

**Arch Cape Sanitary District  
Board Meeting Minutes**

August 18, 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, Debra Birkby, Vice President, Director Jay Blake.  
Staff: Teri Fladstol, Administrative Assistant, Phil Chick, District Manager [Excused].  
Zoom: Director Heather Newman

Call to Order at 7:39 and opening of Public Comments by Darr Tindall - No comments made.

Agenda Approval – Motion made by Jay Blake to accept the agenda as presented; Second by Heather Newman, Motion Carried.

Consent Agenda - Motion made by Debra Birkby to accept with language from template regarding executive section to be removed and update of Directors present who were listed under the public heading; Second by Heather Newman, Motion Carried.

Old Business: Election of Officers – Jay Blake has accepted nomination as Treasurer. Motion made by Debra Birkby, Second by Heather Newman. Motion Carried.

Resignation – Chris Anderson has resigned and will continue if needed for a quorum. We will need to look for a replacement of his position. Debra Birkby and Board extended thank you for all of Chris & Heather's work through this process and for being available during the transition.

Facilities plan is 80% done and we will continue to address this. Jay Blake reported that Clatsop County has 7 blocks of property that might affect our Forest Management Plan. No formal comments have been made by the County, but it does affect the South Reservoir Project.

Account Receivable Report – Teri Fladstol, Jigsaw Consulting Services reported we have eight accounts that will be receiving 7-day notice to bring their accounts current. Letters will be mailed Friday with follow-up by staff on August 26<sup>th</sup> and 29<sup>th</sup> if monies not received. If needed, a lien will be processed on the property.

District Manager Report – presented as an attachment.

Board Member's Comments and Reports – Jay Blake mentioned the Housing Committee in Clatsop County and workforce housing status for the future.

September Agenda Items – Facilities Plan, Board Members

Public Comment – No Public Comment

There being no further business, motion by Jay Blake to adjourn the meeting. Second by Heather Newman, Motion Carried. Meeting adjourned at 7:50 pm.

Respectfully Submitted

  
Teri Fladstol, Secretary

Attest:

  
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Darr Tindall