

ARCH CAPE SANITARY DISTRICT MINUTES

16 March 2018

A quorum was present.

Sanitary Board: Ron Schiffman, President
Virginia Birkby, Vice-President
Debra Birkby, Treasurer
Darr Tindall
Casey Short

Water Board: Dan Seifer (non-voting)
Linda Murray (non-voting)

Public: David and Jeannie Stockton

Staff: Phil Chick, District Manager
Steve Hill, Secretary

Mr. Ron Schiffman called the meeting to order at 7:05 pm.

Public Comment: None.

Agenda: Ms. Tindall moved acceptance of the agenda which was seconded by Mr. Short. All in favor. Motion carried.

Consent Agenda: Pull minutes. Mr. Short moved acceptance of the consent agenda as amended which was seconded by Ms. Tindall. All in favor. Motion carried.

Old Business:

Truck Purchase – Intergovernmental Agreement (IGA) Amendment: (Action) Mr. Short moved adoption of the Truck Purchase IGA amendment (attached) with elimination of that portion reflecting a dollar sign and underline which was seconded by Ms. Tindall. All in favor. Motion carried.

Auditor Search: (Information) As discussed in the Water District meeting. There was a general consensus for Requests for Proposals to be sent out by Mr. Hill to include Dennis Conner CPA, Bill Cote CPA, and Mistie Hesse CPA with an expected response by early May.

Property Insurance Report: (Information) Mr. Steve Silva from WHA Insurance is scheduled to meet with Mr. Chick on April 12th for a walk through of district property and to provide revised quotes for coverage at different deductible levels to include a \$1K deductible. Inclusion of the collection system for earthquake coverage which is currently not listed on the district policy will be made. Mr.

Chick said that the district had but one claim against the existing policy for storm damage from fallen trees on a building roof.

Budget Committee Appointments: (Action) Ms. Tindall moved appointment of budget committee members as shown below which was seconded by Ms. Debra Birkby. All in favor. Motion carried.

2018 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	2015-2018
	3. Heather Newman	2018-2021
	4. Chris Anderson	2018-2021
OPEN POSITION	5.	2018-2020

February 16th Minutes: (Action) Ms. Debra Birkby moved acceptance of the February 16th minutes without the WHA Insurance attachment which was seconded by Ms. Tindall. All in favor. Motion carried.

New Business:

Community Forest Program Appropriations Support Letter: (Information) Mr. Chick reported the receipt of a petition letter from the Trust for Public Land for congress to appropriate \$5M to the Community Forest Program in fiscal year 2019. He indicated that these funds could in future potentially benefit our community forest project.

Ms. Debra Birkby moved to have the District Manager digitally accept the Community Forest Program Appropriations Support Letter (attached) which was seconded by Ms. Tindall. All in favor. Motion carried.

Public Records Policy Revision: (Information) Revisions of the policy undertaken by Mr. Seifer and Mr. Schiffman would be taken up at the next meeting.

80496 Carnahan Excess Charges: (Information) An appeal of the excess charges resulting from a water loss experienced by the Hargreaves (attached) was reviewed. Clear and convincing evidence was given that the water lost did not go through the districts collection system for treatment from testimony given by the District Manager Mr. Chick that the water involved went directly to the ocean.

Mr. Short moved that all excess usage charges for September be waived for the Hargreaves which was seconded by Ms. Tindall. All in favor. Motion carried.

Mr. Chick was directed to communicate the action taken by the board to the Hargreaves.

Reports:

Accounts Receivable: Mr. Hill reported that a deed filing had still not taken place for the abandoned property subject to the sheriff's sale in August and therefore ownership was still unknown. He will continue to monitor this property. Otherwise the accounts were in good condition.

District Manager's Report: (attached) Mr. Chick said that we had experienced a mild winter this year and that a few steelhead had been seen in Arch Cape Creek recently. Irrigation site preparations were under way and he expected that it would begin to be used next week. Additionally he reported that a molting juvenile elephant seal had been observed on the beach in Arch Cape recently. He followed up on the report given at the Water Board meeting regarding Oregon DEQ's Clean Water State Revolving Loan Fund "sponsorship program" tailored toward non-point source pollution projects. Under this program, the Arch Cape Sanitary District (ACSD) could borrow funds for a capital project at a (1%) percent rate. The Water District could in turn procure funds at one (1%) percent for it's land acquisition project. They would be two separate loans and there would be no minimum amount that the ACSD would need to borrow to meet these loan requirements. The reviewing period for CWSRLF loans are in April, August and December. Mr. Bayham has offered to come to the district to discuss this potential funding source.

Treasurer's Report: None.

Board Comments: None.

April Agenda Items: DEQ revolving fund update, public records policy revision, auditor search update, property insurance and truck purchase.

Public Comment: None.

The meeting was adjourned by Mr. Ron Schiffman at 7:35 pm.

Respectfully submitted,


Steve Hill

Attest 
Mr. Ron Schiffman, President

AMENDMENT TO INTERGOVERNMENTAL AGREEMENT

That Agreement dated June 13, 2014 between Arch Cape Sanitary District (ACSD) and Arch Cape Domestic Water Supply District, (ACDWSD) attached hereto as Attachment A, is amended this ____ day of _____, 2018 to provide as follows for purchase and use of a new truck.

WHEREAS, ACDWSD, provides the employees and equipment for maintaining and administering the ACSD, and

WHEREAS, the ACDWSD needs a new truck, and ACSD desires to contribute to the cost of the truck, as it will allow staff to better service and maintain the ACSD's system.

NOW, THEREFORE, in consideration of the mutual obligations and benefits herein set forth, the parties hereto agree to amend their Agreement as follows:

1. Contribution to Funds for Truck. ACSD will contribute \$ _____ to the cost of purchasing a truck, said contribution calculated by the prior three year average (58%) determined by the provisions of the Intergovernmental Agreement between the Districts. The truck will be purchased, insured, and owned by ACDWSD, but used for the benefit of both Districts according to the terms of the existing Intergovernmental Agreement between the Districts.

ARCH CAPE SANITARY DISTRICT

ARCH CAPE DOMESTIC WATER SUPPLY
DISTRICT

By:

By:

March ##, 2018

The Honorable Ken Calvert
Chairman
House Interior, Environment, and Related Agencies
Appropriations Committee

The Honorable Lisa Murkowski
Chairman
Senate Interior, Environment, and Related Agencies
Appropriations Committee

The Honorable Betty McCollum
Ranking Member
House Interior, Environment, and Related Agencies
Appropriations Committee

The Honorable Tom Udall
Ranking Member
Senate Interior, Environment, and Related Agencies
Appropriations Committee

Dear Chairs and Ranking Members:

As representatives of a broad coalition of conservation and forestry organizations and municipal agencies, we are writing to express our strong support for the U.S. Forest Service's Community Forest and Open Space Conservation Program (CFP). Since its first grant round in FY 2012, CFP has supported more than 40 community forest projects across 19 states and territories. However, demand for CFP funding far outstrips its availability, so we urge you to build upon the program's impressive achievements by including \$5 million for the program in the Fiscal Year 2019 Interior, Environment, and Related Agencies Appropriations bill.

The Community Forest and Open Space Conservation Program is an innovative tool to advance the important goals of supporting local economies, increasing opportunities for Americans to connect with forests in their own communities, and fostering new public-private partnerships. We believe that these connections are vital to communities' livability and economic well-being. Since Fiscal Year 2012, CFP has assisted local communities to secure forests for public recreation, sustainable forestry, and wildlife habitat and water quality preservation.

As you know, CFP provides matching funds to help local government entities, Native American tribes, and non-profit organizations purchase forestlands threatened with development for local ownership and management as community forests. The program directly addresses the urgent need to prevent the widespread conversion of private forests to non-forest uses. This threat was highlighted in the U.S. Forest Service report *Private Forests, Public Benefits*, which projected that 57 million acres of America's private forests could experience a substantial increase in housing density by 2030.

In its brief history, CFP has made substantial progress in preserving forests by combining federal and non-federal resources. Indeed, through the latest round of CFP grants, project partners leveraged \$17.8 million in federal funds to secure \$19.9 million in non-federal funding. As a result of these partnerships, nearly 14,000 acres of private forestlands have been or soon will be acquired to create new or expand existing community forests. The federal investment has been crucial to securing these critical local assets, which might never have been protected for the public's benefit without a CFP grant award.

Given the strong interest in the Community Forest and Open Space Conservation Program and its impressive successes over the past six years, we urge you to sustain the program's growing momentum by providing greater funding to meet demand. **A \$5 million investment in the Community Forest Program as part of the FY 2019 Interior, Environment, and Related Agencies Appropriations bill will allow the program to benefit even more communities across the nation.**

Thank you for your consideration of this request, and we hope you will give it the highest possible consideration.

Sincerely,

APPEAL REQUEST FORM
Arch Cape Water and Sanitary Districts
32065 East Shingle Mill Lane
Arch Cape, OR 97102
503-436-2790

NOTE: Dwelling Leak, Irrigation Leak, and Billing Appeal Policies for the Water and Sanitary Districts may be found at archcape.com

Name: Craig and Kim Haugreaves
Mailing Address: 7619 SE 17th Street
Property Address: 80496 Carnahan Rd.
Contact Info (phone/email) 3607723634 or khaugre192@
acel.com
Date(s) of charge you are appealing: Q4 2017 September

Please describe in detail the reason for your appeal:

Please see attach letter
and pictures

REMINDER: Attach Supporting Documents (plumbing repair receipts, etc.)

Signature: Kim Haugreaves Date: 3/18/18

Fwd: FW: Appeal 80696 Carnahan Road

1 message

Phil Chick <philchickacutil@gmail.com> Tue, Mar 13, 2018 at 9:34 PM
To: Ron Schiffman <ronschiffmanacutil@gmail.com>, Virginia Birkby <virginiabirkbyacutil@gmail.com>, Darr Tindall <darrtindallacutil@gmail.com>, Casey Short <caseyshortacutil@gmail.com>, Debra Birkby <debrabirkbyacutil@gmail.com>, Steve Hill <stevehillacutil@gmail.com>

Please see the thread from Craig and Kim Hargreaves regarding their excess sewer charges for their home in Carnahan Estates. This is an agenda topic for Fri, and I've just received this accompanying documentation from the Hargreaves'. If you have any questions regarding this please contact me individually. Thank you,,,, Phil

----- Forwarded message -----

From: **Kim Hargreaves** <KHargreaves@sunlightsupply.com>
Date: Tue, Mar 13, 2018 at 1:58 PM
Subject: FW: Appeal 80696 Carnahan Road
To: "philchickacutil@gmail.com" <philchickacutil@gmail.com>

Dear Phil Chick and Steve Hill,

Craig and Kim Hargreaves owners of the home located at 80496 Carnahan Road, Arch Cape OR. Contacting you regarding the events surrounding the large outstanding sewer bill from Arch Cape Sanitary District.

Last fall, we had engaged the Steve Winters Plumbing Company, Seaside Oregon, to update and modernize the irrigation system at our home. Subsequent to this some days later I received a call from Tom the water meter reader indicating that he had shut the water off to our home due to a significant use of water and the water meter running wide out. As it happened, I was on my way down there for a fishing trip the next morning. Upon arrival, I would discover no water running or flooding within the home or the crawl space. I used the T Bar handle and turned the water back on and indeed the water and meter was running wide out. The dilemma was we could not discern where the water was going as nothing was on in the house and the water didn't appear anywhere we could identify.

After a bit of further investigation, we figured it out. The "green" colored handle in the irrigation box located between the domestic meter box and the home was turned into the horizontal position allowing the water to flow by the inadvertent actions of a Steve Winters Plumbing employee. Please see the attached pictures. We finally located the place where the water day lighted, as indicated by the green pruners on the stairs. The thick shrubs and brush had been concealing its location. In effect, 100% of this water in question came out of this location within the shrubs and bushes and none of it went down any drain, shower, sink etc. which would have led to the Arch Cape Sanitary District.

As a result, we are respectfully requesting the alleviation of all charges during this timeframe. If you have any questions I can be reached at [360-772-3634](tel:360-772-3634).

Thank you

Craig Hargreaves

Kim E Hargreaves
Executive Vice President
Sunlight Supply Inc.

khargreaves@sunlightsupply.com

-----Original Message-----

From: K Hargreaves [mailto:khargre192@aol.com]
Sent: Tuesday, March 13, 2018 12:05 PM
To: Kim Hargreaves <KHargreaves@sunlightsupply.com>
Subject:

This message and any attachments are intended for the use of the addressee and may contain information that is privileged and confidential. If the reader of the message is not the intended recipient or an authorized representative of the intended recipient, you are hereby notified that any dissemination of this communication is strictly prohibited. If you have received this communication in error, notify the sender immediately by return email and delete the message and any attachments from your system.

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Phil Chick
District Manager
Arch Cape Water and Sanitary Districts
32065 East Shingle Mill Ln.
Arch Cape, OR 97102
503-436-2790

11 attachments



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Manager Report March 16, 2018

SANITARY:

February brought 8 inches of rainfall, and the plant treated 3.6 million gallons of wastewater. We are preparing for Spring at the irrigation site, doing maintenance in preparation of switching our effluent discharge to the pond on May 1st.

Lift Station float switches have all been cleaned/inspected.

The steelhead in the creek are a little late this year, but we've begun seeing some when gathering creek samples within the past couple of weeks.

We are halfway through our trial of using Biolyneceus' solids decreasing robotic agent. We have been dosing one of our digesters with this daily, since November, with the goal of decreasing solids generation in the treatment process and the accompanying biosolids handling that is a part of that. So far no change has been noted in solids reduction. We will see how the warmer spring temperatures affect things and make a determination on whether to continue using the product.