

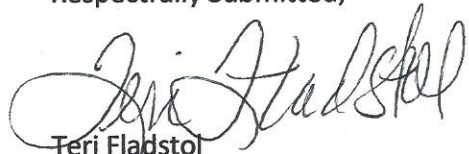
ARCHCAPEDOMESTIC SANITARY DISTRICT  
BOARD OF COMMISSIONERS MEETING  
DRAFT MINUTES  
May 19, 2022


- I. **Call to Order** by Darr Tindall, President at 8:10 pm  
**Present:** Darr Tindall, President, Debra Birkby, Vice President; Jay Blake, Chris Anderson, Heather Newman – Directors **Staff:** Phil Chick, District Manager and Teri Fladstol, Secretary
- II. **Public Comments:** None
- III. **Agenda Approval**– Add Resolution 22-02 for information. Motion made by Jay Blake, seconded by Debra Birkby; All in Favor, Motion Carried
- IV. **Consent Agenda Approval** – Motion made by Debra Birkby, seconded by Heather Newman; All in Favor, Motion Carried
- V. **Old Business – Arch Cape Forest:**
  - A. Wastewater Facilities Plan Update shared by Mr. Chick – met with Curt McLeod regarding the TV inspections, etc. We gathered data on pump run times and other data to send to them; they are ready to dive in. We discussed biosolids, as well as I&I – he is thinking about this and our future as well as some financial options that we might have available in the future. We have \$7,400 to commit to this planning stage. We will keep the Board informed on that process. Question about the biosolids, tree planting or harvesting to manage that land? The Sanitary District could have the option to harvest timber on the sanitary district property. Discussion by the Board could be had on that in the future.
  - B. Webb Lift Station – no news; we will be working on Emergency Management and the process to submit the grant, which would be \$225,000 with a \$75,000 local share.
- VI. **New Business:**
  - A. Wastewater Plant Access Easement - Darr reported that she stopped in and talked with Butch Coleman regarding the access and he is fine with the current status and would like to discuss the future plans; no rush. We will have a reminder to follow-up in 6 months.
  - B. Resolution 22-01 SDC Annual Rate Adjustment (Action) – follow-up on discussion between the ¾” and 1” meter sizes; clarification of the difference between residential and commercial. Motion made by Jay Blake, seconded by Debra Birkby; All in Favor, Motion Carried.
  - C. Resolution 22-03 Rate Increase (information) – Jay clarified that the rate increase, with the recent debt pay-off was good management of resources and a good thing for users
  - D. Resolution 22-02 Budget (information)
- VII. **Reports**
  - A. Accounts Receivable – Teri Fladstol reported status is good.
  - B. District Manager’s Report by Phil Chick
  - C. Board Member Comments and Reports – No comment by Chris or Heather. Question from Jay regarding the use of the 120 acres? Is that something we keep in mind and discuss further as it comes up with the Water District. Debra Birkby asked about the affects of biosolids and planning in the future. Mr. Chick discussed our current plan versus drying beds and what we will have to plan on in the future as we look at expansion. The weather will have a large impact on that process and a dryer is simply not an option for a utility of our size.
- VIII. **June Agenda Items (Information)** – Budget Committee’s recommendation to the Board, Resolutions regarding Rate Increase, Facilities plan and Admin Assistant contract. Will need to meet at 5:30 pm for discussion on the Admin Assistant contract prior to the Water District meeting as it is a personnel issue.

**IX. Public Comment – no comments**

**X. Adjournment – motion by Heather Newman, seconded by Chris Anderson; All in Favor, Motion Carried. Meeting adjourned at 8:29 pm.**

Respectfully Submitted,

  
Teri Fladstol

Attest:   
Ms. Darr Tindall, President