

ARCH CAPE SANITARY DISTRICT MINUTES

18 November 2021

A ZOOM video teleconference broadcast was held in light of the COVID-19 pandemic. A quorum was present.

Sanitary Board: Darr Tindall, President
Chris Anderson
Jay Blake

Excused Absent: Debra Birkby, Vice-President & Treasurer

Water Board: Dan Seifer (non-voting)

Public: Charlotte Blakesley, Arch Cape Forest Advisory Committee Member

Staff: Phil Chick, District Manager

Excused Absent: Steve Hill

Ms. Darr Tindall called the meeting to order at 7:10 pm, and indicated that we were remote due to Covid. For video teleconference assistance they could reach Mr. Phil Chick at 503-739-2348.

Ms. Tindall asked those in attendance if we could wait just a bit longer for additional attendees and the presence of a quorum which was acceded to. She further asked if it was possible this weekend to get into the forest to take some drone photographs. Mr. Chick said that while this weekend was not possible that perhaps in the middle of next week might work out. It was then suggested that a drone liftoff from the beach in Arch Cape rising over the Pacific Ocean and then flying east in the proposed Arch Cape Forest would be particularly effective.

Ms. Tindall proceeded to take the roll.

Public Comment: None.

Agenda: Add RES 21-06 SD 2021-22 Budget Amendment. Mr. Blake moved acceptance of the agenda as amended which was seconded by Ms. Anderson. All in favor. Motion carried.

Consent Agenda: Mr. Anderson moved acceptance of the consent agenda which was seconded by Mr. Blake. All in favor. Motion carried.

Old Business:

Webb Lift Station: (Information) Mr. Chick announced that he will be working on a FEMA BRIC Grant request for the Webb Lift Station project but that it was very competitive and a long process of approximately eighteen (18) months. The grant request will be based on mitigation for flooding and climate change and would cover the building and generator. He will provide updates to the board.

Mr. Blake indicated that many successful grant proposals in the past had reached the stage of being “shovel ready” and therefore capable of immediately being capable of using the proposed funding.

Covid-19 Emergency: (Information) There was a general consensus that at present, virtual meetings would continue versus meeting in person in the fire hall

Wastewater Facilities Plan Update: (Information) Mr. Chick said that Curran-McLeod (CMI) would be finishing the update in six (6) months. The district was awarded a technical assistance grant to cover this effort. Areas of plan update include bio-solids handling, Inflow and Infiltration (I & I), and Webb Lift Station upgrade. He commented that it was helpful to have had Curt McLeod recently on site.

Long Range Financial Plan (LRFP): (Information) The discussion was in concert with that held in the previous water district meeting. Mr. Chick said that he would give further consideration to future capital needs and that he had a virtual meeting planned with Ms. Kathleen Smith of RDH Consulting and Mr. Steve Hill on her providing long range planning support to the district.

Ford F-450 Truck Repair – RES 21-06 SD 2021-22 Budget Amendment: (Action) Mr. Chick said that a Mr. Rick Scovell, well regarded in Tillamook county for vehicle repair, suggested that the district use 24/7 Truck and Auto Service in Tillamook for the F-450 engine overhaul. The estimates came in as follows:

24/7 Truck & Auto	\$16,911 (new engine of a version not repeating the shortfalls of our current engine)
Astoria Ford	\$19,068 (re-manufactured engine)
Tillamook Diesel	@\$30K

Mr. Chick said that we have expended \$237 for diagnostics and that towing from Astoria Ford to 24/7 Auto Repair would run about \$250 should the board wish to award the job to the lowest bidder.

Mr. Blake moved adoption of Resolution 21-06 SD 2021-22 Budget Amendment which was seconded by Mr. Anderson. All in favor. Motion carried.

Mr. Blake moved to authorize Mr. Chick to move the Ford F-450 truck to 24/7 Auto Repair and have them install a new engine which was seconded by Mr. Anderson. All in favor. Motion carried.

Board Vacancy : Position 5: (Information) Mr. Blake said that he mentioned the open position to Ms. Lauren Ahlgren, recently on the water board, that Position 5 for our district was open for a two year term.

New Business:

Administrative Assistant Proposals: (Information) The discussion covered the same points brought out in the water district meeting with the same recommendation that applications be extended to December 8th, and that we seek proposals for a potentially reduced set of tasks while also giving potential job seekers some indication of what the districts compensation would be for the successful applicant.

Mr. Blake said he likes flexibility in RFP's.

Reports:

District Managers Report and Correspondence for Action: (attached)

Board of Directors' Comments and Reports: Mr. Blake extended his apology for being unavoidably late to the meeting.

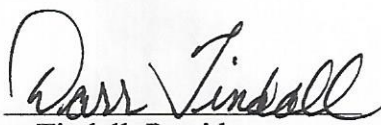
December Agenda Items: Webb Lift Station, Ford truck repair update, Position 5, & Mr. Hill's replacement.

Public Comment: None.

The meeting was adjourned by Ms. Darr Tindall at 7:38 pm.

Respectfully submitted,


Steve Hill

Attest 
Ms. Darr Tindall, President

ARCH CAPE SANITARY DISTRICT

RESOLUTION 21-06 SD

A RESOLUTION TO AMEND the 2021-2022 Fiscal Year Budget

BE IT RESOLVED that the Arch Cape Sanitary District hereby amends the 2021-22 Budget as follows:

Transfer appropriations from Contingency in the amount of \$19,000.00 to Materials & Services in anticipation of the Ford F450 dump truck engine replacement.

Dated this 18th day of November 2021.



Darr Tindall, President

Attest



Steve Hill, Secretary

Manager Report November 18th, 2021

SANITARY DISTRICT:

We received 13.3” of rainfall in October and the plant received 4.5 million gallons of influent.

The stand and TV have been installed in the Fire Hall meeting room. I will be getting together with Chief Reckmann to receive instructions on how it all works.

This Fall has stormed in fiercely so far. Several power outages and various emergency responses in the past few weeks have kept staff in ‘go-mode,’ including the big storm on October 25th when a power pole snapped in half at the end of Shingle Mill Lane at 5 am. A special thank you to our plant operator, Matt Gardner, for his assistance before, during, and after these recent events to help us keep things running.

We experienced a sewer overflow on November 12th , receiving nearly 5.5” of rainfall in 30 hours. Oregon DEQ was notified

Internet and phone were down at the office on 11/10 and 11/12. Internet will not fully be restored until Tuesday when our I.T. tech returns to town and can reconfigure our system.