

ARCH CAPE DOMESTIC WATER SUPPLY DISTRICT MINUTES

16 December 2021

A ZOOM video teleconference meeting was held in light of Covid-19. A quorum was present

Water Board: Dan Seifer, President
Debra Birkby, Vice-President & Treasurer
Jay Blake
Nadia Gardner
Linda Murray

Sanitary Board: Darr Tindall (non-voting)
Chris Anderson (non-voting)

Public: Ben Hayes, Manager – Springboard Forestry
Ben Dair, Senior Manager of Conservation Finance, Sustainable NW
Kevin Miller
Eric Shoemaker

Staff: Phil Chick, District Manager
Steve Hill

Mr. Dan Seifer opened the virtually only meeting at 6:00pm and indicated that it may be recorded. He said that it was being conducted in accordance with State of Oregon guidelines issued for the corona virus. Those needing technical assistance should contact Mr. Chick at 503-739-2348. Mr. Seifer called the roll.

Public Comments: None.

Agenda: Ms. Gardner moved acceptance of the agenda which was seconded by Mr. Blake. All in favor. Motion carried.

Consent Agenda: Ms. Murray moved approval of the consent agenda which was seconded by Ms. Gardner. All in favor. Motion carried.

Old Business:

Arch Cape Forest: (Information)

Public Hearing – Draft Multi-Resource Management Plan: (Action) Mr. Seifer said that the Draft Multi-Resource Management Plan had been posted on both the Arch Cape Forest website as well as the district site.

The public hearing was opened at 6:07pm Written commentary was submitted by Mr. Shoemaker (attached). Mr. Ben Dair indicated that there were no comments received from the website postings. Mr. Steve Hill commented favorably on the Multi-Resource Management Plan for its organization, completeness and ease of access. The public hearing was closed at 6:09.

Ms. Gardner moved for discussion the approval of the Multi-Resource Management Plan which was seconded by Mr. Blake.

Concerns were expressed for hunting carcasses being left field dressed near drinking water sources. Reference was made to Mr. Shoemaker's comments on 'loaded' language Ms. Gardner moved to strike "careless hunters" language. Mr. Ben Hayes said that the wording could be adjusted to just "hunters" for example.

Ms. Gardner moved that a modification of language by Mr. Hayes take place which was seconded by Ms. Birkby. Ms. Birkby, Ms. Gardner, Ms. Murray and Mr. Blake voted yes. Mr. Seifer voted no. Motion carried.

This was followed by a call to question on the original motion by Ms. Gardner incorporating modified language by Mr. Ben Hayes and seconded by Mr. Blake. All in favor. Motion carried.

Mr. Seifer thanked Mr. Ben Hayes and Mr. Ben Dair as well as the Advisory Committee for all of their work.

Appraisal: (Information) Mr. Chick said we were expecting to hear from Ms. Amy Singh of the U.S. Forest Service at the end of the month. The report is forecast to be released in the second week of January and that the U.S. Forest Service is ready to move forward.

Mr. Ben Dair said that Ms. Singh was a good advocate where there were many layers of approval.

The North Coast Land Conservancy (NCLC) paid \$7.95M for the Rainforest Reserve.

ARPA Funding / Business Oregon Grant: (Information) Mr. Chick reported that Business Oregon had asked us to proceed with submitting our Project Information form to them, which he said was a positive sign. Business Oregon is still waiting for guidance from Federal Treasury on the Oregon projects.

Fundraising – Outreach Committee: (Information) Ms. Murray reported that NCLC had received \$250,960 on behalf of the Arch Cape Forest (ACF) with six new donors including \$10K from Larry and Kathy Brisbee and \$8K from the Morrison Family Charitable Foundation.

A two-page billing insert has been developed for inclusion with the December 10th quarterly billing.

Additionally, a \$100K award from the Hollis Foundation was noted for which Ms. Gardner was a lead contact.

Markham Land Donation: (Information) Jim and Ella Markham were advised to obtain an appraisal prior to finalizing the donation agreement. This is expected to happen in the next two months.

Covid-19 Emergency – Accounts Receivable Report: (Information) Mr. Hill said the district had strong accounts receivable with payments coming in early.

Long Range Financial Plan (LRFP): (Information) Mr. Chick said that membrane replacement at the Water Treatment Plant was expected at \$25K next year along with a need for meter replacement at an estimated \$100K.

A budget committee meeting was expected in January.

A question was raised on a southern water reservoir, and it's expected timing. Mr. Chick said that it was about ten (10) years out and that it would need to be reflected in the LRFP.

Administrative Assistant Proposals: (Action) There was a general consensus to accept the proposal from Earl Enterprises doing business as Jigsaw Consulting for six (6) months at \$2,800 per month for this period at which time the contract could be reviewed, once enough time has been established to get a feel for the time required. Mention was made of Mr. Hill providing website posting services pro-bono through March of 2022.

Mr. Blake moved to authorize Mr. Chick to act on behalf of the district with respect to terms in an agreement and contract with Ms. Teri Fladstol of Jigsaw Consulting which was seconded by Ms. Murray. All in favor. Motion carried.

New Business: None.

Reports:

District Managers Report and Correspondence for Action: (attached) Mr. Chick indicated that a member of his family had recently contracted Covid-19 as a breakthrough case since being vaccinated and is being cared for at home. No significant deficiencies had been noted in the recent Oregon Health Authority 5-Year inspection of the water plant.

There is an example of the expected Ubmax post card billing posted on the website and Mr. Hill was in meetings with the Ubmax transition representative.

Mr. Chick said he expected to be with his family from December 25 – 29th.

Mr. Chick indicated that no formal response was needed to Ms. Heather Reynolds's correspondence. Board members expressed an interest in having attorney Mr. Josh Stellmon of Haglund Kelley as

recommended by Mr. Reynolds attend a future board meeting so that directors could meet him personally. Future legal representation will be an agenda item next month.

Board of Directors' Comments and Reports: Mr. Blake reported the closure of Neah-Kah-Nie High School recently due to Covid. Ms. Gardner encouraged everyone to be vaccinated and to attend the southwest planning group in Clatsop County to provide local input including for drinking water protection. She said that short term rentals were a big topic of discussion.

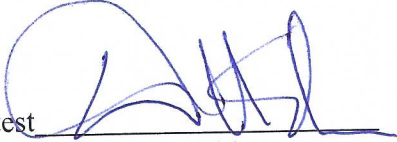
January Agenda Items: (Information) ACF update, Business Oregon status, appraisal, financial plan for ACF purchase and a possible May ballot levy measure, Markham donation and consideration of meetings at the third Wednesday versus third Thursday of each month, LRFP capital project list, Kathleen Smith agreement and Mr. Hill's closing report.

Public Comment: None.

The meeting was adjourned by Mr. Dan Seifer at 7:00 pm.

Respectfully submitted,

Attest
Mr. Dan Seifer, President



Steve Hill