take some initiative. He asked Ken if  
26 an attempt was made to prioritize areas that need fuels reduction.  
27 Nita said the Community Wildfire Protection Plan (CWPP) was the  
28 mechanism for establishing priorities and that NTFPD would work on  
29 updating it. Ken said he works toward the priorities in the plan.
  - 30 • Manager Collins said the first step is to work on the update to the  
31 CWPP and that the Board has committed \$14K in funding toward  
32 fuels reduction.
  - 33 • Nita said NTFPD has not worked closely with Ken in the past, but she  
34 hopes to work with him in the future, using the current CWPP and the  
35 updated one, and to work together as a community. She said if Ken  
36 will work with NTFPD, they can come to the Board as a unit to make  
37 requests for support. Ken agreed. He added that he could get  
38 information to Pam to put in the District newsletter. Nita said she was  
39 working on a grant that would use a voucher program: i.e., a street or  
40 an HOA gets together, decides they want to make their area fire-safe,  
41 they come to NTFPD and NTFPD tells them how to make their area  
42 fire-safe. Ken summarized that the Council needs to work on  
43 communication and collaboration.
  - 44 • President Quinan asked what influence being a member of the  
45 Council had on his homeowners insurance; Ken said no influence.  
46 Nita said she didn't think being a member of a fire safe council had  
47 any affect on insurance.
  - 48 • Manager Collins said NTFPD should interface with the Council and  
49 bring projects to the Board. Nita said Chief Schwartz was committed

**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 Friday, October 11, 2013, at 8:30 a.m., District Board Room, 270 Alpine Meadows Road.

1 to that cooperation. Director Grant said the District has had good  
2 support from its community and will continue to have good support.  
3 Ken thanked the Directors for the invitation to speak with them.

4 **F. Operations & Maintenance Department Report:**

5 Buz presented a written report for the month of September that included  
6 status updates on water, sewer, garbage and other services provided by  
7 the District.

- 8 • Maintenance: completed the sewer line TV and cleaning project (there  
9 are a couple of places that need to be dug up and repaired);  
10 excavated and replaced several leaking water meter yokes (on Snow  
11 Crest and Mineral Springs); maintained the Park daily (will wind down  
12 the Park soon – the only current users are tennis players).
- 13 • Staff continued to install new remote read meters.
- 14 • All routine water samples were absent coliform bacteria.

15 **G. Amendment #1 to the 2013 Chalet Road to John Scott Trail Water**  
16 **Line & PRV Project:**

17 Director Priest made a MOTION that the Board approve Amendment #1  
18 to the 2013 Chalet Road to John Scott Trail Water Line & PRV Project  
19 with Stantec Consulting Services, Inc., regarding USFS utility easement  
20 legal description and sewer rehab, in an amount not to exceed \$3,200.  
21 Director Grant SECONDED the motion. Directors Grant, Northrop and  
22 Priest being in favor (Director Salke had to leave the meeting early and  
23 was not present to vote in this or subsequent motions), the motion was  
24 APPROVED.

25 **H. Resolution 9-2013: Declaring District Property as Surplus:**

26 The Board reviewed the Resolution, which is a legal requirement in the  
27 sale of the District lot the Ancinases have expressed interest in  
28 purchasing. Director Northrop made a MOTION that the Board adopt  
29 Resolution 9-2013: Declaring District Property as Surplus. Director Grant  
30 SECONDED the motion. Roll was called to approve the Resolution.  
31 Ayes: Directors Grant, Northrop, Priest and President Quinan. Noes:  
32 none. Absent: Director Salke. The Resolution was APPROVED.

33 **The Board took a break between 9:50 a.m. and 10:00 a.m.**

34 **K. Fall Newsletter:**

35 The Board reviewed the draft newsletter. President Quinan told Manager  
36 Collins it was a good job. Director Grant suggested leaving out today's  
37 Board meeting from the newsletter.

38 **L. TTSA Report:**

39 Director Northrop provided the agenda and his own written report for the  
40 TTSA October 9, Board meeting.

- 41 • The plant is operating normally and efficiently.
- 42 • All waste water discharge requirements are being met.
- 43 • A special meeting has been scheduled for November 6 to discuss the  
44 traffic-circle/TRI conflict.
- 45 • Village at Squaw Valley: Director Northrop said the project is on hold,  
46 that they may not be able to get their EIR approved because they do  
47 not have enough water.

48 The next TTSA Board meeting is scheduled for November 13.

49 **M. Committee Reports:**

**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 Friday, October 11, 2013, at 8:30 a.m., District Board Room, 270 Alpine Meadows Road.

- 1                   i. **Budget & Finance Committee:** President Quinan presented a written  
2 report of yesterday's Committee meeting.  
3                   a. **Non-standard Transactions:** None.  
4                   b. **Investments/cash:** Manager Collins rolled over \$110,000 into a  
5 September 30 CD at 0.65%. Per the Committee's  
6 recommendation, Director Grant made a MOTION that the Board  
7 authorize Manager Collins to roll over the CD maturing October 11  
8 at the best possible rate. Director Northrop SECONDED the  
9 motion. Directors Grant, Northrop and Priest being in favor, the  
10 motion was APPROVED.  
11                  c. **Requests from Customers for Adjustments to their Bills:** A  
12 customer requested that late fees be waived. The check for the  
13 bill was dated a day after the penalty deadline and the payment  
14 was received almost two weeks later. The Committee  
15 recommended denying the request.  
16                  d. **Requests for Unbudgeted Expenses:** See agenda item 3D.  
17                  e. **Next meeting:** Scheduled for Thursday, November 7 at 9:30 a.m.  
18               iii. **Park, Recreation & Greenbelt Committee:** No meeting.  
19               iv. **Long Range Planning Committee:** No meeting.

20 **K. Open Items:**

- 21               • The next Board meeting will be held at its normal date and time:  
22 Friday, November 8 at 8:30 a.m.

23 **L. Correspondence to the Board:** None.

24 **4. DIRECTORS' COMMENTS**

- 25               • Director Grant went to the North Tahoe Regional Advisory Council (NTRAC)  
26 meeting last night. Melissa Siig is the Alpine Meadows representative on  
27 NTRAC. Chris from Alpine Sierra was there, along with Alex from Placer  
28 County. NTRAC seemed to be concerned that the Alpine Meadows Master  
29 Plan, written in the 1960s, was out of date, making it hard for developers to  
30 do their work. Manager Collins said NTRAC was probably an advisory  
31 council to the County's Planning Commission. There was a lot of discussion  
32 about development in Alpine Meadows.  
33               • Director Grant said several years ago the District loaned the state some  
34 money for three years, and asked if the District was ever repaid. Manager  
35 Collins said the state repaid the money, along with interest.  
36               • SDRMA gave the District a certificate for not making any claims for the prior 5  
37 consecutive years and are providing Staff with a safety luncheon.

38 **5. ADJOURNMENT**

39 There being no further business before the Board, the meeting was adjourned at  
40 10:21 a.m.

41  
42 Respectfully Submitted,

approved as submitted 11/8/13

43  
44  
45  
46 Jancis Martin  
47 Recording Secretary