

**ARCH CAPE DOMESTIC WATER SUPPLY DISTRICT
BOARD OF COMMISONERS MEETING
Thursday, October 17, 2024; 6:00 pm**

Pursuant to notice posted, the regular monthly Board Meeting for the Arch Cape Domestic Water District was held in person at The Fire Hall, Arch Cape and via Zoom.

I. Call to Order at 6:00 pm Roll call: Chris Mastrandrea, Bob Cerelli, Sam Garrison, Tevis Dooley, Bill Campbell, Public: Darr Tindall, Joe Sherman, Judy & Peter Cooper, Katharine Cooper, Matt Gardner, Staff and Teri Fladstol, Admin.

II. Public Comments

III. Conflict of Interest Declarations – None

IV. Motion to approve agenda with addition of items IV & XI by Bob Cerelli, Second by Tevis Dooley, motion carried.

V. Motion to approve September Minutes by Bob Cerelli, seconded by Tevis Dooley; motion carried.

VI. Financial & Administrative Reporting – no questions. Sam Garrison gave report on reconciliation of accounts.

VII. Alarm monitoring system for plant (see Board packet for contract with Industrial Systems), motion by Chris Mastrandrea to authorize Matt to execute a not-to-exceed \$6,000 contract with Industrial System to integrate Alarm Monitoring into the Water Plant SCADA system; Second by Tevis Dooley; motion carried.

VIII. November Ballot Measure Levy – information for voters about the levy for a District Administrator.

IX. New Policy Guidelines for Leaks & Extraordinary Water Usage. Clarification that tonight's objective is to get a policy in place and direct staff to rebill based on that policy. Then, if clients want to appeal, they can do so after staff implements the re-billing process. Motion to update Water Leak Policy #23-09WD made by Chris Mastrandrea, Second by Tevis Dooley, motion carried. Motion to adopt the Extraordinary Water Usage Policy #24-1017WD made by Chris Mastrandrea, Second by Tevis Dooley, motion carried. Staff are to use this policy for billing and then ratepayers are welcome to appeal from that point.

X. Survey Results of Cell Tower in Forest-Watershed - Awaiting confirmation from ODF that the Forest Legacy Program allows cell tower in the forest before the Board moves forward with considering the topic. If a cell tower is allowed by ODF, Board members will be asked to identify the specific questions that need to be answered in order for them to make a decision.

XI. Letter of support for NCLC Grant proposal. Discussion by Board with some edits; Motion by Bob Cerelli to authorize Chair to incorporate Board member edits, sign and send before October 25 deadline; Second by Sam Garrison; Motion Carried.

XII. Reports:

Staff Report: None at this time.

Project Updates:

Board Reports: Bob update about ventilation system at the Water Plant to draw out chlorine from the floor; Tevis asked for feedback on sign information he handed out regarding wording, size of sign, etc.; Sam would like to continue to research/discuss water sales;

November Agenda: Appeals, Cell Tower Update,

Public Comments: None

Motion made by Bob Cerelli to adjourn, second by Chris Mastrandrea, meeting adjourned at 7:06 pm.

Respectfully submitted,

Attest:

Teri Fladstol, Secretary

W.E. Campbell, A.A.

Teri Fladstol, Secretary

Bill Campbell, Chair