

**ARCH CAPE DOMESTIC WATER SUPPLY DISTRICT  
BOARD OF COMMISSIONERS MEETING**

Thursday, December 14, 2023

Pursuant to notice posted, the regular monthly Board Meeting for the Arch Cape Domestic Water Board was held via Zoom.

In attendance: Water District: Bill Campbell, Chair, Tevis Dooley, Bob Cerelli, Sam Garrison; Absent: Chris Mastrandrea; Staff: Matt Gardner, Teri Fladstol, Public.

Call to Order at 6:00pm made by Bill Campbell, Water President

Conflict of Interest Declarations; no conflict of interest was brought forward.

Public Comments: None

Agenda Approval: Motion by Tevis Dooley to accept Agenda; Second by Bob Cerelli, motion carried.

November Minutes: Motion by Bob Cerelli to accept Minutes as presented, Second by Sam Garrison, motion carried.

Financial & Administrative Reporting: Treasurer report by Sam Garrison indicated everything has been reconciled and looks good.

Board Comments:

Bob Cerelli spoke to Jason from the Fire Department about the improvement to the Shingle Mill access road to the Forest. Jason expressed concern that the turn around that is half way up the road was not large enough. Bob and Matt will drive the road and assess the turnabout. A meeting will be held with Ben Hayes and Jason in early January.

The Finance Committee has completed the work that was requested of them by the Board. Their recommendations will be presented to the Board at the January Meeting.

The Boards' Presidents (Bill and Casey) are drafting a State of the Districts letter to be sent out in early January. A Zoom meeting and an in-person meeting with the community about the State of the Districts will be held in late January / early February. Board members expressed interest in this becoming an annual activity.

Watershed: Motion made to issue an intent to Award the Roads Contractor contract to Vinson Brothers Construction and to authorize President, Bill Campbell, to negotiate and sign a contract with Vinson Brothers Construction; motion made by Bob Cerelli, second made by Tevis Dooley; motion carried.

An RFP has been distributed for a Consulting Forester. The purpose of the Consulting Forester is to provide Project Management to the Roads Contractor and to provide Forestry expertise to the District. Responses to the RFP are due on January 9<sup>th</sup> and a recommendation will be presented to the Board at the January meeting. The intent is to have both the Consulting Forester and the Roads Contractor under contract by the end of January.

Other: Hybrid Board Meetings (in-person at the firehouse with Zoom) will become the default

Proposed January Agenda Items: (to the extent that time allows)

- A. Resolution – New Contracting Rules and Procedures
- B. Authorize contracting with recommended Consulting Forester
- C. Finance Committee Recommendations -
- D. Watershed Public Access & Recreation Policy
- E. Other

Public Comments: None

Motion to adjourn by Bob Cerelli, second by Sam Garrison, meeting adjourned at 6:20 pm.

Submitted by:

Attest:

*Teri Fladstol, Secretary*

*W E Campbell II*

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Teri Fladstol, Secretary

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