

1 **ALPINE SPRINGS COUNTY WATER DISTRICT**
2 **MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING**
3 **October 9, 2020**

4
5 Pursuant to the Governor’s Executive Order N-29-20, issued March 17, 2020, the Alpine Springs County Water District Board
6 Room was not accessible to the public for this Board meeting. The meeting was accessible via teleconference only. Public
7 comments were accepted by the Board on the call or via mail.
8

9 **I. CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL**

10 President Grant called the meeting to order at 9:00 AM at the District Office Board Room and via
11 teleconference.
12

13 Directors Present: Janet S. Grant, President; Dave Smelser, Evan Salke, Christine York and Jan Ganong

14 Directors Absent: None

15 Staff Present: John Collins, General Manager; Miguel Ramirez, Facility System Supervisor (Operations
16 Manager). District CPA Mike Dobrowski and Recording Secretary Judy Friedman participated via
17 teleconference.
18

19 Guests attending via teleconference included Dawn Grass, Pat Davisson (CATT), Liz Zang, John
20 Mecklenberg, Aaron Carlson and from NTFPD, Chief Mike Schwartz, Blanca Lundin, Steve McNamara and
21 Steve Leighton. There may have been others on the call who did not identify themselves.
22

23 **II. PUBLIC COMMENT**

24 Aaron Carlson said he is a Senior Engineer at TTSA, but is here as a private citizen to respond to a narrative
25 about the TTSA, the Board, General Manager, and staff. He feels the General Manager is being attacked with
26 lies and misinformation by a small group of staff with bad morale. Carlson read a statement.
27

28 John Mecklenberg introduced himself as a part-time owner and Board member of Juniper Mountain
29 Association. One of the three low-flow hydrants is in his front yard. Mecklenberg participated in the Long-
30 Range Planning meeting and looks forward to working on solutions to address the hydrant issues.
31

32 Liz Zang thanked NTFPD for its assistance in drafting correspondence to the JMA homeowners about the
33 hydrants. She thanked Collins for the information about the long-range hydraulic study. Zang also
34 participated in the Long-Range Planning meeting and is seeing positive forward movement.
35

36 **III. ITEMS FOR BOARD DISCUSSION & ACTION**

37 **A. FINANCIAL REPORT A**

38 District CPA Dobrowski presented the financial reports as of September 30, 2020. The information needed
39 for the audit has been submitted. Ganong noted the payables have been reviewed by the Budget & Finance
40 Committee, which recommends approval.
41

42 **It was moved by Ganong and seconded by York to accept the monthly financial reports as of**
43 **September 30, 2020 as presented. Motion carried unanimously.**
44

45 **It was moved by Smelser and seconded by York to approve payment of checks #31494 – 31556,**
46 **payroll, and electronic fund transfers. Motion carried unanimously.**
47

48 **It was moved by York and seconded by Ganong to accept the quarterly financial report as presented.**
49 **Motion carried unanimously.**

1 **B. APPROVAL OF MINUTES..... B**

2 **It was moved by Salke and seconded by York to approve the minutes of the September 11, 2020 Board**
3 **meeting correcting a motion where a “second” was incorrectly attributed to Ganong. Motion carried**
4 **unanimously.**

5
6 **C. FIRE DEPARTMENT REPORT C**

7 NTFPD Chief Mike Schwartz reported:

- 8 • Because of the COVID restrictions implemented, the workforce has remained healthy. Stations
- 9 remain closed to the public.
- 10 • The NTFPD Board passed a \$1.7 million budget, which anticipates \$640,000 in grant revenue.
- 11 • A record number of defensible space inspections and chipping were done this summer.
- 12 • He is participating on an October 19 forum with California Insurance Commissioner Lura.

13 Chief Schwartz answered questions explaining how inspections are conducted on private property.

14
15 Chief McNamara reported:

- 16 • Staff is reviewing building plans. There have been a number of requests for generators in Alpine
- 17 Meadows, but none have been through the Plan Review process yet. Applications will be required to
- 18 meet California Fire Code and manufacturer’s requirements.
- 19 • He is working with Placer County on requirements for businesses, particularly restaurants, to
- 20 conduct business in tents when the weather gets cold.
- 21 • He has sent Collins a report on the investigation into the fire danger questions related to the stream
- 22 restoration project.

23
24 Chief Leighton reported:

- 25 • The 2020 fire season is already the worst in California history and it has not reached the peak of
- 26 the season yet. He provided statistics and said NTFPD has sent aid to 17 different fires since June 1.

27
28 **1. Review of contract for fire services with NTFPD.**

29 Collins presented the draft contract for services, which was reviewed by Dobrowski and NTFPD Director of
30 Finance and Administration Kim Eason. The payment schedule needs to be clarified. Schwartz is having
31 District Counsel review the LAFCO piece. Discussion followed as details of the contract, including the
32 average cost to single family rate payers and what could change if property tax revenues increase. Schwartz
33 described the current shortfall for services. In order to keep the Alpine station fully staffed, revenues are
34 supplemented with grants.

35
36 **D. RESOLUTION 5-2020: CAPITAL FACILITIES AND FIRE MITIGATION FEE**
37 **EXPENDITURE PLAN (PUBLIC HEARING AT 9:00 AM)..... D**

38 The Expenditure Plan was reviewed. Lundin said fees have increased by 1.66%.

39
40 The public hearing was opened. Pat Davisson said CATT feels 1.66% is appropriate. There are no concerns
41 about the inflationary adjustments. CATT would rather see these incremental increases. The public hearing
42 was closed.

43
44 **It was moved by Smelser and seconded by Ganong to adopt Resolution 5-2020, Capital Facilities and**
45 **Fire Mitigation Fee Expenditure Plan for FY 2020 /21.**

46 **ROLL CALL VOTE:**

47 **AYES: Smelser, York, Salke, Ganong, and Grant**

1 **NOES: None**
2 **ABSTENTIONS: None**
3 **Motion carried.**

4
5 **E. GENERAL MANAGER’S REPORT.....E**

6 General Manager John Collins presented his written report.
7 • Tank 4A is in full operation. It provides additional emergency storage and water for snow making.
8 • The initial hydraulic model results have been reviewed with Stantec. The report includes a map of
9 hydrants and flows for the Valley overall and Juniper Mountain specifically. Collins discussed the
10 flows shown for Juniper Mountain. Collins will work with the Long-Range Planning Committee to
11 consider two proposals from Stantec.
12 • He is working with the project engineer from Alpine Sierra to clarify the conditions of approval.
13 ASCWD will collect connection and any other fees due prior to signing off on the final Subdivision
14 Map that will be submitted to Placer County.
15 Collins answered questions clarifying his report. In response to a question from Ganong, Collins said Stantec
16 will consider the 2006 Loomis Report when making recommendations.
17

18 **F. OPERATION & MAINTENANCE DEPARTMENT REPORT.....F**

19 Operations Manager Miguel Ramirez presented the Water/Waste Water Report for September 2020,
20 including flows and maintenance performed during the month. All samples tested have come back normal.
21 The Board offered congratulations to Scheid for getting his Distribution 1 License.
22

23 **G. TTSA REPORT G**

24 Smelser presented a report of the September 16, 2020 TTSA meeting and his observations as the newest
25 member of that Board. He noted reports of three violations as a result of sampling tests and said there was
26 actually only one violation, which has been corrected.
27
28 Grant noted the letter in today’s meeting packet from NTPUD Board President Sarah Coolidge. The Board
29 Presidents from the five member Districts met and will likely not meet again. A report on the meeting will be
30 in next month’s packet.
31

32 **H. COMMITTEE REPORTS..... H**

33 **1. BUDGET & FINANCE COMMITTEE (PRESIDENT GRANT)**

34 Grant reported the Committee met yesterday and is making three recommendations to this Board:
35 1) A CD is up for renewal later this month.
36 **It was moved by Smelser and seconded by York to roll the funds from the expiring CD into a 3, 6, 9, or**
37 **12-month CD, adding increments of \$1000 from the Money Market Fund interest. Motion carried**
38 **unanimously.**
39
40 2) Four customers have requested adjustments to their water bills.
41 **It was moved by Ganong and seconded by York to deny the requests based on ASCWD policy. Motion**
42 **carried unanimously.**
43
44 3) **It was moved by Smelser and seconded by York to approve an unbudgeted expense of \$461.99**
45 **to Enerspect Medical Solutions, LLC for the repair and maintenance of the defibrillator.**
46 **Motion carried unanimously.**
47 Salke suggested this be a line item in the annual budget.
48

1 **2. PARK, RECREATION & GREENBELT COMMITTEE (DIRECTOR YORK)**

2 This Committee did not meet.

3
4 **LONG RANGE PLANNING COMMITTEE (DIRECTOR SMELSER) met 9/25/20**

5 **a. Review & recommend to the Board choices for the public committee members**
6 **interested in being members.**

7 **b. Reviewed all Long-Range Planning Committee Policies**

8 Smelser presented the report of the September 25 and October 8 Committee meetings. He reviewed the
9 recommendations for Committee members, noting many applications were submitted. Collins will get a model
10 from Stantec for the Committee to review at its October 22 meeting.

11
12 **4. ADMINISTRATION & PERSONNEL COMMITTEE (DIRECTOR SALKE)**

13 This Committee did not meet.

14
15 **I. OPEN ITEMSI**

16 No items were presented.

17
18 **J. CORRESPONDENCE TO THE BOARD..... J**

19 Grant read a letter from John Collins asking to cancel the Agreement for Management Services effective
20 December 31, 2020. Collins announced his retirement as of that date. The Administration and Personnel
21 Committee will convene. Board members were asked to submit thoughts on the recruitment process to Salke
22 by Wednesday of next week. The Board agreed to convene a Special Meeting on October 23, 2020 at 9am to
23 consider options.

24
25 **IV. CLOSED SESSION**

26 Closed Session was not convened.

27
28 **V. DIRECTORS' COMMENTS**

29 Ganong noted the Truckee Watershed Council released an RFP for modifications to the Snow Crest tributary
30 as part of the meadow restoration on land owned by ASCWD. A brief discussion followed regarding how
31 past meadow projects have turned out. Collins said he agreed to cooperate with the project, but has not given
32 any approvals. This item will be on next month's agenda for Board review and comment on the scope of
33 work being proposed and how it may impact ASCWD.

34
35 **VI. ADJOURNMENT**

36 There being no further business to come before the Board, the meeting was adjourned at 11:49 AM. A
37 Special Meeting will be convened on October 23, 2020 to consider recruitment procedures. The next
38 regularly scheduled Board meeting is Friday November 13, 2020 at 9:00 AM.

39
40 Respectfully Submitted,

approved at the 11/13/20 regular board meeting

41 Judy Friedman

42 Recording Secretary

43 THE PAPER TRAIL SECRETARIAL & BUSINESS SOLUTIONS
44