

# ARCH CAPE SANITARY DISTRICT MINUTES

17 July 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)

Public: David Stockton  
Jeannie Stockton

Staff: Phil Chick, District Manager  
Steve Hill

Ms. Darr Tindall called the meeting to order at 7:23 pm.

**Public Comment:** None.

**Agenda:** Remove Treasurer's report. Mr. Campbell moved acceptance of the agenda as amended which was seconded by Mr. Anderson. All in favor. Motion carried.

## **Election of Officers – FY 2020-21:**

**President:** Mr. Bill Campbell nominated Ms. Darr Tindall as President which was seconded by Mr. Carl Matson. All in favor. Ms. Tindall was elected as President.

**Vice-President:** Mr. Bill Campbell nominated Ms. Debra Birkby as Vice-President which was seconded by Mr. Carl Matson. All in favor. Ms. Birkby was elected as Vice-President.

**Treasurer:** Mr. Carl Matson nominated Ms. Debra Birkby as Treasurer which was seconded by Mr. Chris Anderson. All in favor. Ms. Birkby was elected as Treasurer.

**Secretary:** Mr. Carl Matson nominated Mr. Steve Hill as Secretary which was seconded by Mr. Chris Anderson. All in favor. Mr. Hill was elected as Secretary.

**Consent Agenda:** Pull BVA report. Mr. Campbell moved acceptance of the consent agenda as amended which was seconded by Mr. Anderson. All in favor. Motion carried.

**Old Business:**

**July BVA Financial Report:** (Information) Mr. Campbell asked about the negative account balances shown for the GO Bond Fund. Mr. Hill explained that an insufficient amount had been collected from the prior years tax imposition to meet the automatic ACH withdrawals from our checking account to make the January \$144,600 payment to the USDA and therefore the difference came out of the general fund leaving a negative GO Bond Fund balance.

**Biosolids Processing Plan:** (Information) Mr. Chick reported that 20K gallons had been processed at Seaside and that we may be in a position to request Covid-19 funds to help meet these costs.

**DEQ Loan -- Arch Cape Forest:** (Action) Legal Counsel recommended that benefits to the district be described in support of a potential DEQ loan application. It was felt that such an application should be submitted to the DEQ without deciding on the timing. Mr. Campbell indicated that he wished in future to vote on the actual application which was developed.

Mr. Campbell moved to direct staff to work towards a possible DEQ loan and start the process which was seconded by Ms. Birkby. All in favor. Motion carried.

**Wastewater Plant / Office Access:** (Information) A boardwalk access was brought forward by Mr. Chick to the board approximately six (6) feet wide leading to the public access immediately adjacent to the treatment plant west fence. He said that it would be like the Rockaway wetlands trail and would be on special floating pilings to provide stability. Mr. Curt McLeod would be examining what his firm had provided to Estacada as a reference for our project.

The estimated cost was approximately \$60K.

Mr. Campbell brought up the question of liability for such a boardwalk which was answered by the recreational immunity provided by the SDAO.

**Covid-19 Emergency:** (Information) Mr. Hill reported that the districts receivables and excess water usage were in a similar condition as reported to the water district.

**New Business:** None.

**Reports:**

**District Managers Report and Correspondence for Action:** (attached)

**Board of Directors' Comments and Reports:** Ms. Birkby expressed her gratitude to Ms. Tindall for continuing as President. In a similar vein, Mr. Matson said that he was also thankful for Ms. Birkby's willingness to serve as Vice-President and Treasurer.

**August Agenda Items:** Plant access, and DEQ loan

**Public Comment:** Mr. David Stockton expressed his thanks to Ms. Tindall for her service.

The meeting was adjourned by Ms. Darr Tindall at 7:55 pm.

Respectfully submitted,

*Jim Hill*  
Steve Hill

Attest *Debra Birkby*  
Ms. Darr Tindall, President  
*for Debra Birkby, V.P.*

## Manager Report July 17, 2020

### Sanitary District

We received 6.5” of rain in June. The wastewater plant received 3.3 Million gallons of influent.

There has been a noticeable increase in property development inquiries lately. The future connection outlook is looking favorable for near term.

The Ford Dump truck is back in service after repairs. Staff will be towing the tractor to the biosolids site for mowing this month.