

ARCH CAPE DOMESTIC WATER SUPPLY DISTRICT MINUTES

20 November 2020

A ZOOM video teleconference meeting was held due to the COVID-19 pandemic. A quorum was present

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

Sanitary Board: Darr Tindall (non-voting)
Chris Anderson (non-voting)
Carl Matson (non-voting)
Bill Campbell (non-voting)

Public: Stuart Sandler
David Stockton
Jeannie Stockton

Staff: Phil Chick, District Manager
Steve Hill

Mr. Dan Seifer opened the meeting at 6:05pm. He said that it may be recorded. Mr. Hill conducted a roll call including members of the public in attendance. Mr. Seifer indicated the virtual meeting was being conducted in accordance with guidelines issued for the corona virus and said that those needing assistance should contact Mr. Chick at 503-739-2348.

Public Comments: Mr. Stuart Sandler introduced himself as a resident of thirty-eight (38) years at 31941 E. Shingle Mill Lane. "You all are probably aware of a proposed project in the wetlands on a property totally engulfed by the wetlands as shown on the overlay map I'm looking at right now.

A project in the wetlands will involve huge costs to the applicant and the community. The water district has already moved, or is in the process of moving, a fire hydrant that was an obstacle in an approach application.

Mitigation of wetlands is hugely expensive and difficult for both the applicant and the community and often has unsatisfactory results.

So what I'm asking for is that you help us all with due diligence to ensure that all necessary and required steps are performed before any earth is moved in that wetland.

Agenda: the agenda was adopted by motion.

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 (ACF) Watershed Update:

Option Agreement Deposit Funds: (Action) It was reported that the \$10K option deposit was refundable through next week but if no action was taken to retrieve these funds they would go to the seller. No motion was offered to pull the \$10K option price back.

It was reported that the revised preliminary title report had been received and reviewed by Mr. Fullem of Schwabe Law.

Matching Funds Intergovernmental Agreement (IGA) – Clatsop County / Arch Cape Water: (Action) It was reported that the county Commissioners excepting one voted to approve the IGA and that Lianne Thompson was in support.

Ms. Gardner moved execution of Resolution 20-08 WD Clatsop County \$250K Match IGA by the water district which was seconded by Ms. Murray. All in favor. Motion carried.

A formal letter of thanks to the Clatsop County Board was approved.

Forest Purchase Intergovernmental Agreement (IGA) – Water & Sanitary Districts: (Action)

Ms. Birkby moved adoption of Resolution 20-09 WD Arch Cape Forest Purchase IGA between the water district and the sanitary district which was seconded by Ms. Murray. All in favor. Motion carried.

Covid-19 Emergency – Accounts Receivable Report: (Information) Mr. Hill reported that accounts receivable were in excellent condition.

New Business: None.

Reports:

District Managers Report and Correspondence for Action: (attached) Mr. Chick reported that measures had been taken for Covid-19 protection including replacement of ventilation filters. Physical distancing and use of masks was in place and a decision by staff for keeping in contact with each other regarding any contact with the virus or those known to have had contact.

Treasurer's Report: Ms. Birkby reported accounts through October as reconciled. The balance on hand in the Columbia Bank checking account is \$70,991 and for the Local Government Investment Pool \$217,030.

Board of Directors' Comments and Reports: Ms. Gardner expressed her appreciation for Stuart Sandler's earlier comments and participation in the meeting. She agreed that we needed to know the larger context of the hydrant move and that we need maps with these requests. Ms. Ahlgren said she had no comments to report but offered a safe and happy thanksgiving to everyone. Ms. Birkby said that Chris Anderson had been in contact with the Daily Astorian for some exposure for our upcoming Town Hall Meeting.

December Agenda Items: (Information) County IGA update, and potential levy discussion.

Public Comment: Mr. David Stockton offered his thanks for all you do.


The meeting was adjourned by Mr. Dan Seifer at 7:11 pm.

Respectfully submitted,



Steve Hill

Attest



Mr. Dan Seifer, President

ARCH CAPE DOMESTIC WATER SUPPLY DISTRICT

RESOLUTION 20-08 WD

A RESOLUTION BY THE ARCH CAPE DOMESTIC WATER SUPPLY DISTRICT ("District") ESTABLISHING AN INTERGOVERNMENTAL AGREEMENT BETWEEN CLATSOP COUNTY "County" AND THE DISTRICT FOR \$250,000.00 IN MATCHING FUNDS FOR THE U.S. FOREST SERVICE FEDERAL FOREST LEGACY FY 2020 GRANT AWARD

Whereas, by authority granted in ORS 190.010, units of local government and state agencies may enter into agreements with other units of local government and state agencies for the performance of any and all functions and activities that a party to the agreement, its officers, or agents, have the authority to perform, and

Whereas, the District has entered into a Purchase and Sale Agreement to purchase 1,521 acres of timberland for the creation of a community forest and protected drinking watershed, and

Whereas, to help fund the purchase, the District was awarded \$1 million by United States Forest Service, Forest Legacy Grant to purchase 1,521 acres of timberland for the creation of a community forest and protected watershed. The District must acquire a \$250,000, equaling a 25% local match, and

Whereas, the County desires to contribute the \$250,000 match and will deposit the funds in an escrow account for the District to draw upon for the purchase of the timberland, and

Whereas, the Clatsop County Board of Commissioners and District Board of Commissioners believe that making this contribution will benefit the citizens of Clatsop County,

NOW, THEREFORE, be it resolved the Arch Cape Domestic Water Supply District and Clatsop County hereby agree to the terms set forth in the Intergovernmental Agreement For Matching Funds, attached hereto, and authorize execution of the agreement.

Adopted and signed this 20th day of November, 2020.



Daniel J. Seifer, President

Attest



ARCH CAPE DOMESTIC WATER SUPPLY DISTRICT

RESOLUTION 20-09 WD

A RESOLUTION BY THE ARCH CAPE DOMESTIC WATER SUPPLY DISTRICT (“Water District”) AND ARCH CAPE SANITARY DISTRICT (“Sanitary District”) ESTABLISHING AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE DISTRICTS REGARDING THE POTENTIAL PURCHASE OF AN APPROXIMATELY 1,521-ACRE PARCEL OF FOREST LAND COMMONLY REFERRED TO AS THE “ARCH CAPE FOREST,”

Whereas, ORS 190.110 allows units of local government to enter into an agreement for performance of any or all functions and activities which such units have authority to perform; and

Whereas, the Water District has entered into a Purchase and Sale Agreement to purchase 1,521 acres of timberland for the creation of a community forest and protected drinking watershed, and

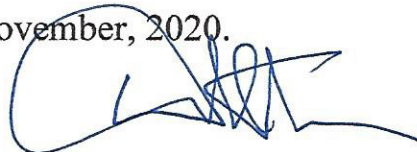
Whereas, the Sanitary and Water Districts have determined that ownership of the Property will benefit both Districts by providing long-term protection of the quality of the water supply in the watershed and assisting with the management of storm water that flows into and through the sanitary sewer system, and

Whereas, a component of the plan for acquisition of the Property includes a potential State Revolving Loan through the Oregon Department of Environmental Quality to be held by the Sanitary District, and

Whereas, The Districts intend that the Water District will ultimately own the Property and that the Districts will agree upon a Multi-Resource Management Plan for the Property,

NOW, THEREFORE, be it resolved the Arch Cape Domestic Water Supply District And Arch Cape Sanitary District hereby agree to the terms set forth in the Intergovernmental Agreement For The Arch Cape Forest Purchase, attached hereto, and authorize execution of the agreement.

Adopted and signed this 20th day of November, 2020.



Daniel J. Seifer, President

Attest



Manager Report November 20th, 2020

Water

The water plant distributed 1.2 Million Gallons to town in October.

Staff recently took training on the new Oregon OSHA COVID-19 rules. Employers with more than 10 employees are required to comply with various requirements by early December. Although there are only 3 people who work in the office regularly, we have implemented or will begin implementing, the physical safety requirements to prevent the spread of infection; specifically related to physical distancing, mask wearing, sanitation, and ventilation.

Bob McEwan Construction will be relocating the fire hydrant in the Anvil Rock right of way (further down East Shingle Mill Lane) for the property owner who will be developing the road access at Anvil Rock/East Shingle Mill Ln.

Special Districts Insurance Services (SDIS) had a site visit here to do an appraisal of the Water District's building structures. The new information will be updated on the Insurance Site when completed.

MONTHLY LOG : ARCH CAPE WATER & SANITARY DISTRICTS

October 2020

Total Hours	348.00	167.00	181.00
Percentage Split		48%	52%
Total Accounts	637	293	344
Percentage Split		46%	54%