

ARCH CAPE DOMESTIC WATER SUPPLY DISTRICT MINUTES

15 March 2019

A quorum was present.

Water Board: Ron Schiffman, President
 Virginia Birkby
 Linda Murray

Excused Absent: Debra Birkby, Vice-President & Treasurer
 Dan Seifer

Sanitary Board: Darr Tindall (non-voting)
 Casey Short (non-voting)

Public: Mary Olson, Community Forest Outreach Coordinator
 Gage Olson, Community Forest Outreach Coordinator Assistant
 David & Jeannie Stockton

Staff: Phil Chick, District Manager
 Steve Hill, Secretary

Mr. Ron Schiffman opened the meeting at 6:00pm.

Public Comments: None.

Agenda: Ms. Virginia Birkby moved acceptance of the agenda which was seconded by Ms. Murray. All in favor. Motion carried.

Consent Agenda: Ms. Virginia Birkby moved acceptance of the agenda which was seconded by Ms. Murray. All in favor. Motion carried.

Old Business:

Watershed Update:

North Coast Land Conservancy (NCLC) Memorandum of Understanding (MOU):
(Information) Mr. Chick indicated that NCLC should be returning a signed MOU after their board has had a chance to meet.

Source Water Protection Grant – HP 19G: (Information) EFM has conducted some flagging in the construction areas. Schwabe is drafting an option agreement to present to EFM. We will need an appraisal before a price can be set and timing is important as they tend to go stale quickly.

We have requested a \$30K Drinking Water Source Protection Grant with the Oregon Health Authority for project planning and technical assistance and for forestry diligence work related to the Arch Cape Forest project

Outreach Coordinator Report: (Information) Ms. Mary Olson said that she had been active in her outreach efforts recently by phone and that a banner had not been completed as yet. There are twelve (12) individuals presently registered for the (attached) Saturday March 16th presentation. A scotch broom work party is organized for Saturday April 6th.

Natural Hazard Mitigation Plan (NHMP): (Information) The next meeting with Clatsop County is scheduled in the first week of April and Mr. Schiffman indicated that an asset plan had been completed.

Proposed T-Mobile Cell Tower at Water Treatment Plant: (Information) We are waiting on word from T Mobile in response to their reviewing another easement which has been brought to their attention, related to the access of the Water treatment Plant. Mr. Mike Manzulli wishes to have a meeting with Mr. Schiffman and Mr. Chick next week regarding easement access.

Mr. Chick said that the irrigation site was considered by Centerline Solutions to have too low a profile for an effective cell phone tower.

Performance Evaluations: (Information) While Mr. Chick was able to present his evaluation for Mr. Matt Gardner, the meeting taking place earlier this afternoon ran out of time and will be resumed on Saturday May 3rd at 6:00pm following the budget meeting.

Budget Committee Appointments: (Action) Ms. Virginia Birkby moved the appointment of Ms. Cathy D’Onofrio and Mr. Carl Matson to serve on the Budget Committee (attached) for terms to run from 2019 through 2022 which was seconded by Ms. Murray. All in favor. Motion carried. Mr. Chick to provide notification.

Board Position Filings: (Information) Mr. Schiffman has filed while Ms. Murray has not. Mr. Hill said he would make any filings at the clerks office in Astoria for those wishing him to do so on their behalf.

Billing Appeal Request Form Draft: (Information) The draft provided by Mr. Dan Seifer (attached) moved as an agenda item to next month with a request to provide the existing form (attached) for comparison.

New Business: None.

Reports:

Accounts Receivable: Water district receivables were reported to be in good condition.

District Managers Report: (attached) Correspondence was received from Mr. Dan Seifer advising a representative from the district to be a part of the current Clatsop County budget process and make an appeal for support in the amount of \$100K of our community forest acquisition effort. The Board agreed that Mr. Seifer would be asked to attend with Ms. Mary Olson if her schedule permits. Mr. Ron Schiffman would attend as Mr Seifer's alternate if he could not attend the meeting.

Support for this effort was expressed in the general discussion which ensued. It was pointed out that it was best to get your request recognized as a potential line item as early as possible in the budget cycle process and that it was not uncommon to not receive a favorable response upon first application but be in a stronger position when re-application is made in subsequent years.

Mr. Chick reports water flows as being a bit low now and that we could use more rain this month and in April.

Treasurer's Report: None.

Board of Directors' Comments and Reports: None.

April Agenda Items: (Information) Billing appeal form, board election filings, T-Mobile cell tower, NHMP, and potential resolution drafts.

Public Comment: Ms. Jeannie Stockton suggested eliminating the 'other' option on the billing appeal form and replacing it with a payment plan line item in its place. Mr. Hill will forward a Word document to Ms. Stockton for her input.

The meeting was adjourned by Mr. Ron Schiffman at 6:44pm.

Respectfully submitted,



Steve Hill

Attest



Mr. Ron Schiffman, President



FOREST NEWS

MARCH 2019

POINTS OF INTEREST

- ACQUISITION
PLAN
PRESENTATION
- SCOTCH BROOM
CONTROL

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REGISTER FOR THE
PRESENTATION

PRESENTATION MARCH 16

PLEASE REGISTER via email archcapeforest@gmail.com

Please join us Saturday, March 16 from 11am-12pm at the new Arch Cape Fire station located at 79729 Highway 101 Arch Cape. We will be giving a status update on our progress toward the proposed community forest acquisition and there will be plenty of time for questions. We will have an overview of the grant funding sources applied for to-date, as well as a discussion of gap financing. We will review the progress of the project and planned future activities, such as a tour. Register and see

2019 Arch Cape Domestic Water Supply District Budget Committee		
Board	Community	Term
1. Debra Birkby		
2. Virginia Birkby		
3. Ron Schiffman		
4. Dan Seifer		
5. Linda Murray		
	1. Heather Newman	2018-2021
	2. Richard D'Onofrio	2017-2020
	3. Chris Anderson	2018-2021
	4. Catherine D'Onofrio	2019-2022
	5. Carl Matson	2019-2022

2019 Arch Cape Sanitary District Budget Committee		
Board	Community	Term
1. Debra Birkby		
2. Virginia Birkby		
3. Ron Schiffman		
4. Casey Short		
5. Darr Tindall		
	1. Richard D'Onofrio	2017-2020
	2. Catherine D'Onofrio	2019-2022
	3. Heather Newman	2018-2021
	4. Chris Anderson	2018-2021
	5. Carl Matson	2019-2022

Manager Report March 2019

WATER:

The Water Plant distributed 502,000 gallons to town in the month of February. For comparison, this is approximately the volume of our water reservoir tank. February is typically the lowest water usage of the year.

Valve Exercising has been completed in the water distribution system

Global Pure Water, the company that designed our emergency water filtration equipment, is going out of business. Supplies and portable units are available at half price for a limited time. I am planning on purchasing a stock supply of filters while supplies last and the cost is low, and am trying to verify if alternative ceramic filters available from other suppliers are interchangeable with the Global Pure Unit.

MONTHLY LOG : ARCH CAPE WATER & SANITARY DISTRICTS

February 2019

Total Hours	320.00	141.50	178.50
Percentage Split		44%	56%
Total Accounts	633	291	342
Percentage Split		46%	54%