

1 **ALPINE SPRINGS COUNTY WATER DISTRICT**
2 **MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING**
3 **July 8 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 Specialist Scheid Limbird, District CPA Mike
14 Dobrowski, and Recording Secretary Judy Friedman

15
16 Guests included NTFPD Fire Marshall Brent Armstrong, Liz Zang, and Jen Faber

17
18 **B. PUBLIC COMMENT**

19 Liz Zang noted a previous agreement about what would be posted on the bulletin board. She suggested the
20 upcoming Board election information be made clearer and distributed more widely. A brief discussion followed
21 regarding outreach strategies.

22
23 **C. APPROVAL OF MINUTES**

24 **C1) JUNE REGULAR BOARD MEETING**

25 **It was moved by Smelser and seconded by York to approve the minutes of the June 14, 2022 Regular**
26 **Board meeting as corrected. Motion carried unanimously.**

27
28 **D. DEPARTMENT REPORTS**

29 **D1) FINANCIAL REPORT**

30 District CPA Dobrowski presented the June 2022 financial reports. Accounts payable will remain open for any
31 late payments before the fiscal year is closed out.

32
33 Ganong asked a question about a discrepancy on the balance sheet. Dobrowski will clarify the Bank of the West
34 account for next month's meeting.

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

38
39 **It was moved by Ganong and seconded by York to approve payment of checks #32526 - 32573 plus**
40 **payroll and electronic fund transfers. Motion carried unanimously.**

41
42 **D2) FIRE DEPARTMENT REPORT**

43 Fire Marshall Armstrong reported:

- 44 • NTFPD has been busy throughout the area and responded to three calls in Alpine last month
- 45 • There was a vegetation fire in Truckee yesterday. Thanks to a quick response from several agencies, it
46 was held to 12 acres. A suspect was arrested for arson, but NTFPD is not involved in the
47 investigation.
- 48 • Now that it's summer, there are a lot of people hiking and camping the back country resulting in
49 increased medical and unattended fire pit calls.

- An evacuation drill is scheduled for July 16, 2022 at 9:00 AM at the ski area

D3) GENERAL MANAGER'S REPORT

General Manager Mueller presented his report for June 2022.

Mueller presented the Park Use and Revenue History report comparing 2015 through July 6, 2022. Ganong suggested asterisking 2022 as a year when policy was changed, which may impact revenues.

Mueller walked the White Wolf subdivision with Troy Caldwell. Based on Caldwell's plans, Mueller understands why he wants his own water system, but it probably will not be approved by the state or county. Muller explained how the District would be involved if it was approved. A brief discussion followed.

Mueller participated in the Truckee-Tahoe Working Group considering strategies to comply with the California Air Resources Board Advanced Clean Fleets Rule requiring all-electric fleets by 2027. It is not realistic for this area given snow removal equipment, Vector trucks, and other large vehicles. If utility companies cannot be exempted from the requirement, there may be a request to be considered as an emergency response agency. PCWA is overseeing the working group and many options are being discussed.

The annual Consumer Confidence Report has been posted on the website. Q4 and the next fiscal year goals and budget will also be posted.

The Office Manager was out ill so everyone has been filling in. There have been some challenges with the card reader at the park, but Mueller is working on the issue and investigating costs to update the system.

Mueller continues to solicit quotes to update security and get general IT support.

D4) OPERATION & MAINTENANCE DEPARTMENT REPORT

Limbird presented the Water/Wastewater report for June 2022. He reviewed maintenance and repairs addressed during the month. Limbird showed photos of a valve project and graphs indicating water use.

Limbird noted this is his last week with ASCWD. He is moving to Oregon. He appreciates the opportunity to have worked with this staff and Board. Limbird was thanked for his work with the District.

D5) TTSA REPORT

Representative Dave Smelser presented a report of the June 15, 2022 TTSA Board meeting. The Association received a clean audit from Davis Farr.

TTSA will be conducting a rate study. The cost of chemicals is increasing significantly.

General Manager LaRue Griffin has resigned. Maintenance Manager Richard Falante will be filling in as the recruitment process moves forward.

Smelser described a situation where a woman climbing the fence and got onto TTSA property. Mueller noted security issues being addressed, which is why the ASCWD well shut off has been moved to the inside of the building, in accordance with Best Management Practices

E. BUSINESS ITEMS FOR BOARD DISCUSSION & ACTION

E1) EMPLOYEE COMMUTING EXPENSE BENEFIT RESOLUTION 9-2022

1 Mueller presented the staff recommendation, which includes offering a commuting expense stipend at various
2 levels to employees traveling in excess of 10 miles to get to work. The anticipated impact to the FY 2022/23
3 budget is approximately \$6,000 based on current staff travel. Mueller will work with Dobrowski to track actual
4 implementation.

5
6 **It was moved by Ganong and seconded by Salke to adopt Resolution 9-2022 Employee Commuting
7 Expense Benefit. Amending the Alpine Springs County Water District Employee Handbook, Chapter 5:
8 COMPENSATION AND PAYROLL PRACTICES, to include Commuting Expense.
9 ROLL CALL VOTE: AYES: Smelser, Ganong, York, Salke, and Grant; NAYES: None; Motion carried
10 unanimously.**

11
12 **E2) POST RETIREMENT MEDICAL INSURANCE RESOLUTION 10-2022**

13 Mueller presented the staff report on this item, which is designed to reduce future long-term District Retiree
14 Medical liability. This has been reviewed by the A&P Committee.

15
16 **It was moved by Ganong and seconded by York to adopt Resolution 10-2022 changes to the Alpine
17 Springs County Water District Employee Handbook, Chapter 6: BENEFITS, LEAVES, AND
18 HOLIDAYS, Insurance Benefits Post Retirement.**

19 **ROLL CALL VOTE: AYES: Smelser, Ganong, York, Salke, and Grant; NAYES: None; Motion carried
20 unanimously.**

21
22 **E3) FY 2021/2022 GOALS & OBJECTIVES**

23 Mueller presented the 4th Quarter report and spreadsheet closing out FY 2021/2022 Goals and Objectives,
24 which was included in today's meeting packet. Discussion followed as the matrix was clarified. Suggestions
25 were offered to make the status of projects clearer. Mueller will make revisions noted and the document will be
26 presented for action next month.

27
28 **E4) FY2022/2023 ASCWD EMPLOYEE SALARY SCHEDULE RESOLUTION 11-2022**

29 Mueller presented the staff report regarding adopting the proposed resolution to address COLA increases.

30
31 **It was moved by York and seconded by Smelser to adopt Resolution 11-2022, FY2022/2023 Employee
32 Salary Schedule. ROLL CALL VOTE: AYES: Smelser, Ganong, York, Salke, Grant; NAYES: None;
33 Motion carried unanimously.**

34
35 **E. COMMITTEE REPORTS**

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

37 Grant presented the report of the July 7, 2022 Committee meeting, including the Treasurer's Report.

38
39 Salke has reviewed the policy regarding investment opportunities. He explained ETF investments and why they
40 are a better investment for the District than mutual funds. More information can be found under the ticker
41 symbol, "vtip"

42
43 **F2) PARK, RECREATION & GREENBELT COMMITTEE (DIRECTOR YORK)**

44 York suggested more publicity about the flower walk may have helped, but Zinn's last minute email boosted
45 attendance.

46
47 York reiterated her suggestion to conduct a workshop to educate customers about the District's efforts to secure
48 funding for fuels reductions programs. Mueller said the District received all points available for volunteer hours

1 toward the Climate Change grant. A brief discussion followed about NTFPD’s chipping program and other
2 funding opportunities.

3
4 **F3) LONG RANGE PLANNING COMMITTEE (DIRECTOR SMELSER)**

5 This Committee did not meet.

6
7 **F4) ADMINISTRATION & PERSONNEL COMMITTEE (DIRECTOR GANONG)**

8 This Committee did not meet.

9
10 **F. FUTURE AND OPEN AGENDA ITEMS**

- 11 • Contract update and renewal with TTSD

12
13 **G. CORRESPONDENCE TO THE BOARD**

14 Mueller reported a member received a large bill based on Tier 3 rates because of water flows from a large leak.
15 If a formal request is received to reverse the bill, Mueller will bring it to the Board.

16
17 **H. CLOSED SESSION**

18 Closed Session was not convened.

19
20 **I. DIRECTORS’ COMMENTS**

21 Ganong is aware of a resident in Olympic Valley who purchased a season pass to the park in previous years, but
22 not last year, so was not “grandfathered in” under the new policy. This person is very upset about not being able
23 to purchase a pass this year. A discussion followed regarding the Board’s ability to change park policy and the
24 reasons the current system was implemented as a means of collecting data about the number of park users.
25 Mueller noted most of the feedback has been positive. It was suggested the Park, Recreation, and Greenbelt
26 Committee may want to revisit the policy at some point.

27
28 Ganong thanked Salke for his explanation about appropriate investments. Zang noted Juniper Mountain
29 Association is having similar conversations. Ganong suggested there may be additional expertise that could be
30 useful on the Budget & Finance Committee. Salke noted anyone is able to provide public comment to the
31 Committee or the Board.

32
33 **J. ADJOURNMENT**

34 There being no further business to come before the Board, the meeting was adjourned at 11:50 PM The
35 next regularly scheduled Board meeting is Friday August 12, 2022 at 9:00 AM.

36
37 Respectfully Submitted,

38 Judy Friedman

39 Recording Secretary

40 THE PAPER TRAIL SECRETARIAL & BUSINESS SOLUTIONS
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