

ARCH CAPE SANITARY DISTRICT MINUTES

19 January 2018

A quorum was present.

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

Excused absent: Debra Birkby, Treasurer

Public: David and Jeannie Stockton

Staff: Phil Chick, District Manager
 Steve Hill, Secretary

Mr. Ron Schiffman called the meeting to order at 7:42 pm.

Public Comment: Ms. Jeannie Stockton expressed her appreciation of the Board's efforts.

Agenda: Pull insurance and multi connection policy. Mr. Short moved acceptance of the proposed agenda as amended which was seconded by Ms. Tindall. All in favor. Motion carried.

Consent Agenda: Pull minutes. Mr. Short moved acceptance of the consent agenda as amended which was seconded by Ms. Tindall. All in favor. Motion carried.

December 15th Minutes: (Action) Ms. Tindall moved acceptance of the minutes which was seconded by Mr. Short. Ms. Virginia Birkby, Ms. Tindall and Mr. Short voted yes. Mr. Schiffman abstained. Motion carried.

Old Business:

Truck Purchase – Intergovernmental Agreement (IGA) Amendment: (Information) Staff were directed to use the percentage split based upon logged hours worked on each districts behalf for cost sharing in the truck purchase and to forward the original IGA between the Water District and Sanitary District in next month's board packet for reference regarding any amendment under consideration. Add to next month's agenda.

District Letterhead & Logo: (Information) Mr. Chick was directed to look into the possible purchase of a color printer and to arrange for the pre-printing of District color letterhead sheets.

New Business: None.

Reports:

Accounts Receivable: Mr. Hill reported that he could give the Board a more complete report on the status of District accounts receivable after February 5th when ownership of an abandoned property could be determined but that otherwise receivables were in good condition. He also reported that Mr. Pat Carney would be dropping his municipal auditing practice and not entering into an agreement with the District for the 2017-18 review. Mr. Hill indicated that he would be obtaining new quotes for District audit work for the boards consideration during the next budget cycle.

District Manager's Report: (attached)

Treasurer's Report: None.

Board Comments: Mr. Short suggested that Ms. Linda Murray may be available as a budget committee member representing the public for the District and that it should be looked into.

February Agenda Items: Commercial multi-connection policy, Truck purchase, Insurance, Budget schedule, and auditor update.

Public Comment: Mr. David Stockton felt that insurance coverage additions and deletions could always be pro-rated by date of change in coverage and that it was all adjustable. Ms. Jeannie Stockton said that the board would be best served by focusing on the policy coverage limits rather than associated deductibles.

The meeting was adjourned by Mr. Ron Schiffman at 8:00 pm.

Respectfully submitted,



Steve Hill

Attest



Mr. Ron Schiffman, President

Manager Report January 19, 2018

SANITARY:

The plant treated 4.7 million gallons in December, with 12 inches of rainfall received.

New connections appear to be on track to meet or exceed our assumptions for FY 2018-19. Our office has received several contacts from property owners with plans to build homes in the near future.

Reminder: The annual SDAO conference will be in Seaside on February 8th-11th. If any Board members would like to attend please let me know by January 26th.