

**ARCH CAPE SANITARY DISTRICT  
BOARD OF COMMISONERS MEETING  
Thursday, April 18, 2024; 7:30 pm**

Pursuant to notice posted, the regular monthly Board Meeting for the Arch Cape Domestic Water Board was held via Zoom.

In attendance: Sanitary District: Casey Short, Chair, Darr Tindall, Thomas Mattia, Mark Engberg. Absent: Steve Hill. Staff: Matt Gardner, Teri Fladstol.

Call to Order: 6:15 pm by Casey Short

Public Comments: None

Agenda Approval: Motion by Darr Tindall to approve the Agenda as presented, Second by Mark Engberg, motion carried.

March Minutes: Motion by Darr Tindall to accept the minutes as presented, Second by Mark Engberg, motion carried.

Financial and Administrative Reporting: Accepted  
Treasurer Report – Darr Tindall reported that she has reconciled accounts.

Audit status: Tom Mattia/Teri is continuing to upload documents as requested; will have an update for the May meeting.

Motion made by Darr Tindall to adopt Resolution 2024-0418, Local Contracting Rules. Second by Mark Engberg, motion carried.

Review of Bids and Authorization of Webb Avenue, Generator Purchase per discussions with the engineer as presented in the packet. Motion by Thomas Mattia to authorize Matt Gardner, District Manager to execute the contract with CAT; second by Mark Engberg, motion carried.

Staff Report by Matt Gardner, District Manager – update to affluent to irrigation site starting on May 1<sup>st</sup>. Report of staff status and workflow moving forward.

Board Members Comments and Reports:

Darr Tindall: Glad to have Cannon Beach IGA in place to have help as needed.

Thomas Mattia: Logging update? Not needed until we need to replace membranes, but we are able to do it at any point we want to do the work.

Casey Short: Water Board would like to retain our Attorney. She can represent both districts unless there is a conflict that involves both Districts in which she would have to recuse herself. To date, nothing has been a problem to date. Board is okay with that.

Mark Engberg: None

Public Comment: None

May Action Items: Budget Meeting at 5:00 pm on May 9<sup>th</sup>; May 1<sup>st</sup> is the Personnel Committee Meeting. There are forms that will be provided to have the Board members do a review; Chairs will meet with Matt directly and focus on goals, etc. Matt's Anniversary date is April so any merit increase, etc. will be retroactive to that date.

The budget recommendations will come to the Board Meeting on May 16<sup>th</sup> and we will be making appropriations, rate increases, and moving forward with the process of resolutions, notices and publication as required by Department of Revenue.

Motion made by Darr Tindall to adjourn, second by Tom Mattia, meeting adjourned at 6:35 pm.

Respectfully submitted,

Attest:

*Teri Fladstol, Secretary*

Teri Fladstol, Secretary

Casey Short, Chair