

ARCH CAPE DOMESTIC WATER SUPPLY DISTRICT MINUTES

21 June 2019

A quorum was present.

Water Board: Ron Schiffman, President
 Debra Birkby, Vice President & Treasurer
 Linda Murray

Excused Absent: Dan Seifer

Sanitary Board: Darr Tindall (non-voting)
 Casey Short (non-voting)

Public: Mary Olson, Community Forest Outreach Coordinator
 Lauren Ahlgren
 Bill Campbell
 David Stockton
 Jeannie Stockton

Staff: Phil Chick, District Manager
 Steve Hill, Secretary

Mr. Ron Schiffman opened the meeting at 6:00pm.

Public Comments: None.

Agenda: Agreed to by common assent.

Consent Agenda: Ms. Murray moved acceptance of the consent agenda which was seconded by Ms. Debra Birkby. Mr. Schiffman noted that he was not present at the May 17th meeting. All in favor. Motion carried.

In Recognition of Ms. Virginia Birkby: Ms. Debra Birkby shared with those in attendance her sister Virginia's obituary (attached) and spoke to Virginia's presence as a positive force while serving on the board and in the community.


Old Business:

Watershed Update:

Hug Point 19G Road Decommission Grant Contract: (Action) Mr. Chick reported that the Shark Creek Culvert and portion of the road would be decommissioned in 2020 The \$30K grant contract be spent over two years.

Ms. Murray moved acceptance of the contract which was seconded by Ms. Debra Birkby. All in favor. Motion carried.

Budget Request to Clatsop County: (Information) Mr. Seifer sent a letter asking for \$250K. The committee has said neither yes or no to this request and the budget is in the public comment period. There is an additional meeting scheduled for June 26th and it was anticipated there would be a request to earmark some money.

 Lyanne Thompson is coming on the tour tomorrow.

Clean Water State Revolving Loan Fund: (Information) Mr. Chick reported that Leanne Lawrence will consider our projects non-federal match portion of our grant request and will determine with her team if our project is a good fit for the Clean Water State Revolving Loan Fund.

Outreach Coordinator Report: (Information) Ms. Mary Olson reported that the banner for use at the mailboxes is done and she was pleased with the result.

Thirteen (13) people were signed up for the Saturday June 22nd 12:30 – 2:30pm tour and that the Oregon Watershed Enhancement Board (OWEB) would be given a tour in July.

New Business:

Administrative Support Services Agreement Modification: (Action)

Ms. Murray moved execution of the proposed administrative support service agreement modification (attached) which was seconded by Ms. Debra Birkby. All in favor. Motion carried.

Natural Hazard Mitigation Plan (NHMP): (Information) Mr. Schiffman reported a productive three to four hour meeting with the Salem NHMP support person who works at the state level and is a forester. She wished us to rate our most serious emergency support issues.

Reports:

Accounts Receivable: Mr. Hill reported the district receivables to be in excellent shape.

District Managers Report: (attached)

Treasurers Report: None.

Board of Directors' Comments and Reports: Ms. Debra Birkby said that she wished any contributions made on behalf of her sister be applied towards purchase of the Arch Cape Forest and that she would be checking on the IRS rules for such contributions. A 501(c)3 was suggested along with consulting with Heather Reynolds. A fire was noted on the headland and that there were to be no fires on the beach. Mr. Schiffman expressed appreciation for the recent billing insert and wished more suitable insert communications to the community in future billing cycles.

July Agenda Items: (Information) Advisory committee with web site, State Revolving Loan Fund, fundraising, May 17th minutes, officer positions and new board positions.

Public Comment: Ms. Mary Olson commented upon the profusion of blooming plants in our watershed and some of the additional efforts which will be made to reduce invasive species.

Mr. Casey Short said he wished to comment on the positive contributions made by Ms. Virginia Birkby to the community in her tenure as a director on both boards. He said that Ms. Darr Tindall had originally suggested that Virginia become a member of board. Virginia had expressed that she felt it important to enact policies governing how the board functioned. Mr. Short said that he appreciated the elevation of professionalism of the boards and her contributions towards that end.

Ms. Jeannie Stockton said she appreciated all of Virginia's work and that she was most gracious and professional in all she did.

The meeting was adjourned by Mr. Ron Schiffman at 6:55pm.

Respectfully submitted,

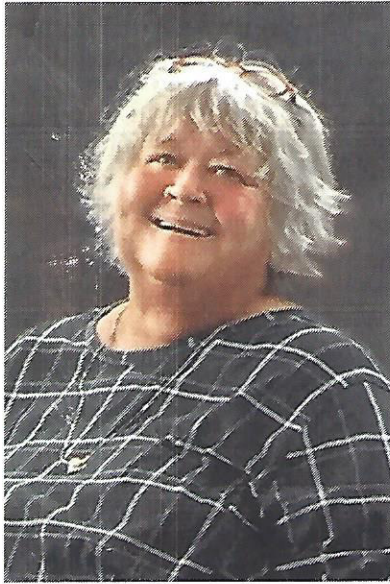


Steve Hill

Attest



Mr. Ron Schiffman, President



Virginia Ann Birkby

February 16, 1947 - June 5, 2019

Virginia Ann Birkby was born to Jack and Dorothy (Yost) Birkby on February 16, 1947, in Tacoma, Washington. She graduated from high school in Milwaukie, Oregon, in 1965, and from the University of Puget Sound in 1969 where she was a member of the Tri Delta Sorority. She earned her masters' degree in educational administration from Pacific Lutheran University.

As a teacher, director of special education, and an administrator, Virginia was with the Clover Park School District from 1969 until 1999 and served as Clover Park Education Association union president. After retirement, she rejoined her family in the beach community of Arch Cape, Oregon. While she loved walking beside the ocean and sharing beach bonfires, she soon returned to her true passion of classroom teaching at nearby Nehalem Elementary School for another 17 years. Her legacy includes the hundreds of children she taught and inspired and then sent on their way, better prepared for the future.

Virginia brought her whole heart to her work as a teacher, infusing her classrooms with homey charm. She created a warm learning atmosphere that embodied her pride in her profession and her love of children in whose lives she invested so much of herself.

We also celebrate Virginia as one who could concoct a celebration like no one else could. Whether it was a birthday, baby shower, Christmas gathering or even a funeral, she coordinated events' bouquets of balloons, matching napkins and tablecloths, coordinated place settings, creative decor, festive wrapping with frilly trim, and of course always... flowers!

Virginia loved flowers and gardening. Whenever flowers came into bloom, they immediately found their way to as many rooms as would hold them. She put together beautiful arrangements, but never with anything as common as a carnation. Virginia's vases exploded with bright-eyed irises and daisies, majestic montbretia and hydrangea, and her signature honeysuckle and fuchsia.

An avid and accomplished downhill skier for 35 years, she cherished her time spent on Mt. Rainier. Instructing at Cascade Ski School and traveling with friends during school breaks to conquer the mountains of Washington, Oregon, Colorado, Idaho, Montana and California highlighted the first half of her life.

Her eye for style extended beyond flowers to every detail of her rustic beach-themed home. Her elegant penmanship and calligraphy adorned special occasion invitations and everyday notes. She would put together outfits from her wardrobe that Nordstrom would envy, and she could always describe the outfit she wore to an event, even from her childhood. She appreciated textures and patterns of fabrics the way a musician cherishes notes.

Virginia (Ginny) was laid to rest at New Tacoma Cemetery, just two miles from her 30-year University Place residence overlooking the Puget Sound and beloved Olympic Mountain range.

Surviving sisters are Jackie (Birkby) Dochow, Seaside, Oregon and Debra Birkby of Arch Cape, Oregon. She was preceded in death by parents Jack and Dorothy Birkby, Aunt Gretchen Ann (Yost) Lemke, Cousin Brett Lemke, Grandparents Ben and Gretchen (Peggy) Yost and Lawrence (Shorty) and Lucretia Birkby.

Commemorative donations can be made in her honor to Arch Cape Domestic Water Supply District (32065 Shingle Mill Lane, Arch Cape, Oregon 97102), working in conjunction with North Coast Land Conservancy, to preserve and improve the community's watershed and old growth forest neighboring her home on the Oregon coast. A memorial celebration will be held in Arch Cape, Oregon on Saturday July 6. All colleagues, family and friends are invited to gather starting at 1 p.m.

“the river goes on and on, and the sea that divides us is a temporary one, and the bridge will bring us back together”

**ARCH CAPE DOMESTIC WATER SUPPLY DISTRICT
ADMINISTRATIVE SUPPORT PERSONAL SERVICES AGREEMENT
MODIFICATION**

It is agreed that the personal services contract made by and between the Arch Cape Domestic Water Supply District ("ACDWSD") and Stephen M. Hill ("Contractor") executed on December 26, 2016 is modified to reflect the following.

The AGREEMENT section in the third paragraph shall be changed to read:

3. PAYMENT. ACDWSD agrees to pay Contractor a monthly lump sum payment of two thousand two hundred and thirty-two dollars (\$2,232.00) by the Arch Cape Domestic Water Supply District for the services and work required under this Contract through June 30, 2017 increasing to two thousand two hundred and ninety-nine dollars (\$2,299.00) beginning July 01, 2017 through June 30, 2019 increasing to two thousand three hundred and sixty-eight dollars (\$2,368.00) beginning July 1, 2019 and thereafter ~~through June 30, 2020~~

Arch Cape Domestic Water Supply District

Contractor

By: 

By: 

Ron Schiffman, President
32065 East Shingle Mill Lane
Arch Cape, Oregon 97102

Stephen M. Hill
31880 Oceanview Lane
Arch Cape, Oregon 97102

Date: 6/21/2019

Date: 21 June 2019

Manager Report June 21, 2019

WATER:

Water usage for the month of May was 1 Million Gallons

The Asbury Creek water intake was put online on June 10. The stream gage will be placed in the creek in July when stream flow decreases a bit. The creeks are in decent shape, but I anticipate water quantity to decrease steadily during the summer if the weather pattern remains the same as it has been.

Staff recently completed two Microsoft Excel training classes at Clatsop Community College.

MONTHLY LOG : ARCH CAPE WATER & SANITARY DISTRICTS

May 2019

Total Hours	368.00	158.75	209.25
Percentage Split		43%	57%
Total Accounts	633	291	342
Percentage Split		46%	54%