

1 **ALPINE SPRINGS COUNTY WATER DISTRICT**
2 **MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING**
3 **October 11, 2022**

4 **NOTE: Due to continued COVID restrictions, this meeting was a "hybrid" of an in-person meeting for Board and staff and**
5 **Zoom for additional attendees**
6

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

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

9
10 Directors Present: President Janet S. Grant, Vice-President Janice Ganong, Dave Smelser, Evan Salke and
11 Christine York

12 Directors Absent: None

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

15
16 Guests included Liz Zang and NTFPD Fire Marshall Brent Armstrong.

17
18 **B. PUBLIC COMMENT**

19 There were no comments on items not on today's agenda.
20

21 **C. APPROVAL OF MINUTES**

22 **C1) SEPTEMBER REGULAR BOARD MEETING**

23 **It was moved by Smelser and seconded by Ganong to approve the minutes of the September 9, 2022**
24 **Regular Board meeting as corrected. Motion carried unanimously.**

25
26 **D. DEPARTMENT REPORTS**

27 **D1) FINANCIAL REPORT**

28 District CPA Mike Dobrowski presented the monthly and quarterly financial reports. The audit has been
29 completed with minimal adjustments. The payment to NTFPD has been adjusted. There are 56 outstanding
30 accounts to date, which translates to about \$11,000 more in accounts receivable compared with this time last
31 year.

32
33 Dobrowski answered questions clarifying the accounts receivable and payment on a recent repair.

34
35 **It was moved by Smelser and seconded by York to approve the financial reports for September 2022 as**
36 **presented. Motion carried unanimously.**

37
38 **It was moved by Ganong and seconded by York to approve payment of checks #32664 through #32711,**
39 **plus payroll and electronic fund transfers. Motion carried unanimously.**

40
41 **It was moved by Ganong and seconded by York to approve the Quarterly Reports through September**
42 **2022 as presented. Motion carried unanimously.**

43
44 **D2) FIRE DEPARTMENT REPORT**

45 NTFPD Fire Marshall Brent Armstrong reported much of September was consumed with the Mosquito Fire.
46 Chief Leighton worked closely with Incident Command to determine actions if certain trigger points were
47 reached and the fire was coming closer to Tahoe.
48

1 During the past month, NTFPD responded to three calls in Alpine Meadows, including a vegetation fire that
2 was addressed quickly.

3
4 A brief conversation followed regarding the positive impact of fuels reduction programs with the Caldor Fire
5 and how those efforts would also have slowed the Mosquito Fire had it made it this far.

7 **D3) GENERAL MANAGER’S REPORT**

8 General Manager Mueller presented his written report for September 2022. He highlighted activities during the
9 past month including getting the audit completed, working with customers on easements, and coordinating with
10 various agencies on construction projects.

11
12 Mueller explained to Placer County that the District cannot issue a “will serve” letter for White Wolf because of
13 the development’s different rate structure. A rate study would need to be conducted and the Board must approve
14 a differing rate structure.

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

17 Miguel Ramirez presented the Water/Wastewater report for September 2022. He reviewed the testing
18 conducted, and maintenance and repairs addressed during the month. Ramirez noted the photos in the packet of
19 a broken valve that resulted in a leak. He described the work done with SNC Construction at Alpine Meadows
20 Ski Area. The District will eventually own part of that infrastructure.

21
22 Ramirez reviewed graphs of water production and unaccounted for water by month. He answered questions
23 clarifying his report, including how unaccounted for water is being tracked.

25 **D5) TTSA REPORT**

26 Smelser presented the report of the September 21, 2022 TTSA Board meeting. The Board is considering cost-
27 saving options for health care and retirement benefits.

28
29 Scott Wilson has replaced Lane Lewis as the NTPUD representative.

31 **E. BUSINESS ITEMS FOR BOARD DISCUSSION & ACTION**

32 **E1) POLICY NUMBER: 4.14.0 ETHICS & CONFLICT OF INTEREST**

33 Mueller explained the Ethics and Conflict of Interest Code need to be reviewed by the Board biennially and
34 Placer County must be notified of any amendments. Best, Best, & Krieger have reviewed the policy and there
35 are no recommended changes.

37 **E2) FALL 2022 ASCWD NEWSLETTER**

38 **Consider for approval the content of the Fall 2022 ASCWD Newsletter.**

39 The Board reviewed the draft newsletter and offered suggestions.

42 **E3) INTRODUCTION OF RESOLUTION 12-2022 AND ORDINANCE 13-2022 ADOPTING 43 THE 2022 CALIFORNIA FIRE CODE**

44 Fire Marshall Armstrong presented the written report on this item that was included in the meeting packets. He
45 explained the purpose of the California Fire Code, which addresses building codes and is updated annually.
46 Armstrong reviewed the recommended amendments to the Resolution, which will be reflected as Ordinances,
47 based on topographic, climate, and geographic differences specific to this region. The Code allows NTFPD to
48 charge a Cost Recover Fee and for the Chief to institute an open burn ban.

1 Discussion followed as the Resolution and Ordinances were clarified. Armstrong described the process for
2 adoption of the document. Today is the first reading of the Resolution and Ordinance. The second reading and
3 public hearing will be at the November 11, 2022 ASCWD Board meeting. When approved by this body, the
4 Resolution and Ordinance will be presented to the Placer County Board of Supervisors for action and the
5 document will take effect January 1, 2023.
6

7 **It was moved by Salke and seconded by York to approve as to form Resolution 12-2022 and Ordinance**
8 **13-2022 adopting the 2022 California Fire Code and waive the full reading. Motion carried unanimously.**
9

10
11 **E4) INTRODUCTION AND WAIVE FULL READING OF ORDINANCE 14-2022**
12 **REGARDING SETTING FEES FOR COST RECOVERY OF FIRE & LIFE SAFETY**
13 **ACTIVITIES**

14 Fire Marshall Armstrong explained this item allows NTFPD to charge a cost recovery fee. The main revision is
15 to include short-term rentals, given the new County Ordinance, and increase fees by \$11. The public hearing
16 and vote on this item will be on the November 11, 2022 ASCWD Board agenda.
17

18 **It was moved by York and seconded by Smelser to introduce Ordinance 14-2022 regarding setting fees**
19 **for cost recovery of fire and life safety activities and waive the full reading. Motion carried unanimously.**
20

21 **F. COMMITTEE REPORTS**

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

23 Grant presented the report of the October 10, 2022 Committee meeting, including the Treasurer's Report.
24

25 Michael Battey sent the Committee an email regarding PERS performance. Mueller was asked to request
26 alternatives from him.
27

28 Grant said the Committee discussed options for increased return on investments and will be considering some
29 CDs.
30

31 The Committee received a request from the representative of an estate. The bills were paid, but the estate is
32 asking that the \$5.70 in late fees be waived. The Committee recommends waiving the fee.
33

34 Mueller reported that because of challenges with the mail, the deadline for payment of invoices was extended
35 four days for all customers.
36

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

38 This Committee did not meet.
39

40 **F3) LONG RANGE PLANNING COMMITTEE (DIRECTOR SMELSER)**

41 This Committee did not meet.
42

43 **F4) ADMINISTRATION & PERSONNEL COMMITTEE (DIRECTOR GANONG)**

44 This Committee did not meet.
45

46 **E. FUTURE AND OPEN AGENDA ITEMS**

- 47
- 48 • District Audit of FY2021/2022
 - 49 • TTSD Contract for Board Approval

1 **F. CORRESPONDENCE TO THE BOARD**

2 There was no additional correspondence to be reviewed.

3
4 **G. CLOSED SESSION**

5 Closed Session was not convened.

6
7 **H. DIRECTORS' COMMENTS**

8 Zinn will work with the Board members who need to update their training classes.

9
10 Mueller was asked to confirm the chipping dates for October.

11
12 Ganong received an email from the National Forest Foundation asking for contributions for preparing the
13 environmental reports needed to treat forest fuels in Alpine Meadows and Olympic Valley. The proposed
14 treatment areas are owned by USFS, not ASCWD. A brief discussion followed regarding the organization and
15 other contributors to the project. It was agreed that the Firewise Council should consider this request. There will
16 be more discussion at next month's ASCWD meeting.

17
18 Mueller is trying to find a forester to write a treatment plan for ASCWD properties. He needs a licensed forester
19 to write the plan and monitor the work.

20
21 **I. ADJOURNMENT**

22 There being no further business to come before the Board, the meeting was adjourned at 12:13 PM. The
23 next regularly scheduled Board meeting is Tuesday November 11, 2022 at 9:00 AM.

24
25 Respectfully Submitted,

26 Judy Friedman

27 Recording Secretary

28 THE PAPER TRAIL SECRETARIAL & BUSINESS SOLUTIONS
29