

1 **ALPINE SPRINGS COUNTY WATER DISTRICT**
2 **MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING**
3 **January 12, 2024**
4

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

6 President Grant called the meeting to order at 9:15 AM.
7

8 Directors Present: President Janet S. Grant, Dave Smelser, and Christine York.

9 Directors Absent: Salke and Ganong

10 Staff Present: General Manager Joseph Mueller, Miguel Ramirez, and Office Manager Laurie Axell

11
12 Guests included Mike Dobrowski, NTFPD Division Chief Alan Whisler, Battalion Chief Jamie
13 Sheppard, and Ricky Holak.
14

15 **B. PUBLIC COMMENT**

16 There were no comments on items not on today's agenda.
17

18 **C. APPROVAL OF MINUTES**

19 **C1) DECEMBER REGULAR BOARD MEETING**

20 **It was moved by Smelser and seconded by York to approve the minutes of the December 8, 2023**
21 **Regular Board meeting as corrected. Motion carried unanimously.**
22

23 **D. DEPARTMENT REPORTS**

24 **D1) FINANCIAL REPORT**

25 District CPA Mike Dobrowski presented the financial reports through December 2023. The audit has
26 been completed and Dobrowski has updated entries as needed. He noted the positive cash position and
27 growth from this time last year. Per the new requirement, the employee paystub information is being
28 updated.
29

30 **It was moved by Smelser and seconded by York to approve the financial reports for the month of**
31 **December 2023 as presented. Motion carried unanimously.**
32

33 **It was moved by York and seconded by Smelser approve payment of checks #33601 – 33645,**
34 **payroll, and electronic fund transfers. Motion carried unanimously.**
35

36 **It was moved by York and seconded by Smelser to approve the quarterly reports for the period**
37 **July – December 2023. Motion carried unanimously.**
38

39 **D2) FIRE DEPARTMENT REPORT**

40 Whisler introduced Jamie Sheppard. Whisler reviewed calls the District responded to in the past
41 month. It has been busy, but not as much as during past holiday periods. He noted staffing updates.
42

43 NTFPD will be doing multi-agency drills and training at the Stanford Chalet. He will advise Mueller of
44 the dates.
45

46 **D3) GENERAL MANAGER'S REPORT**

47 Mueller presented his written report for the month of December 2023. He has been working with the
48 current owner of the Alpenglow project to update requirements and costs. Specifics and impacts to
49 ASCWD projects are unknown until the actual timing of construction is determined. The entitlements
50 have been extended and can continue to be.
51

1 A Community Advisory Board has been formed to consider fire and emergency needs in Alpine, as
2 well as possible options.

3
4 Only 19 customers are in arrears representing approximately \$52,000, which will be turned over to
5 collections in the spring.

6
7 **D4) OPERATION & MAINTENANCE DEPARTMENT REPORT**

8 Miguel Ramirez presented the Water/Wastewater Report for December 2023, which included
9 maintenance and repairs addressed during the month. He noted changes to chemical monitoring. He is
10 working with the state Sanitary Engineer on the updates.

11
12 Mueller noted the ski area has only used about 14 million gallons of water for snow making this year,
13 which is about half of what it was in 2021. It has been too warm to make snow.

14
15 Ramirez answered questions clarifying his report.

16
17 **D5) TTSA REPORT**

18 Smelser presented the report of the December 5, 2023 TTSA meeting.

19
20 **E. COMMITTEE REPORTS**

21 **E1) BUDGET & FINANCE COMMITTEE (PRESIDENT GRANT)**

22 Grant reported on the January 11, 2024 Budget & Finance Committee meeting.

23
24 The treasury bills have not been liquidated because they are yielding a higher return than Placer
25 County or LAIF.

26
27 Mueller and Carollo have been invited to present at a water purveyors conference in Las Vegas in
28 March on capital planning for small districts. This will be an unbudgeted expense. The Board
29 supported the request.

30
31 Axell reported on her findings and recommendations regarding updating employee benefits, including
32 life insurance and dental.

33
34 **E2) PARK, RECREATION & GREENBELT COMMITTEE (DIRECTOR YORK)**

35 This Committee did not meet. York is hoping to schedule a meeting in March. Mueller noted the tennis
36 courts need to be resurfaced.

37
38 **E3) LONG RANGE PLANNING COMMITTEE (DIRECTOR SMELSER)**

39 This Committee did not meet. Mueller and Carollo continue to work on details for the updated
40 prioritized plans.

41
42 **E4) ADMINISTRATION & PERSONNEL COMMITTEE (DIRECTOR GANONG)**

43 This Committee did not meet.

44
45 **F. BUSINESS ITEMS FOR BOARD DISCUSSION & ACTION**

46 **F1) ASCWD COMMITTEE ASSIGNMENTS**

47 The list of Committee assignments for Budget and Finance, Administration and Personnel, Long
48 Range Planning, Park, Recreation, and Greenbelt, and TTSA was in today's meeting packet. There
49 were no changes for 2024 assignments.

50
51 **F2) SEMI ANNUAL REVIEW OF DISTRICT GOALS AND OBJECTIVES**

1 The updated spreadsheet was in the meeting packet. Mueller noted everything is on track with the
2 agreed to FY 2023/24 Goals and Objectives.

3
4 **F3) DISTRICT CONTRACTS**

5 Mueller noted that as part of the adopted Goals and Objectives, the Board reviews current contracts.
6 The only change this year is in the phone service. The new service is \$600 per year, can be accessed
7 remotely, and there is no charge for the phones.

8
9 **F4) RESOLUTION #1-2024**

10 Mueller explained this resolution corrects the appropriations limits, noting the error discovered during
11 the audit.

12
13 **It was moved by York and seconded by Smelser to approve Resolution #1-2024 establishing and**
14 **correcting the appropriations limits for FY22/23 and FY23/24.**

15 **ROLL CALL VOTE:**

16 **AYES: Smelser, York, and Grant**

17 **NAYS: None**

18 **Motion carried unanimously.**

19
20 **G. FUTURE AND OPEN AGENDA ITEMS**

- 21 • Fire Protection and Emergency Medical Agreement
22 • FY2022/2023 District Audit
23 • CIP project reprioritization

24
25 **H. CORRESPONDENCE TO THE BOARD**

26 No correspondence was presented.

27
28 **I. CLOSED SESSION**

29 Closed Session was not convened.

30
31 **J. DIRECTORS' COMMENTS**

32 Grant thanked staff for the nice holiday party.

33
34 **K. ADJOURNMENT**

35 There being no further business to come before the Board, the meeting was adjourned at 10:14 AM.
36 The next regularly scheduled Board meeting is Friday February 9, 2024 at 9:00 AM.

37
38 Respectfully Submitted,
39 Judy Friedman
40 Recording Secretary
41 THE PAPER TRAIL SECRETARIAL & BUSINESS SOLUTIONS
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