

Arch Cape Sanitary District
Board Meeting Minutes
April 20, 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, Steve Hill, Casey Short; Directors Jay Blake and Heather Newman, Excused;
Staff: Matt Gardner, Teri Fladstol

Call to Order at 7:44 pm by Darr Tindall

Public Comments: None

Agenda Approval: Motion made by Casey Short to approve the agenda with change to add the billing appeals included in the packet; second by Steve Hill. Motion carried.

Consent Agenda: Motion by Casey Short to approve consent agenda; second by Steve Hill. Motion carried.

Old Business:

Webb Lift Station update: confirmed that we will be responsible for 25% match. Also have the contract for Curt McLeod regarding the design phase and we will pursue the contract on July 1.

The #1 priority items have been put in process and/or completed as updated with the Kabota update pending.

Website and email: Heather will continue to work on this, and we will be able to move to the "x.org" and we will have the capability to use emails with our domain name. We also have an opportunity to connect to Google Suite as a government entity that will give us some great tools.

New Business:

Heather Newman has been nominated (and accepted) the position of Vice President. Motion made by Casey Short to appoint heather as Vice President effective immediately; second by Steve Hill. Motion carried.

Cannon View Park: Meter reading for sanitary billing. We were reading 50 meters for them, whatever system they have moving forward we will need them to send us the usage for those meters. We have the software that would allow us to read them if they move to Kamstrup meters. Motion by Steve Hill that we continue to provide that service and hopefully at some point we would be able to combine into one Arch Cape Utility service. That would save us a lot of money and a consolidation would be advantageous for everyone. Second by Casey Short. Discussion. Motion and Second withdrawn for clarification. Motion by Casey Short to authorize the District Manager to pursue a contract to read meters with Cannon View Park, second by Steve Hill. Motion carried.

Contract with Curran/McLeod: Motion by Casey Short to authorize/sign contract with Curran McLeod on July 1, 2023. Second by Steve Hill, discussion. Motion Carried.

Bio-Solids Contract: Motion by Casey Short to enter the contract with Seaside, second by Steve Hill. Motion carried.

Billing Appeals: Discussed during the Water District meeting. Motion by Steve Hill that we provide the Sanitary credit that would coincide with those approved by the Water District. Second by Casey Short, motion carried.

Accounts Receivable Report: Continuing to work out draft issues and clarifying with customers with the Bank Change. I am asking for verification before pulling another draft that might make them overdrawn.

Staff report: Working on the leak issue as discussed earlier and we will manage continuity of operations as we finish up this process.

Board Member Comments and Reports - None

May Agenda: Budget, Webb Lift Station, Cost to Treat/Leak Policy, Domain name emails.

Public Comments: None

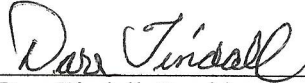
There being no further business, Motion by Casey Short to adjourn the meeting. Second by Steve Hill, Motion Carried. The meeting adjourned at 8:08 pm.

Respectfully Submitted



Teri Fladstol, Secretary

Attest:



Darr Tindall, President