

**ALPINE SPRINGS COUNTY WATER DISTRICT
MINUTES OF THE BOARD OF DIRECTORS MEETING
May 9, 2025**

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

President Grant called the meeting to order at 9:00 AM.

Directors Present: President Janet S. Grant, Bert Clement, Evan Salke, Christine York, and Robert Tetrault.

Directors Absent: None

Staff Present: General Manager Joseph Mueller and Office Manager Laurie Axell

Guests included Jamie Shepard from NTFPD, Christopher Nelson, and Liz Zang

B. PUBLIC COMMENT

Mueller introduced new staff members, Dutch, the Seasonal Park employee who is pursuing water certifications, and Anthony, District Operations Specialist.

C. APPROVAL OF MINUTES

C1) APRIL REGULAR BOARD MEETING

It was moved by Clement and seconded by Salke to approve the minutes of April 2025 Regular Board meeting as presented. Motion carried unanimously.

D. DEPARTMENT REPORTS

D1) FINANCIAL REPORT

Mueller presented CPA Mike Dobrowski's financial reports as of April 30, 2025, included in the meeting packet. There are CDs coming due and the Finance Committee will make a recommendation on reinvesting those funds.

It was moved by Tetrault and seconded by Clement to approve the financial reports through April 30, 2025 as presented. Motion carried unanimously.

It was moved by York and seconded by Tetrault to approve payment of checks #34100 - 34121, payroll, and electronic fund transfers. Motion carried unanimously.

It was moved by Tetrault and seconded by York to approve the quarterly reports of July 2024 – March 2025. Motion carried unanimously.

Axell clarified the reclassification of items on the quarterly Trial Balance.

D2) FIRE DEPARTMENT REPORT

Jamie Shepard reported NTFPD responded to nine calls for service during the past month, of which six were at the ski area. He described the District's transition from winter to summer operations. Burn permits are required now for open burns, and available online. There will be a transition to more extreme restrictions as conditions warrant during the summer. During Red Flag Days, no open flames at all are allowed, including propane barbecues or fire pits.

D3) GENERAL MANAGER'S REPORT

Mueller presented the April 2025 General Manager and Office Activities Report. The office remodel should be completed soon.

Mueller met with the Truckee Tahoe Airport District General Manager and NTFPD representatives about getting grant funds to treat ASCWD greenbelt lands for defensible space.

Mueller has been onboarding new staff and identifying efficiencies in operations. He and Axell have been working on the budget.

Seasonal maintenance is being done at the park in preparation for opening. Mueller described updates to the software at the gate.

D4) OPERATION & MAINTENANCE DEPARTMENT REPORT

Mueller presented the April 2025 Water/Wastewater Report, including water production and usage, maintenance and repairs.

D5) TTSA REPORT

Clement reported on the April 16, 2025 Board meeting. Staff pay increases will be done over the next two years. So far, there are nine candidates for the General Manager position.

E. COMMITTEE REPORTS

E1) BUDGET & FINANCE COMMITTEE (PRESIDENT GRANT)

Grant reported on the May 8, 2025 Budget & Finance Committee meeting, where the proposed budget was reviewed in detail. The Treasurer's Report was also reviewed.

For the past several years, \$30,000 has been put into an account with CERBT as a restricted fund for post-retirement benefits. Mueller provided more detail on the unfunded liability based on CalPERS. This fund covers any contingencies and there is a balance of approximately \$155,000. Discussion followed regarding the purpose of the fund and investments that could be considered for those dollars. The Budget & Finance Committee was asked to evaluate the options and make a recommendation.

E2) PARK, RECREATION & GREENBELT COMMITTEE (DIRECTOR YORK)

This Committee did not meet.

E3) LONG RANGE PLANNING COMMITTEE (DIRECTOR TETRAULT)

This Committee did not meet.

E4) ADMINISTRATION & PERSONNEL COMMITTEE (DIRECTOR CLEMENT)

Clement reported the Committee met April 30. Some adjustments were recommended to support NTFPD's efforts to provide service over and above the contractual agreement as regards to defensible space in and around Alpine Meadows.

Mueller said the next step for the Annual Goals & Review process is for him to send the Committee recommendations for next year's goals to the full Board. Board members will be asked to get back to him regarding committee or Board goals. Feedback on Mueller's assessment of his goals should be sent to Clement.

F. BUSINESS ITEMS FOR BOARD DISCUSSION & ACTION

F1) DRAFT FISCAL YEAR 2025/2026 OPERATIONS AND CAPITAL BUDGET

The Board reviewed the draft FY 2025/26 budgets. Discussion followed regarding the assumptions made as it was compiled and clarifying specific line items and projects.

Grant noted the cost for dumpsters for community and Firewise clean up days has gone from \$3,000 to \$12,000. A conversation followed regarding the pros and cons of the District covering those costs and options to cap or recoup some of the funds. The Board considered having ASCWD cover the dumpster costs for community clean up days, but perhaps caps should establish on the amount covered for cleanup days. Alternatively, the District could continue to cover the entire cost and include it in rates, or fewer dumpsters could be provided. It was agreed that Budget & Finance will consider the alternatives and make a recommendation to the Board. .

F2) RESOLUTION #5-2025 REQUESTING COLLECTION BY PLACER COUNTY FOR UNPAID ACCOUNTS ON TAX ROLL

It was moved by Clement and seconded by Salke to approve Resolution #5-2025 requesting the County of Placer collect on the County tax rolls ASCWD delinquent charges, fees, and assessments.

ROLL CALL VOTE:

AYES: Clement, Tetrault, York, Salke, and Grant

NAYS: None

Motion carried unanimously.

F3) SPRING SUMMER 2025 ASCWD NEWSLETTER

The Board reviewed the upcoming newsletter and offered suggestions. York asked that the July 6 Flower Walk be included and there was a suggestion to poll the community about the District paying for dumpsters for clean up days.

G. CORRESPONDENCE TO THE BOARD

No correspondence was presented.

H. CLOSED SESSION

H1) GOVERNMENT CODE SECTION 54954.2(a) PUBLIC EMPLOYEE PERFORMANCE EVALUATION

The Board went into Closed Session at 10:33 AM to consider:

General Manager performance evaluation for fiscal year 2024/2025

Open Session was reconvened at 10:58 AM and there was no reportable action.

I. DIRECTORS' COMMENTS

Prior to Closed Session, York reported the Easter Egg Hunt was well attended with 14 kids participating. She is looking for a co-chair for next year.

J. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 11:00 AM. The next regularly scheduled Board meeting is June 13, 2025 at 9:00 AM.

Respectfully Submitted,

Judy Friedman

Recording Secretary

THE PAPER TRAIL SECRETARIAL & BUSINESS SOLUTIONS