

**ARCH CAPE SANITARY DISTRICT
BOARD OF DIRECTORS MEETING**
Arch Cape Fire Hall 79729 Hwy 101
Thursday August 18th, 2022
Following the 6PM Water Board Meeting
To Join Meeting by Video Link:
<https://us02web.zoom.us/j/82450898403>
Join by Telephone:
Meeting ID: 824 5089 8403

| | |
|---|----------------------------------|
| I. Call to Order | Darr Tindall, President |
| II. Public Comments | Darr |
| III. Agenda Approval | Darr |
| IV. Consent Agenda (Action) | Darr |
| A. Approve Minutes – July 21st Regular Meeting | |
| B. Accept July Budget and Finance Reports | |
| C. Authorize Payment of Accounts | |
| D. Accept Correspondence Requiring No Action | |
| V. Old Business | |
| A. Officer Elections: Treasurer (Action) | Darr |
| B. Wastewater Facilities Plan (Information) | Darr |
| VI. New Business | |
| A. | |
| VII. Reports (Information) | |
| A. Accounts Receivable Report | Teri Fladstol, Jigsaw Consulting |
| B. District Manager’s Report and Correspondence for Action | Phil Chick |
| C. Board Members’ Comments and Reports | TBD |
| VIII. September Agenda Items (Information) | TBD |
| IX. Public Comments | TBD |
| XI. Adjourn | TBD |

ARCH CAPE SANITARY DISTRICT
Profit & Loss
July 2022

| | <u>Jul 22</u> |
|--------------------------------|-------------------------|
| Ordinary Income/Expense | |
| Income | |
| Excess | 307.27 |
| Debt Service | 2,218.00 |
| User Fees | 15,710.88 |
| | <hr/> |
| Total Income | 18,236.15 |
| | <hr/> |
| Gross Profit | 18,236.15 |
| Expense | |
| Freight | 19.52 |
| Chemicals | 921.88 |
| Dues - Taxes - Fees | 8.25 |
| Insur | |
| Liab | 2,228.00 |
| | <hr/> |
| Total Insur | 2,228.00 |
| Maint | 304.24 |
| Util | 3,458.34 |
| | <hr/> |
| Total Expense | 6,940.23 |
| | <hr/> |
| Net Ordinary Income | 11,295.92 |
| | <hr/> |
| Net Income | <u>11,295.92</u> |

ARCH CAPE SANITARY DISTRICT

Check Detail

June 2022

| Type | Num | Date | Name | Account | Paid Amount |
|-------|------|------------|-------------------------|---------------------|-------------|
| Check | | 06/30/2022 | | Sanitary Distri | |
| | | | | Service Charge | -5.00 |
| TOTAL | | | | | -5.00 |
| Check | EFT | 06/13/2022 | Safeway | Sanitary Distri | |
| | | | | Maint | -15.90 |
| TOTAL | | | | | -15.90 |
| Check | EFT | 06/22/2022 | Microsoft | Sanitary Distri | |
| | | | | Dues - Taxes - Fees | -8.25 |
| TOTAL | | | | | -8.25 |
| Check | EFT | 06/22/2022 | Ace Hardware - Seaside | Sanitary Distri | |
| | | | | Maint | -16.99 |
| TOTAL | | | | | -16.99 |
| Check | EFT | 06/23/2022 | Google | Sanitary Distri | |
| | | | | Maint | -1.99 |
| TOTAL | | | | | -1.99 |
| Check | EFT | 06/28/2022 | Spectrum Business | Sanitary Distri | |
| | | | | Util | -523.81 |
| TOTAL | | | | | -523.81 |
| Check | 8555 | 06/09/2022 | EO Media Group | Sanitary Distri | |
| | | | | Legal Notices | -37.80 |
| TOTAL | | | | | -37.80 |
| Check | 8556 | 06/09/2022 | USA BlueBook | Sanitary Distri | |
| | | | | Maint | -154.50 |
| | | | | Freight | -15.57 |
| TOTAL | | | | | -170.07 |
| Check | 8557 | 06/09/2022 | NAPA Auto Parts | Sanitary Distri | |
| | | | | Maint | -161.49 |
| TOTAL | | | | | -161.49 |
| Check | 8558 | 06/09/2022 | Recology Western Oregon | Sanitary Distri | |
| | | | | Util | -55.78 |
| TOTAL | | | | | -55.78 |

ARCH CAPE SANITARY DISTRICT

Check Detail

June 2022

| Type | Num | Date | Name | Account | Paid Amount |
|-------|------|------------|-------------------------------|------------------------|-------------|
| Check | 8559 | 06/09/2022 | Clatsop County Lawn & Trac... | Sanitary Distri | |
| | | | | Maint | -1,620.91 |
| TOTAL | | | | | -1,620.91 |
| Check | 8560 | 06/09/2022 | Pacific Power | Sanitary Distri | |
| | | | | Util | -41.64 |
| | | | | Util | -312.55 |
| | | | | Util | -54.17 |
| | | | | Util | -97.71 |
| | | | | Util | -151.24 |
| | | | | Util | -2,358.73 |
| TOTAL | | | | | -3,016.04 |
| Check | 8561 | 06/16/2022 | EO Media Group | Sanitary Distri | |
| TOTAL | | | | | 0.00 |
| Check | 8562 | 06/16/2022 | Arch Cape Domestic Water | Sanitary Distri | |
| TOTAL | | | | | 0.00 |
| Check | 8563 | 06/16/2022 | Arch Cape Domestic Water | Sanitary Distri | |
| TOTAL | | | | | 0.00 |
| Check | 8564 | 06/16/2022 | Accuity, LLC | Sanitary Distri | |
| | | | | Audit | -9,000.00 |
| TOTAL | | | | | -9,000.00 |
| Check | 8565 | 06/16/2022 | Curran-McLeod | Sanitary Distri | |
| | | | | Transfer to Const Fund | -640.00 |
| TOTAL | | | | | -640.00 |
| Check | 8566 | 06/16/2022 | CTC Waterworks | Sanitary Distri | |
| | | | | Maint | -218.04 |
| TOTAL | | | | | -218.04 |
| Check | 8569 | 06/16/2022 | EO Media Group | Sanitary Distri | |
| | | | | Legal Notices | -236.25 |
| TOTAL | | | | | -236.25 |
| Check | 8570 | 06/27/2022 | Quality Control Services | Sanitary Distri | |
| | | | | Maint | -269.25 |
| TOTAL | | | | | -269.25 |

ARCH CAPE SANITARY DISTRICT
Check Detail
 June 2022

| Type | Num | Date | Name | Account | Paid Amount |
|-------|------|------------|-------------------------------|---------------------|-------------|
| Check | 8571 | 06/27/2022 | Inland Environmental Resou... | Sanitary Distri | |
| | | | | Chemicals | -590.00 |
| TOTAL | | | | | -590.00 |
| Check | 8572 | 06/30/2022 | Arch Cape Domestic Water | Sanitary Distri | |
| | | | | Admin Asst | -3,024.00 |
| | | | | Dues - Taxes - Fees | -124.15 |
| | | | | Health Insuranc | -1,462.12 |
| | | | | Maint | -45.52 |
| | | | | Comp FICA | -726.11 |
| | | | | Gross | -4,581.76 |
| | | | | Postage | -164.16 |
| | | | | Vehicle | -184.94 |
| TOTAL | | | | | -10,312.76 |

Manager Report August 18th, 2022

WATER DISTRICT:

The Water plant distributed 2.2 million gallons to town in August.

Lead and Copper samples will be taken and sent to the lab this month. We are required to sample 5 homes from the District every 3 years. Homes with older piping are more susceptible to having issues with lead and copper. Historically, the District has not had a problem with the presence of lead and copper in the distribution system. If anyone would like to have there water sampled, please contact the District office before August 22nd and we will add it to the list.

Westech has completed the log removal programming on the new membranes, completing the membrane install project. Log Removal Value is a new regulatory requirement, and is a calculation which measures the ability of the membranes to effectively remove viruses and pathogens in the treatment process.

The Shark Creek Intake is scheduled to have sediment removed in early September.

The water line on Pacific Ave. was attached to the new pedestrian bridge over Asbury Creek. It was installed at a higher height than on the old bridge to give some extra room for floating debris to pass underneath it during heavy storm flows. Paving was done earlier this month and the project is now complete, aside from some vegetation plantings that the County Public Works Dept will put in at a later date.

Two new water service connections were made this month on Raven Hill Ln.

MONTHLY LOG : ARCH CAPE WATER & SANITARY DISTRICTS

| | | July | 2022 |
|------------------|--------|--------|--------|
| Total Hours | 336.00 | 153.25 | 182.75 |
| Percentage Split | | 46% | 54% |
| Total Accounts | 641 | 295 | 346 |
| Percentage Split | | 46% | 54% |

SANITARY DISTRICT:

We received 7.5” of rainfall in June and the plant received 4.6 million gallons of influent.

Biosolids have been hauled and land applied at the biosolids site. The drying beds have been filled and we will do this process again in late September.

Vinson Brothers Construction mowed the biosolids site and brush cut the road shoulders leading to the property, which had become too overgrown for manual removal. They also work in Astoria’s Bear Creek watershed, and did an excellent job.

Flygt was here to do annual preventative maintenance work and inspections on our pumps at the Sally’s Alley and Webb lift stations, as well as the treatment plant. Overall things looked good, but one of the pumps at Webb is going to need replacement or repair at some point. Since we are planning to upgrade the lift station in the next year or so, Flygt suggested that we keep the pump in service and continue to run it until the station is replaced with new equipment. The Anoxic mixer is also recommended to be repaired or replaced in the future due to seal leakage starting to occur. We have a replacement in the shop and are coordinating on an install date this fall.

Two new sanitary service connections were made this month on Raven Hill Ln.