

ARCH CAPE SANITARY DISTRICT MINUTES

21 August 2020

A video teleconference meeting was held in light of the COVID-19 pandemic. A quorum was present.

Sanitary Board: Darr Tindall, President
Debra Birkby, Vice-President & Treasurer
Chris Anderson
Carl Matson
Bill Campbell

Water Board: Dan Seifer (non-voting)
Linda Murray (non-voting)
Lauren Ahlgren (non-voting)

Public: David Stockton
Jeannie Stockton

Staff: Phil Chick, District Manager
Steve Hill

Ms. Darr Tindall called the meeting to order at 6:29 pm immediately prior to the Arch Cape Forest Finance Committee presentation in the water district meeting held in the same Zoom forum. All references to district directors during this committee presentation to the two boards are made in the water district meeting minutes.

Public Comment: None.

Agenda: Mr. Campbell moved acceptance of the agenda which was seconded by Mr. Anderson. All in favor. Motion carried.

Consent Agenda: Mr. Campbell moved acceptance of the agenda with Mr. Campbell's changes to the July 17th minutes which was seconded by Mr. Anderson. All in favor. Motion carried.

Old Business:

DEQ Clean Water State Revolving Loan -- Arch Cape Forest: (Action) Mr. Campbell said that three possible benefits to the district had been identified so far as meeting the criteria established by counsel of being likely, actual, and substantial. He indicated that he and Mr. Chick would be continuing to work with Sustainable NW next week and would report progress made in next month's meeting.

Wastewater Plant / Office Access: (Information) The materials in the packet (attached) were referred to as having been submitted to Clatsop County regarding a permit with additional information being gathered and this topic would appear on next month's agenda.

Covid-19 Emergency: (Information) Mr. Hill reported as he had to the water district directors that less excess water was being booked and therefore less excess usage fees were to be expected than experienced at this same time last year.

New Business: None.

Reports:

District Managers Report and Correspondence for Action: (attached)

Treasurer's Report: Ms. Birkby reported that she had balanced the accounts through May, June and July of this year. The July balance held in the Columbia Bank checking account was \$81,847.74 and in the LGIP account of \$209,930.67.

Board of Directors' Comments and Reports: None.


September Agenda Items: DEQ loan, and wastewater plant access and a potential IGA modification with the water district.

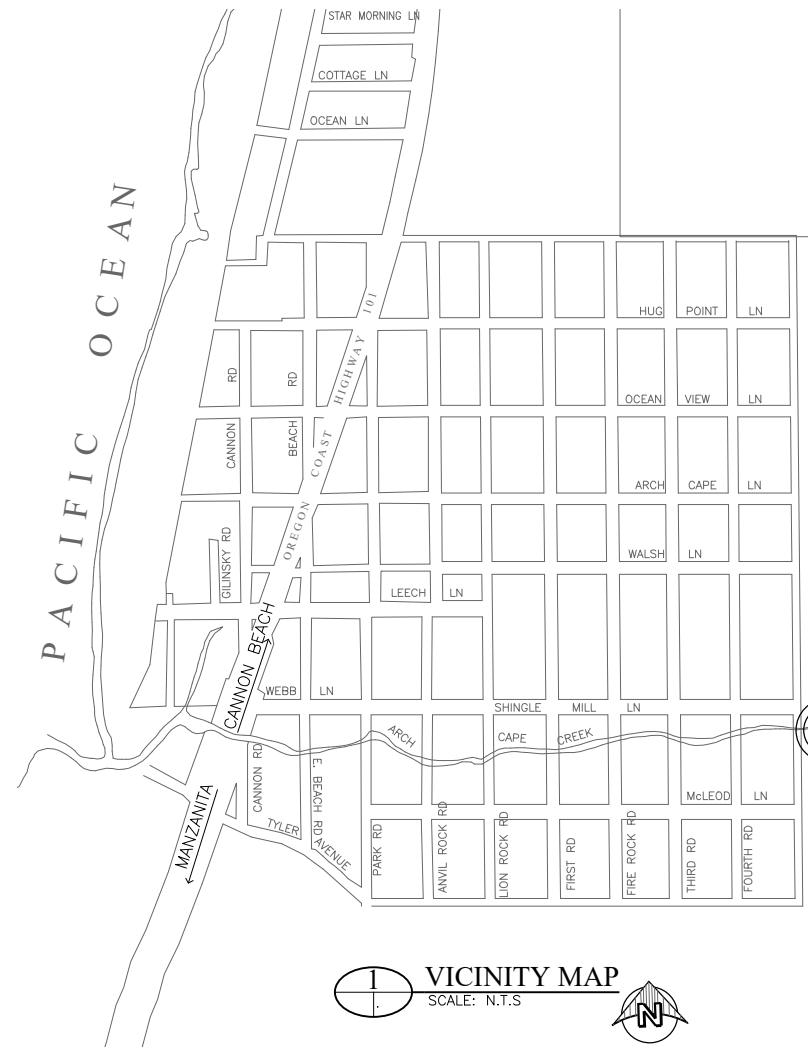
Public Comment: Mr. Stockton thanked the board for all of their work.

The meeting was adjourned by Ms. Darr Tindall at 8:46 pm.

Respectfully submitted,

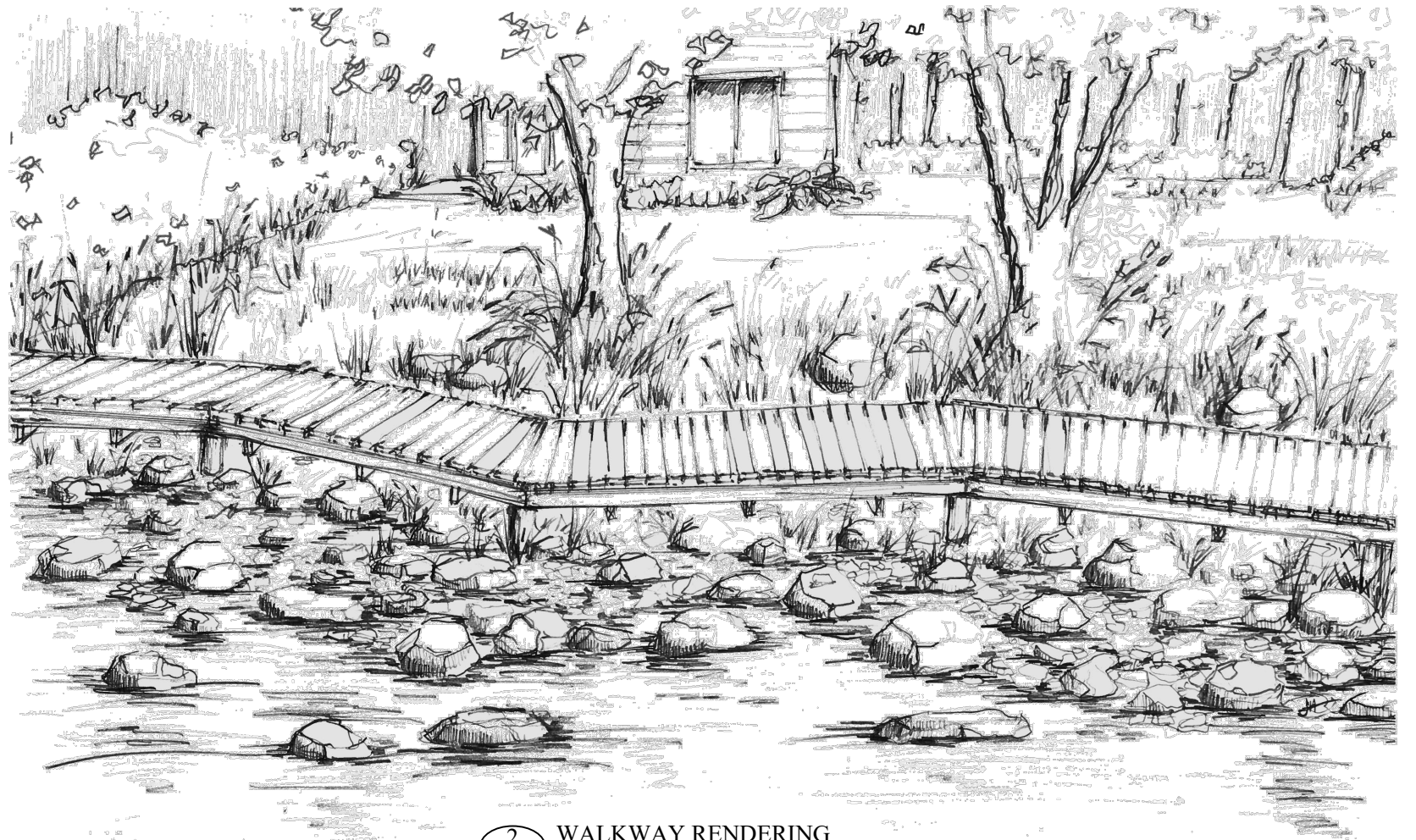

Steve Hill

Attest 
Ms. Darr Tindall, President

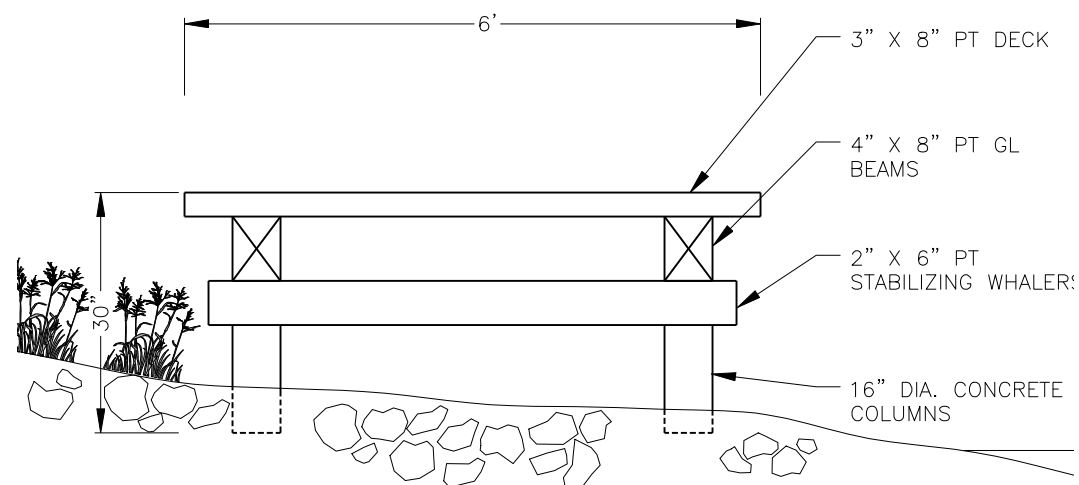


1 VICINITY MAP
SCALE: N.T.S.

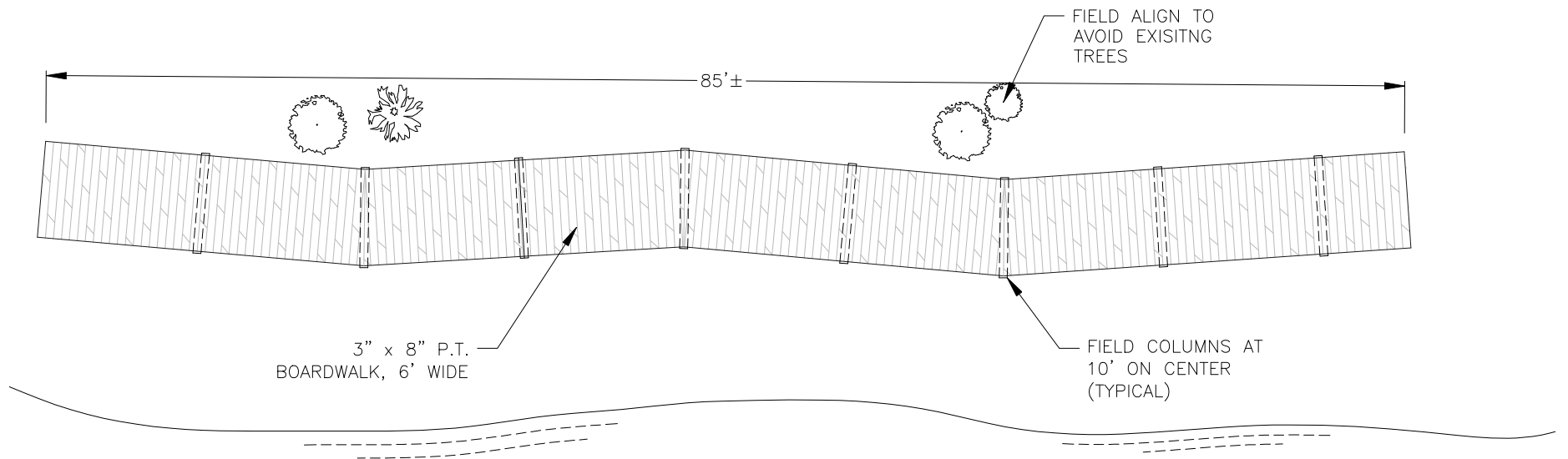
BOARDWALK PROJECT SITE



2 WALKWAY RENDERING



3 TYPICAL BOARDWALK SECTION
SCALE: 1" = 1'-0"

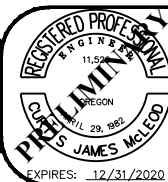


4 BOARDWALK PLAN
SCALE: 1" = 5'

BAR IS ONE INCH ON ORIGINAL DRAWING.
ADJUST SCALE AS SHOWN ACCORDINGLY.

REV.	DESCRIPTION	REVISED BY	DATE

REVISIONS



CURRAN-McLEOD, INC.
CONSULTING ENGINEERS

6655 S.W. HAMPTON ST., SUITE 210
PORTLAND, OREGON 97223
PHONE (503) 684-3478

ARCH CAPE WATER DISTRICT
ARCH CAPE CREEK BOARDWALK PLAN
ARCH CAPE CREEK BOARDWALK
CLATSOP COUNTY, OREGON

DATE	JUL 2020
E/N	1078
D/S	CJM
CAD	JHH
CAD#	1078-A



Clatsop County

Community Development
800 Exchange Street, Suite 100
Astoria, Oregon 97103

Phone 503 325-8611 Fax 503 338-3606
comdev@co.clatsop.or.us www.co.clatsop.or.us

Development Permit

Fee: \$85

INSTRUCTIONS:

1. Complete all attachments on the forms provided, including plot plan, erosion control plan, agency review form, etc.
2. For commercial and industrial uses, include parking and loading plan and sign plan.
3. Review applicant's statement and provide signatures of all owners of record and applicants.

Proposed Use: A boardwalk along Shingle Mill Creek that will provide Public Access to the Arch Cape Sanitary District business office and the wastewater plant.

Base Zone: _____ Overlay(s): _____

Project Location: Property Address: _____

T 4 R 10 S 30D TL COUNTY RIGHT OF WAY Acres _____

Owner(s): Darr Tindall, President
Address: 32065 East Shingle Mill Ln.
Phone: 503-367-5501

Email: darrtindallacuti@gmail.com
City/State/Zip: Arch Cape, OR 97102
Phone: _____

Applicant: Phil Chick, District Manager
Address: 32065 East Shingle Mill Ln.
Phone: 503-436-2790

Email: philchickacuti@gmail.com
City/State/Zip: Arch Cape, OR 97102
Phone: 503-739-2348

Other: _____
Address: _____
Phone: _____

Email: _____
City/State/Zip: _____
Phone: _____

SIGNATURES: I have read and understand the statements **ON THE BACK OF THIS FORM** and agree to abide by them. **All owners of record**, per Clatsop County Assessment records, **must sign the application**. Representatives of public agencies, corporations, trusts, etc. must provide documentation of signing authority (Power of Attorney, Trust Document, etc.)

Signature: _____ Date: _____

Signature: _____ Date: _____

Signature: _____ Date: _____

Signature: _____ Date: _____

1. Pertaining to the subject property described, I hereby declare that I am the legal owner of record, or an agent having the consent of the legal owner of record, and am authorized to make the application for a Development Permit/Action so as to obtain the necessary building permits, sanitation permits, US Army Corps of Engineers permits, Oregon Division of State Lands permits, Oregon Department of Transportation permits, Oregon Department of Parks and Recreation permits, or Clatsop County road approach permits. I shall obtain any and all necessary permits and complete the conditions of approval as required herein within 180 days of the issuance of this permit before I do any of the proposed uses or activities. The statements within this application are true and correct to the best of my knowledge and belief. I understand that if the permit authorized was based on false statements or misrepresentation or it is determined that I have failed to fully comply with all conditions attached to and made a part of this permit, this permit approval is hereby revoked and null and void.
2. It is expressly made a condition of this permit that I at all times fully abide by all state, Federal and local laws, rules, regulations governing my activities conducted or planned pursuant to this permit.
3. As a condition for issuing this Development Permit/Action the undersigned agrees that he/she will hold Clatsop County harmless from and indemnify the County for any and all liabilities to the undersigned, his/her property, or any other person or property, that might arise from any and all claims, damages, actions, causes of action or suits of any kind or nature whatsoever which might result from the signer's failure to build, improve or maintain roads which serve as access to the subject property or from the undersign's failure to fully abide by any of the conditions included in or attached to this permit.
4. **WAIVER OF VESTED RIGHTS DURING APPEAL PERIOD FOR ZONING AUTHORIZATION.** I have been advised that this Land and Water Development permit/Action by the Clatsop County Community Development Director may be appealed within twelve calendar days of the date of permit issuance and authorization (note: if the twelfth day is a Saturday, Sunday or legal holiday, the appeal period lasts until the end of the next day which is not a Saturday, Sunday or legal holiday). I understand that if the approval authorized by the County and referenced above is reversed on appeal, then the authorization granted prior to the end of the appeal period will be null and void. I further understand and consent to the fact that any actions taken by me in reliance upon the authorization granted during the appeal period shall be at my own risk, and that I hereby agree not to attempt to hold Clatsop County responsible for consequences or damages in the event that removal of improvements constructed during the appeal period is ordered because an appeal is sustained.
5. I am aware that failure to abide by applicable Clatsop county Land and Water Development and Use Ordinance 80-14, as amended, and Standards Document regulations may result in revocation of this permit or enforcement action by the County to resolve a violation and that enforcement action may result in levying of a fine.
6. I understand that a change in use, no matter how insignificant, may not be authorized under this permit and may require a new Development Permit/Action. You should check with the Clatsop County Community Development Department.
7. This Development Permit/Action expires 180 days from the date of issuance unless substantial construction or action pursuant to the permit has taken place. Upon expiration, a new development permit must be obtained.

Setbacks	Required	Actual	Notes
(N, S, E, W) Front	_____	N/A	Determined by direction of access to the property not front of building direction
(N, S, E, W) Side	_____	N/A	Boardwalk is in the
(N, S, E, W) Side	_____	N/A	public R.O.W.
(N, S, E, W) Rear	_____	N/A	_____

Structure Height

- 18 feet maximum Oceanfront (Zones RSA-SFR, CBR, CR)
 27 feet maximum
 35 feet maximum
 Other 30" inches

Sewage Disposal

- None Required
 Public Sewer
 Private Sewer
 Subsurface System
- Agency Name: _____
 Permit# or Sign Off: _____

Water Requirements

- None Required
 Private Water Source
 Public Water Source
 Well, Sprink, etc.
- Describe: _____
 Agency Name: _____
 Potability Test and/or Watermaster Certificate attached

Other

- Access – County or ODOT Permit# _____
 Average Grade Calculations _____
 Beaches & Dunes Stabilization and/or Revegetation
 Coastal Shorelands
 Conditional Use Permit # _____
 Deed Restriction County Clerk Recording # _____
 DSL Wetland Fill/Removal Permit# _____
 Erosion Control Plan
 Engineering Report
 Fire District Sign Off Agency Name: Cannon Beach Rural Fire Protection District
 Firebreak, clear and maintain firebreak of at least _____ feet radius around proposed structure.
 Floodplain Permit# _____
 Geologic Hazard or Waiver Permit# _____
 Lot Coverage _____
 Outdoor Lighting Plan N/A
 Parking Plan
 Plot Plan
 Post Construction Survey
 Resource Zone Certification County Clerk Recording # _____
 Road Improvement
 Stormwater Drainage Plan N/A
 Temporary Use Permit # _____

All highlighted items are required to constitute a complete application submission

AGENCY REVIEW & APPROVAL FORM

All information on this form must be filled out and signed by approving agency

1. JOB SITE INFORMATION (To be completed by applicant/owner/agent.):

Job Site Address: _____ City: Arch Cape
Owner: Darr Tindall, President Arch Cape Sanitary District Phone: 503.436.2790
Address: 32065 East Shingle Mill Ln Email: darrtindallacutil@gmail.com
Agent: _____
Proposed Development/Construction: Boardwalk along Shingle Mill Creek
Legal Description: T 4 R 10 S 30 D Tax Lot(s) COUNTY RIGHT OF WAY

2. ONSITE WASTEWATER OR LOCAL SEWER DISTRICT:

Permit Needed: Yes No Site Approved: Yes No
Agency Signature: N/A Phil Chick Title: District Manager Date: 8.18.20
Remarks: _____

Contact the local sewer district serving your property OR Clatsop County Environmental Health for septic approval

3. WATER DISTRICT OR PROOF OF WATER RIGHTS FROM WATER RESOURCES DEPARTMENT

Gallons per minute: _____
Agency Signature: N/A Phil Chick Title: District Manager Date: 8.18.20
Remarks: _____

Contact the local Water District serving your property OR
Water Resources Dept, 725 Summer St NE Suite 202, Salem, OR 97301 Phone: (503) 986-0900 FAX (503) 986-0904

4. FIRE DEPARTMENT/FIRE DISTRICT ACCESS AND WATER SUPPLY REQUIREMENTS:

Water/Fire Flow: _____ Number of Hydrants: _____ Hydrant Location(s): _____
Agency Signature: _____ Title: _____ Date: _____
Remarks: _____

Contact the local Fire Department serving your property

5. MANUFACTURED MOBILE HOME PLACEMENT -----CLATSOP COUNTY ASSESSMENT AND TAXATION:

Agency Signature: _____ Title: _____ Date: _____
Remarks: _____

Clatsop County Assessment and Taxation, 820 Exchange St Suite 210, Astoria, OR 97103 Phone: (503) 325-8522 FAX (503) 338-3638

Residential Plot Plan

Proposed Use: A boardwalk providing Public Access to Arch Cape Sanitary District's business office and wastewater treatment plant.

Owner(s): Darr Tindall, President Arch Cape Sanitary District

Applicant: Phil Chick, District Manager, Arch Cape Sanitary District

Map & Tax Lot: 4, 10, 30D SEE ATTACHED MAPS

Situs Address: N/A, Public Right of Way

Must include all of the following information in the space provided below

- All property lines
- Location of all existing and proposed structures and distances of each structure from ALL property lines
- Distance of all structures from surface waters (lakes, streams, wetlands, etc.)
- Location of all waste water systems, including septic tanks, drain fields, holding tanks, etc.
- Location of all access roads, driveways, parking and easements
- Storm water drainage plan
- Identify the location(s) and type(s) of outdoor lighting to be installed

North

*SEE ATTACHED MAPS.

PROJECT DESCRIPTION: A LOW LEVEL BOARDWALK ALONG ARCH CAPE CREEK TO PROVIDE PUBLIC ACCESS TO THE WASTEWATER PLANT AND DISTRICT OFFICES. STRUCTURE WILL BE APPROXIMATELY 85' LONG AND LESS THAN 30" TALL AND 6' WIDE WITHOUT HANDRAILS, CONSTRUCTED NEAR THE EDGE OF THE CREEK WITHIN THE EXISTING COUNTY RIGHT OF WAY. THIS WILL CREATE A PUBLIC ACCESS TO THE DISTRICT FACILITIES WITHOUT ENCROACHING ON THE ADJOINING NEIGHBOR'S PROPERTY ^{at} East TAXMAP ID 41030CA01600.

West

The BOARDWALK PATHWAY WILL BE FIELD-ALIGNED AFTER IDENTIFYING RIGHT OF WAY LINES.

South

SOIL EROSION CONTROL PLAN

Proposed Use: A Boardwalk providing public access to Arch Cape Sanitary District's business office and wastewater treatment plant.

Owner(s): Arch Cape Sanitary District, Darr Tindall President

Applicant: Phil Chick, District Manager Arch Cape Sanitary District

Map & Tax Lot: 9, 10, 30 D SEE ATTACHED MAPS

Situs Address: N/A public right of way

Must include all of the following information in the space provided below:

- Streets, roadways, and driveways leading to the property and designated vehicle parking areas
- All property boundaries
- All current and proposed structures on the site
- Arrows showing the direction(s) stormwater will flow off the property
- Areas of undisturbed vegetation
- Areas of disturbed soil, vegetation removal and soil stockpiles
- Revegetation plan
- All items must be legibly labeled

North

There are currently no structures at the site, which is in the public right of way. No improved streets, roadways, or driveways are in the work site.

Drainage patterns will not be disrupted and continue to flow West.

Vegetation will only be disturbed to install the support posts and there will be no additional excavation or disturbance of the vegetation.

West

No excavation equipment will be used on the project. There will be no stockpiled materials on site.

East

South

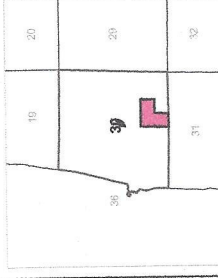
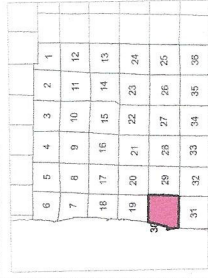
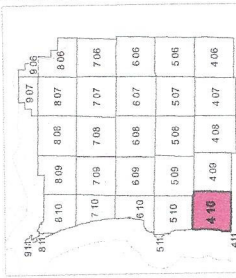


••••• BOARD WALK

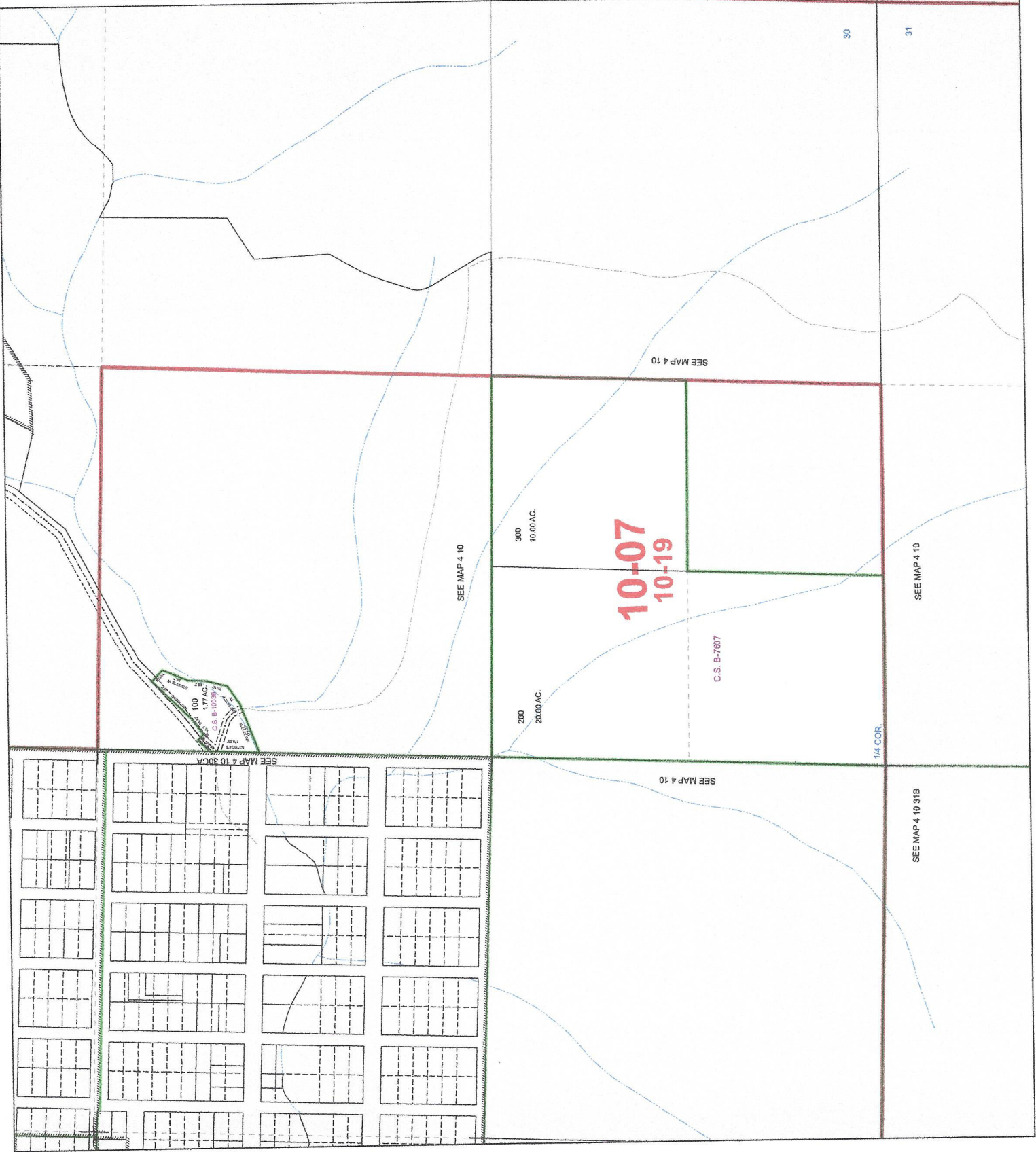
4 10 30 D
CLATSOP COUNTY
SE 1/4 SEC. 30 T4N R10W WM

0 125 250 500 ft

Scale 1:2,400



FOR ADDITIONAL MAPS VISIT OUR WEBSITE AT
www.co.clatsop.or.us
 This map was produced using Clatsop County GIS data. The data is maintained by Clatsop County to support its governmental activities. Clatsop County is not responsible for any errors, possible misuses, or misinterpretation.
 PLOT DATE: 10/29/2019
4 10 30 D



Manager Report August 21st, 2020

SANITARY:

We received 1.5” of rain in July and the wastewater plant received 2.3 Million Gallons of influent.

We recently learned from Waste Management, with minimal notice, that all wastewater treatment plants will need to test their screenings for radioactivity. We had until August 7th to comply with this newly learned rule that the Oregon Dept of Energy has clamped down on with WM.

Finding a lab that does this was not easy, and took a good deal of legwork among local Public Works Depts. We sent our screenings to a lab in Tennessee on August 4th for testing. There is approximately a 21 day period before we get the results, and I was told that WM cannot pick up the screenings until results are confirmed. So, we might be stockpiling screenings in the dumpster a bit longer than normal and things might get a little stinky. The positive side is that we only need to sample annually, and WM will pay for the cost of testing.

SDAO is offering a Board Leadership Academy for Board members wanting to develop their public leadership/governance skills. Credit will be received for completing 4 training modules in Board Member Basics, Statutory Responsibilities, Risk Management, and Human Resources. There is no cost. If you would like more information please let me know and I will get it to you.

Ed’s Septic hauled biosolids to Seaside for processing on August 19th. Our grant request for \$5300 was submitted and accepted by the Corona virus Relief Fund. There is still approximately 17 Million left to be distributed to qualifying special districts under the CARES Act, with a maximum reimbursement amount of \$250,000 per applicant.

Cannon Beach Electric came out to assist us with some maint/repair items.

Float switches were replaced at the headworks and irrigation site wet well, and the motor for fine Screen #2 was also replaced.