

Arch Cape Sanitary District
Board Meeting Minutes
January 19, 2023

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, Debra Birkby, Vice President, Directors Jay Blake, Heather Newman, and Steve Hill; Staff: Teri Fladstol, and Matt Gardner.

Call to Order at 8:07 pm by Darr Tindall, President

Agenda Approval – Motion made by Heather Newman to accept the agenda with the following additions: billing appeal for Vollum and Arthur as well as administrative financial access for Teri and Matt during the interim period. Seconded by Steve Hill; Motion Carried.

Consent Agenda - Motion made by Steve Hill, Second by Heather Newman, Motion Carried.

Old Business:

Webb Lift Station – Matt spoke with the contractor to help with grant questions and answers on points to aid in adding submitting requests.

gWorks Contract – Teri Fladstol, recommending signing the contract to continue with use of UBMAX software under the new owner gWorks. Motion by Debra Birkby, second by Steve Hill, motion carried.

New Business:

Operator of Record for Sanitary District will be with Cannon Beach to sign as a Level 3 operator. Motion by Debra Birkby, seconded by Steve Hill, motion carried.

Billing appeals for Don Vollum and Michael Arthur included in the Board packets. Following the conversation from the Water District meeting – appeals for Don Vollum, motion made by Debra Birkby, seconded by Heather Newman, motion passed. Michael Arthur appeal, motion made by Steve Hill, second by Debra Birkby, motion passed.

Banking: Access/Signatures for Financial purposes in Interim: What needs to happen with Columbia Bank and LGIP with sign in access in order to pay bills, transfer funds and manage transactions during the interim period. Will wait until we have information from the Water District meeting in regards administrative assistant. Motion made to add Matt Gardner to Columbia Bank account by Debra Birkby, seconded by Steve Hill, motion carried. Teri will follow-up with Columbia Bank and Matt to get signatures in place.

Accounts Receivable – Teri Fladstol reported status is good.

Staff Report – Matt reported status is good.

Board Reports – None

There being no further business, Motion by Heather Newman to adjourn the meeting. Second by Debra Birkby, Motion Carried. Meeting adjourned at 8:16 pm.

Respectfully Submitted

Attest:


Teri Fladstol, Secretary


Darr Tindall, President