

**Arch Cape Sanitary District
Board Meeting Minutes**

October 20, 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; Director Heather Newman
Staff: Teri Fladstol, Administrative Assistant, Phil Chick, District Manager.

Call to Order at 8:02 and opening of Public Comments by Darr Tindall - No comments made.

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

Consent Agenda - Motion made by Jay Blake; Second by Debra Birkby, Motion Carried.

Old Business:

No new information on Facilities plan.

Board Position 4 application from Steve Hill. Darr Tindall expressed concern over past employee and a transition time; SDAO stated that was not necessary Motion by Jay Blake to accept Steve Hill as Board Position 4 through June 2023; Second by Heather Newman. Motion Carried.

UBMax – no additional comments/discussion from report given at Water Board Meeting.

New Business:

SDAO Best Practices Program be processed as recommended.

Check Signers need to be updated, Jay Blake and the Chairs will need to update records at Columbia Bank. Staff gave directions on the process. Motion made by Heather Newman to authorize the President, Darr Tindall and Treasurer, Jay Blake along with District Manager, Phil Chick be updated on the account, Second by Debra Birkby. Motion Carried.

Account Receivable Report – Teri Fladstol, Jigsaw Consulting Services up-to-date and new quarterly payments coming in.

District Manager Report – report included in packet; Staff is starting the process of addressing the requirements from our 5-year USDA Compliance Review on Civil Rights & Accessibility. We need to update our ADA spot up to standard and a profile of the ethnic racial background of Arch Cape and communication access.

November Agenda Items – Facilities Plan

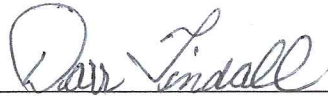
Public Comment – No Public Comment

There being no further business, Motion by Jay Blake to adjourn the meeting. Second by Debra Birkby, Motion Carried. Meeting adjourned at 8:17 pm.

Respectfully Submitted


Teri Fladstol, Secretary

Attest:


Darr Tindall, President