

ARCH CAPE DOMESTIC WATER SUPPLY DISTRICT MINUTES

19 July 2019

A quorum was present.

Water Board: Ron Schiffman, President
 Debra Birkby, Vice President & Treasurer
 Lauren Ahlgren
 Linda Murray
 Dan Seifer

Sanitary Board: Darr Tindall (non-voting)

Public: Ben Dair, Sustainable Northwest
 John Mersereau
 Layton Borkan
 Rick Gardner
 David Stockton
 Jeannie Stockton

Staff: Phil Chick, District Manager
 Steve Hill, Secretary

Mr. Ron Schiffman opened the meeting at 6:00pm.

Public Comments: None.

Agenda: Pull board position. Mr. Seifer moved acceptance of the agenda as modified which was seconded by Ms. Murray. All in favor. Motion carried.

Consent Agenda: Pull June 21st minutes. Ms. Murray moved acceptance of the consent agenda which was seconded by Ms. Debra Birkby. Mr. Schiffman noted that he was not present at the May 17th meeting and Mr. Seifer said he was not present at the June 21st meeting and that Luanne's name on page two should be spelled Lianne. Mr. Schiffman and Mr. Seifer abstained from the vote. Consent agenda accepted by common assent incorporating the name change noted by Mr. Seifer.

Old Business:

Watershed Update:

Future Outreach Efforts: (Information) Ms. Olson has completed her assignment. Mr. Chick said that a good meeting had taken place with Ms. Katie Voelke regarding further support and cooperation between NCLC and the District. Ms. Birkby expressed thanks to Mr. Mersereau for the excellent job in mounting the mailboxes banner.

Association of Oregon Counties Meeting Tour: (Information) Tillamook, Clatsop and other counties with an estimate of thirty (30) individuals will be gathering for a tour on Friday September 13th of the forest site.

Merchantability Report and Clean Water Revolving Loan Fund: (Information) Mr. Chick reported that he was working to coordinate a date with Ben Hayes of Springboard Forestry to present the merchantability report to the Board. Mr. Chick also said that he was in contact with Lee Anne Lawrence at Oregon DEQ to investigate the District's eligibility to apply for a Clean Water State Revolving Loan Fund grant.

Fundraising: (Information) Mr. Chick reported that the North Coast Land Conservancy (NCLC) has a scheduled event at the Eyerman's home Sunday at 2:00pm. He indicated that we the District's funding strategy will be to pursue money first and then seek private donations. He advised working from a detailed, concise funding plan that will be jointly created by Ms. Katie Voelke. Mr. Schiffman said that Bonneville Power has funds available for these kinds of projects. Formation of a water district 501(c)3 is unresolved.

Mr. Chick indicated that the District's memo of understanding with NCLC would help facilitate receiving funds for the Arch Cape portion of the purchase, and that NCLC can serve as fiscal sponsor in holding these donations for the District. He expressed that NCLC's closing date on the Rainforest Reserve property is in 2021, and the Districts will be in 2023, and that if NCLC was successful in their campaign it greatly improves the outlook for acquisition of the future Arch Cape Forest.

A question was raised if GO bonds were under consideration which was answered that non-loan funds were being sought first. Mr. Ben Dair said that a great deal of progress had already been made by Sustainable Northwest. Mr. John Mersereau representing NCLC said that his organization would provide periodic updates of monies received by them directed towards the Arch Cape parcel.

Purchase and Sales Agreement Draft for EFM: (Action) Mr. Seifer moved that the Purchase and Sales Agreement draft be sent to Onion Peak Holdings, which was seconded by Ms. Murray. All in favor. Motion carried.

Board Position 3 Appointment / Oath of Office: (Action) Ms. Lauren Ahlgren introduced herself to the meeting recounting her recent purchase of a home in Arch Cape, the pursuit of a business on the north coast teaching surfing and her excitement at being able to contribute to the community.

The oath of office was administered to the applause of those in attendance.

Quarterly Newsletter: (Information) A general discussion ensued about the possibility of information going out to customers with quarterly billings which would further explain how billing works, information on how the district is run and generally better informing the public. Additionally it was expressed that a new website for the districts might supplement this communication effort.

New Business:

Website: (Information) Mr. Schiffman indicated his hope that the districts would obtain a website to make information more accessible to customers than the one currently used on Dale Mosby's www.archcape.com site. SDAO (Special District Association of Oregon) has a cooperative agreement for reduced website hosting fees with Streamline for as little as \$10.00/month depending upon a districts annual revenue and it was suggested that they be contacted for more information.

Mr. Hill said he would study the options available to the districts and provide a report of his findings to the directors.

Board Training: (Information) Mr. Chick said that board training by SDAO was available for a number of locations throughout the state with two of the nearest being Tigard on August 6th and Newport on August 7th. The cost of training is covered by the districts and directors were asked to contact him for more information.

Reports:

Accounts Receivable: Mr. Hill reported the district receivables to be in good shape with the exception of one account which was developing into a potential risk of loss to the district. He said he would be closely monitoring the situation and taking steps to mitigate the risk.

District Managers Report: (attached) Mr. Chick reported that he will be attending a tour of the Rainforest Reserve and Arch Cape Forest with Katie Duzik from OWEB, staff from NCLC, and Ben Dair of Sustainable Northwest.

Treasurers Report: May and June were reported to be balanced. Funds held in the Columbia Bank checking account were \$49,926 and in the LGIP (Local Government Investment Pool) \$178,891.

Board of Directors' Comments and Reports: Mr. Seifer said it was nice to see so many people in attendance. Mr. Schiffman welcomed Ms. Ahlgren to the board and greatly appreciated her service contribution. Ms. Murray said she liked the idea of having additional information accompany the billings. Ms. Birkby suggested that if he was willing that Mr. Rick Gardner be invited to any future executive sessions regarding the forest merchantability report.

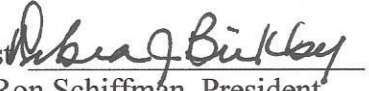
August Agenda Items: (Information) Website, watershed, checking account signatures, minutes posting, Ben Hayes Merchantability Report, Leanne Lawrence Oregon DEQ, Katie Voelke Work Session, 501(c)3 and purchase sales agreement.

Public Comment: It was expressed that many in the community did not understand fully how the board functioned. Mr. Carl Matson complimented the quality and manner of the banner installed at the mailboxes and Mr. Rick Gardner thanked the board for their service.

The meeting was adjourned by Mr. Ron Schiffman at 7:36pm.

Respectfully submitted,


Steve Hill

for Attest 
Mr. Ron Schiffman, President
Debra J. Birkby, V.P.

Manager Report July 19, 2019

WATER:

The plant produced 1.1 MG of water for distribution in the month of June
We were unable to produce water for two days last week, due to muddy creek conditions, after receiving 1.7” of rainfall.

Lead and Copper sampling will be conducted on August 7th. The District is required to submit 5 samples from homes to be tested for Lead and Copper. Homes with older plumbing are the best candidates for testing, as these are most susceptible to lead and copper leaching from the pipes into the home’s water supply. The water in the tap that is sampled will not be able to be used for 6 hours prior to taking the sample. If anyone would like their home tested, free of charge, please contact the office.

MONTHLY LOG : ARCH CAPE WATER & SANITARY DISTRICTS

June 2019

Total Hours	320.00	141.50	178.50
Percentage Split		44%	56%
Total Accounts	633	291	342
Percentage Split		46%	54%