



Arch Cape Forest Finance Committee Meeting

The Arch Cape Forest Finance Committee will meet in a virtual **Executive Session** to conduct deliberations with persons designated to negotiate real property transactions provided for by ORS 192.660 (2)(e) and which may become part of the base line financial plan.

THE PUBLIC MAY NOT ATTEND

DATE: WEDNESDAY JANUARY 19TH, 2022

TIME: 10 AM



NOTICE OF EXECUTIVE SESSION

The Arch Cape Domestic Water Supply District will meet in a virtual Executive Session pursuant to ORS 192.660 (2)(e), to conduct deliberations with persons designated to negotiate real property transactions

THE PUBLIC MAY NOT ATTEND

**DATE: Thursday January 20th,
2022, Time: 5:30 PM**

**ARCH CAPE SANITARY DISTRICT
BOARD OF DIRECTORS MEETING**
Thursday January 20th, 2022
Following the 6PM Water Board Meeting

To Join Meeting by Video Link:
<https://us02web.zoom.us/j/86352062499>
Join by Telephone: 1-669-900-6833
Meeting ID: 863 5206 2499

- | | |
|--|----------------------------------|
| I. Call to Order | Darr Tindall, President |
| II. Public Comments | Darr |
| III. Agenda Approval | Darr |
| IV. Consent Agenda (Action) | Darr |
| A. Approve Minutes – December 16th Regular Meeting | |
| B. Accept December Budget and Finance Reports | |
| C. Authorize Payment of Accounts | |
| D. Accept Correspondence Requiring No Action | |
| V. Old Business | |
| A. Board Position 5 Appointment (Action) | Darr Tindall |
| B. Webb Lift Station: (Information) | Phil |
| C. Wastewater Facilities Plan Update (Information) | Phil |
| D. Long Range Financial Plan – Capital Projects (Information) | Phil |
| VI. New Business | |
| A. Introduction of Jigsaw Consulting Services (Information) | Phil/Jigsaw Staff |
| B. Elect Secretary of the Board (Action) | Darr |
| VII. Reports (Information) | |
| A. Accounts Receivable Report | Teri Fladstol, Jigsaw Consulting |
| B. District Manager’s Report and Correspondence for Action | Phil Chick |
| C. Exiting Administrative Assistant Closing Report | Steve Hill |
| B. Board Members’ Comments and Reports | Darr |
| VIII. February Agenda Items (Information) | Darr |
| IX. Public Comments | Darr |
| XI Adjourn | Darr |



Board Meetings

ARCH CAPE WATER & SANITARY DISTRICTS
32065 E. Shingle Mill Lane, Arch Cape, OR 97102
503.436.2790

**THE PUBLIC IS INVITED, IF THEY WISH, TO ATTEND
BY TELEPHONE OR ZOOM LINK... PLEASE USE THE
FOLLOWING PHONE NUMBER OR LINK TO ACCESS.**

To join via Zoom use the following link:
(<https://us02web.zoom.us/j/86352062499>)

The Zoom Meeting link can also be found on our website:
(www.archcapewater.org)

Call: 669.900.6833
Meeting ID: 863.5206.2499
Meeting Passcode: NONE REQUIRED
Assistance: 503.436.2790

Date: Thursday, January 20th, 2022
Time: 6:00PM

Agenda: As posted in the adjacent notices &
(www.archcapewater.org)

WATER DISTRICT:

The Water plant distributed 1.3 million gallons to town in December. We think we have determined one leak area on Cottage Lane and will be looking to repair that in the near future.

We've recently received SDC payments for a new connection in Castle Rock Estates and will be installing water service soon.

Meter accuracy testing in the District is completed. All of the meters that were examined tested out accurately.

Teri and I had an initial meeting with UB MAX last week to verify our account data transfer from QuickBooks over to the UB MAX billing software program. Thanks to Steve Hill for all the work put in during the last part of December for this part of the transition. The new billing program will be used for the March 10th invoice period, and we will send out a communication to customers in advance of this. We will have more information to provide about the billing program at the February meeting.

MONTHLY LOG : ARCH CAPE WATER & SANITARY DISTRICTS

		December	2021
Total Hours	368.00	141.25	226.75
Percentage Split		38%	62%
Total Accounts	641	295	346
Percentage Split		46%	54%

SANITARY DISTRICT:

We received 14.7" of rainfall in December and the plant received 6.3 million gallons of influent. The past month has brought several power outages and a sewer overflow at Manhole A-11 on W. Shingle Mill Lane following the nearly 7" of rainfall received in the 48 hours prior to the night of January 6th.

Oregon DEQ had their compliance inspection with the District on January 5th. Three compliance and permitting staff were here from the Department to visit with us. We should be seeing our new permit in January. No major changes are anticipated, only some increased monitoring frequency on some of the standard tests we do. They are also interested in receiving daily stream temperature data in Arch Cape Creek. The visit went well overall. Thanks to Matt for his assistance in preparing for the inspection and our permit renewal

One of the MBR blowers has broken down. We have 2 blowers that alternate providing air to the MBR basins. So right now, we are depending on just one until we can get it repaired. I am waiting for a quote from Aerzen, the manufacturer, and will be doing this as quickly as possible.

**Arch Cape Sanitary District Board
APPLICATION**

Date 1-3-2022

Applicant Name Heather Newman

Mailing Address [REDACTED]

[REDACTED]

Residence Address [REDACTED]

Arch Cape, OR 97102

I own property, or live in Arch Cape

Contact Telephone [REDACTED]

Email [REDACTED]

Position(s) Applied for:
 Arch Cape Domestic Sanitary District Board- POSITION 5

Signature Heather Newman

**PLEASE COMPLETE BOTH PAGES OF THIS APPLICATION,
AND USE ADDITIONAL SPACE IF NEEDED**
Arch Cape Domestic Water Supply and Sanitary Districts
32065 E. Shingle Mill Lane, Arch Cape, OR 97102
PhilChickACUtil@gmail.com : 503-436-2790

Describe your background (relevant experience, education, training, etc.)

- BBA in Marketing
- Full-time Arch Cape Resident with 10+ years of Director-level professional experience.
- Currently a local business owner with interest in community involvement and have extensive experience working on boards and with complex budgets.
- I have served on many boards, including the Communities Foundation of Texas and the Arch Cape Budget Committee.

Describe your interest in serving on the Arch Cape Sanitary District Board

I would like to serve my community and have interest in local government. I was told the district needs additional budget-savvy members.