

ARCH CAPE SANITARY DISTRICT MINUTES

15 May 2020

A video teleconference meeting was held in light of the COVID-19 pandemic. A quorum was present.

Sanitary Board: Darr Tindall, President
Debra Birkby, Vice-President & Treasurer
Chris Anderson
Carl Matson
Bill Campbell

Water Board: Dan Seifer (non-voting)

Staff: Phil Chick, District Manager
Steve Hill

Ms. Darr Tindall called the meeting to order at 7:36 pm.

Ms. Tindall welcomed everyone to the virtual meeting and to contact Mr. Chick by text if they needed assistance.

Public Comment: None.

Agenda: Mr. Campbell moved acceptance of the agenda which was seconded by Mr. Anderson. All in favor. Motion carried.

Consent Agenda: Mr. Campbell moved acceptance of the consent agenda which was seconded by Ms. Birkby. All in favor. Motion carried.

Old Business:

Biosolids Processing Plan: (Information) Mr. Chick said that negotiations with Ed's Septic had been concluded setting the agreed rate from \$200/hour to \$175/hour for hauling to Seaside next year. The district will process biosolids in the summer and in late fall resume hauling with Ed's Septic to Seaside.

Covid-19 Emergency: (Information) Mr. Hill reported that accounts receivable had improved from last month and collections were on track.

New Business:

Public Hearing & RES 20-03 SD FY 2020-21 Budget Adoption & Imposing Tax: (Action) For discussion Mr. Campbell moved adoption of Resolution 20-03 SD to adopt fiscal year budget for 2020-21 and imposing tax (attached) which was seconded by Mr. Anderson.

RES 20-03 SD FY 2020-21 Budget Adoption & Imposing Tax Public Hearing: Ms. Tindall opened the public hearing at 7:41pm to take comments or questions from the public and hearing none closed the hearing at 7:42pm.

Ms. Tindall asked for a vote on the motion on the floor. All in favor. Motion carried.

Public Hearing & RES 20-04 SD FY 2020-21 Rate Change: (Action) For discussion Ms. Birkby moved adoption of Resolution 20-04 SD for a rate change (attached) effective on July 1, 2020 which was seconded by Mr. Anderson.

RES 20-04 SD FY 2020-21 Rate Change Public Hearing: Ms. Tindall opened the public hearing at 7:44pm to take comments or questions from the public and hearing none closed the hearing at 7:45pm.

Ms. Tindall asked for a vote on the motion on the floor. All in favor. Motion carried.

Reports:

District Manager's Report and Correspondence for Action: (attached)

Treasurer's Report: Ms. Birkby reported the Local Government Investment Pool (LGIP) balance for the district at \$122,072.

Board Comments and Reports: Mr. Campbell expressed his appreciation for the direction given by Mr. Casey Short as Budget Chairman in the recent meetings held and the productive back and forth discussions that took place.

June Agenda Items: Bio-solids, Covid-19, and access road.

Public Comment: None.

The meeting was adjourned by Ms. Darr Tindall at 7:51 pm.

Respectfully submitted,


Steve Hill

Attest 
Ms. Darr Tindall, President

ARCH CAPE SANITARY DISTRICT

RESOLUTION 20-03 SD

A RESOLUTION ESTABLISHING A BUDGET AND IMPOSING THE TAX FOR FISCAL YEAR 2020-2021 FOR THE ARCH CAPE SANITARY DISTRICT.

IT IS HEREBY RESOLVED AND ORDERED that the Arch Cape Sanitary District Budget approved and recommended by the Budget Committee on 30 April 2020, for the fiscal year beginning July 1, 2020 in the total amount of **\$674,681** and for the purposes shown below are hereby appropriated as follows:

General Fund

Materials & Services	\$308,839
Capital Outlay	\$ 3,000
Debt Service	\$ 54,383
Transfer to Capital Fund	\$ 0
Transfer to GO Bond Debt Fund	\$ 0
Contingencies	<u>\$ 50,000</u>
Total General Fund	\$416,222

GO Bond Debt Fund \$144,600

Capital Fund

Capital Outlay	\$ 0
Contingencies	<u>\$113,859</u>
Total Capital Fund	\$113,859

Total Appropriations **\$674,681**

Imposing the Tax

BE IT RESOLVED that the Board of Directors of the Arch Cape Sanitary District hereby impose the taxes provided for in the adopted budget in the amount of **\$152,000** for bonds; and that these taxes are hereby imposed and categorized for tax year 2020-21 upon the assessed value of all taxable properties within the District.

Categorizing the Tax

General Government Limitation

Excluded from Limitation

General Government

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Debt Service

\$152,000

The above resolution statements were approved and declared adopted on this 15th day of May 2020.

Attest



Steve Hill, Secretary



Darr Tindall, President

ARCH CAPE SANITARY DISTRICT

RESOLUTION 20-04 SD

A RESOLUTION SUPERSEDING RESOLUTION 19-05 SD ESTABLISHING BASE RATE CHARGES AND DEBT SURCHARGES FOR THE ARCH CAPE SANITARY DISTRICT "DISTRICT".

WHEREAS the Arch Cape Sanitary District needs to adjust base rate fees and debt surcharges to District customers from time to time sufficient to collect monies necessary to meet budgeted expenses; and

WHEREAS the District, where possible, structures its base rate fees to cover anticipated personnel, operating and capital expenses and debt surcharges to retire specific District debt instruments over time.

NOW THEREFORE, the District hereby establishes base rate fees per service connection and debt surcharges effective July 1, 2020 as follows:

Customers with a ¾" or 1" service connection:

Sanitary Quarterly Base Rate	\$213.00
Sanitary Quarterly Debt Surcharge	<u>\$40.00</u>
Total Quarterly Charge	\$253.00

Adopted this 15th day of May 2020.


Darr Tindall, President

Attest: 
Steve Hill, Secretary

Manager Report May 15, 2020

SANITARY:

We received only 4.3” of rain in April. The wastewater plant received 2.8 Million Gallons of influent.

Sopko Welding is hoping to start work on the anoxic basin work in late May.

The irrigation site was started up for the season on May 1st.

We’ve started to catch up on brush cutting in the District