

Arch Cape Sanitary District Board Meeting Minutes

December 15, 2022

Pursuant to notice posted, a regular meeting Board of Directors was held at the Arch Cape Fire Hall in Arch Cape, Oregon.

Present: Darr Tindall, President, Director Jay Blake, Director Heather Newman; Staff: Teri Fladstol, Administrative Assistant, Phil Chick, District Manager. Public: Carl Matson

Call to Order at 7:42 pm and opening of Public Comments by Darr Tindall – Public Comment - None

Agenda Approval – Motion made to accept the agenda with the addition of appeals by Jay Blake; Second by Heather Newman; Motion Carried.

Consent Agenda - Motion made by Heather Newman; Second by Jay Blake, Motion Carried.

Old Business:

Wastewater Facilities Update by Phil Chick. Discussed plan by Curran-McLeod and looking for feedback from Board. Once we have feedback, it will be sent to DEQ for approval and then come back to the Board for approval. It will specifically address biosolids and I&I. Questions by Jay: economically it is feasible for us to transfer to Seaside, do we know how long that will continue? Is there a commitment from Seaside or is there an alternative we should consider as well? Phil: Seaside is expanding, and they are looking for business from other utilities to bring their biosolids and to provide their services to utilities. We have the option to enter into a long-term contract. Jay and Heather would like to pursue that option.

UBMax Report by Teri Fladstol, GWorks staff ran two reports verifying information, we compared our records to that, and we appear to have it dialed in. We sent out 22 letters and a detail letter showing their usage and fees went out.

Long-Range Financial Plan report by Phil Chick. We will be working on this during the budget process in the Spring. We have items identified for 1-5 years, 6-10 years and we can project for those. We are pursuing the grant for Webb Lift station. We will need to look at replacing all three other lift stations in the future.

Low-Income Household Water Assistance Program would allow residents that qualify for assistance, and we would need to provide information regarding the amounts owed and the bill would be paid through the Action team. Discussion on how to notify the community, website, billing card, etc. Motion made by Heather Newman; Second by Jay Blake, Motion Carried.

Access to District Consultants – discussion on how we interact with Consultants in regard to District business and the need to run through District Manager. These contractors have fees that need to be managed and information that might not be public yet and discretion is required.

Appeals – discussion on the two appeals brought before the Board. Motion by Jay Blake to assess the cost to treat and give a credit as appropriate; 2nd by Heather Anderson on both appeals; Motion carried.

Account Receivable Report – Teri Fladstol, Jigsaw Consulting Services report – good.

District Manager Report – report included in packet; FEMA grant is being worked on with Curran-McLeod and will take 4-6 months; Blower arrived from Arezen so that will be installed soon.

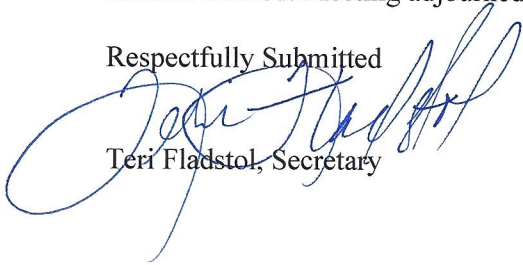
Board Comments

January Agenda Items – UBMax

Public Comments – Thank you for your work!

There being no further business, Motion by Heather Newman to adjourn the meeting. Second by Jay Blake, Motion Carried. Meeting adjourned at 8:12 pm.

Respectfully Submitted

A large, stylized handwritten signature in blue ink, appearing to read "Teri Fladstol".

Teri Fladstol, Secretary

Attest:

A handwritten signature in blue ink, appearing to read "Darr Tindall".

Darr Tindall, President