

ARCH CAPE SANITARY DISTRICT MINUTES

16 December 2021

A ZOOM video teleconference broadcast was held in light of the COVID-19 pandemic. A quorum was present.

Sanitary Board: Darr Tindall, President
 Debra Birkby, Vice-President & Treasurer
 Chris Anderson
 Jay Blake

Water Board: Dan Seifer (non-voting)

Public:

Staff: Phil Chick, District Manager
 Steve Hill

Ms. Darr Tindall called the meeting to order at 7:01 pm, and welcomed all of those in attendance. Ms. Tindall proceeded to take the roll.

Public Comment: None.

Agenda: Mr. Blake moved acceptance of the agenda which was seconded by Ms. Anderson. All in favor. Motion carried.

Consent Agenda: Mr. Anderson moved acceptance of the consent agenda which was seconded by Ms. Birkby. All in favor. Motion carried.

Old Business:

Webb Lift Station: (Information) Mr. Chick announced that he is working on a FEMA BRIC Grant request for the Webb Lift Station project. He submitted a pre-application to Oregon Emergency Management Department (OEM) and Arch Cape was invited to apply.

Approximately \$1M is made available to each state and we might be in the 'set aside' category for Oregon. Mr. Stephen Richardson of OEM will lend support in developing the application. Arch Cape would become a sub-applicant with an expectation of providing an application to OEM between the 20th and 24th. Our approach is along the lines of mitigating the risk to the building of flooding of Arch Cape Creek. Elevating the facility and upgrading the system will also allow for efficiencies of operation and conservation of energy.

Clackamas, Gresham and Arch Cape would receive approximately \$300K each.

Wastewater Facilities Plan Update – Curran-McLeod Inc. (CMI): (Action) Mr. Chick referred to the CMI letter in the board packet (attached). The District’s award of \$20K for technical assistance would be used to update the wastewater facilities plan. \$12K would be used for TV video inspection of collection lines, and \$8K would go toward updating the facility plan itself.

Mr. Anderson moved acceptance of the CMI proposal which was seconded by Mr. Blake. All in favor. Motion carried.

Covid-19 Emergency: (Information) Mr. Hill reported that accounts receivable were very strong.

Long Range Financial Plan (LRFP): (Information/Action) The discussion was along the same lines as in the water district meeting. It was anticipated that the new LRFP would address capital improvements driven by the CMI Wastewater Facilities Plan Update with an expectation of receiving CMI’s report in about three months.

Board Vacancy : Position 5: (Information) The general consensus was to work on identifying new volunteers in the community.

New Business: None.

Reports:

District Managers Report and Correspondence for Action: (attached) Mr. Chick said that the Ford truck is now ready for delivery next week and that we saved \$1.5K on the project.

Board of Directors’ Comments and Reports: Mr. Blake said that Mr. Hill was very gracious and welcoming when he had just moved into the district and considered serving in a board position. He appreciated that welcoming.

January Agenda Items: Webb Lift Station, Facility Plan, LRFP & Position 5.

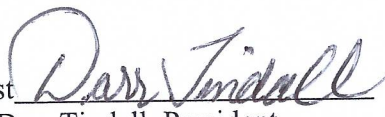
Public Comment: None.

The meeting was adjourned by Ms. Darr Tindall at 7:25 pm.

Respectfully submitted,

Steve Hill

Attest


Ms. Darr Tindall, President