

# ARCH CAPE SANITARY DISTRICT MINUTES

17 November 2017

A quorum was present.

Sanitary Board: Ron Schiffman, President  
Virginia Birkby, Vice-President  
Debra Birkby, Treasurer  
Darr Tindall  
Casey Short

Public: David and Jeannie Stockton

Staff: Phil Chick, District Manager  
Steve Hill, Secretary

Mr. Ron Schiffman called the meeting to order at 8:45 pm.

**Public Comment:** None.

**Agenda:** Ms. Debra Birkby moved acceptance of the agenda which was seconded by Ms. Tindall. All in favor. Motion carried.

**Consent Agenda:** Mr. Short moved acceptance of the consent agenda which was seconded by Ms. Tindall. Ms. Virginia Birkby, Ms. Debra Birkby, Ms. Tindall and Mr. Short voted yes. Mr. Schiffman abstained. Motion carried. .

## Old Business:

**District Letterhead & Logo:** (Information) Ms. Debra Birkby moved adoption of the creek centered logo with a white border containing the Sanitary District text which was seconded by Mr. Short. Ms. Debra Birkby voted yes. Ms. Virginia Birkby, Ms. Tindall, Mr. Schiffman and ~~Mr. Short~~ voted no. Motion failed. *Mr. Short voted yes.*

Mr. Short moved to direct Mr. Chick to meet with Ms. Micah Cerelli to develop additional logo options which was seconded by Ms. Virginia Birkby. Ms. Virginia Birkby, Ms. Debra Birkby, Ms. Tindall, and Mr. Short voted yes. Mr. Schiffman voted no. Motion carried.

## New Business:

**Wastewater Affiliate Organization Consideration:** (Information) Mr. Chick reported that he had investigated the Board's request as to whether joining the Oregon Association of Clean Water Agencies (OACWA) would offer any benefit to the District. He explained that he had spoken to the agency's executive director, and that OACWA is an organization

primarily focused on storm water and pre-industrial treatment. He was referred to the Pacific Northwest Clean Water Association. There was general consensus to retain our current membership in the Oregon Association of Water Utilities.

**Truck Lease Offer from the Water District:** (Information) There was a consensus for the need to review the intergovernmental agreement with the water district and how it might pertain to sharing of the purchase cost of the new replacement truck in anticipation of future service to both districts.

**Reports:**

**Accounts Receivable:** A/R was reported to be in good condition.

**District Manager's Report:** (attached) Mr. Chick reported that there were many power outages compared to the past and that Pacific Power is investigating the problem.

**Treasurer's Report:** The LGIP account was reported at \$272,712 and Columbia Bank at \$137,518.

**Board Comments:** A car theft taking place on northern Pacific avenue was reported.

**December Agenda Items:** Kubota membrane agreement, Logo, truck lease, policy draft on multiple meter hookups, statistics report

**Public Comment:**

David and Jeannie Stockton expressed their appreciation for the Board's service. Jeannie Stockton also made several comments about the Cannon View Park – Arch Cape Water District intergovernmental agreement.

The meeting was adjourned by Mr. Ron Schiffman at 9:17 pm.

Respectfully submitted,



Steve Hill

Attest   
Mr. Ron Schiffman, President







## Arch Cape Sanitary District

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32065 East Shingle Mill Lane  
Arch Cape, OR 97102

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## Manager Report November 17, 2017

### **SANITARY:**

Staff responded to a power outage at 1:30 am during the first storm of the season on October 21<sup>st</sup>. Five inches of rainfall was recorded during the storm. All equipment ran well. Both Sally's Alley and Webb Lift Station experienced multiple power imbalances throughout the weekend of 11/3 and into the following week. Sally's Alley was kept on generator power from Sunday evening until Wednesday morning when Pacific Power was able to pinpoint the problem. Power lines on Shingle Mill Lane were determined to be causing sporadic phase interruptions that affected power to the lift Stations.

Staff replaced a leaking check valve on Pump No. 1 at the Carnahan Lift Station. Membranes have been cleaned in both basins in preparation for fall/winter.

I attended a membrane operating class put on by Kubota in Vancouver, WA on November 6<sup>th</sup>. It was attended by about 20 operators from Washington and Oregon, and was quite useful. The informal work session featured best practices for operation in a round-table atmosphere. Membrane cleaning techniques, energy efficiency, and operator horror stories were all discussed. The day included a tour of Ilani Casino's brand new membrane wastewater treatment plant.

The new mixer has been delivered to the plant. Flygt has repaired our old one. We will be having Flygt pull out their rental mixer when they come to do annual maintenance in December, and at the same time, put the repaired one back in the basin. We have some work to do to prepare to put the new mixer in, and will aim to put this in service in the spring. A pedestal base has been ordered for the portable crane at the plant, which will be installed adjacent to the mixer, for ease of placing removing the new mixer in the future.