

**ARCH CAPE DOMESTIC WATER SUPPLY DISTRICT
BOARD OF COMMISSIONERS MEETING
MINUTES
April 21, 2022**

I. Call to Order by Dan Seifer, President at 6:00 pm

Present: Water Board: Debra Birkby, Vice President; Linda Murray, Nadia Gardner, Jay Blake,
Staff: Phil Chick, District Manager and Teri Fladstol, Secretary
Public: Darr Tindall, Chris Anderson, Heather Newman, Bill Campbell, John Merseau

II. Public Comments:

John Merseau expressed a message of support and appreciation for the thorough synopsis of the Town Hall meeting held in March and on-going work by this Board and volunteers to secure the Arch Cape Forest for this community.

III. Agenda Approval – Motion made by Linda Murray, second by Nadia Gardner; All in Favor, Motion Carried

IV. Consent Agenda Approval – Motion made by Jay Blake, second by Nadia Gardner; All in Favor, Motion Carried

V. Old Business - Arch Cape Forest:

A. ARPA Funding / Business Oregon Grant update was presented by Mr. Chick on status of the grant funding and the project management process outlined by Business Oregon. Funds have to be spent by 2026 and contracts need to be in place by December 2024. Thank you to everyone involved in these processes [funders, attorneys, grant project managers and Title Company] to get this in place. Mr. Chick also presented on the status with the Recreation Plan and the meetings with partners who are guiding us through the process, learning about the project and they have done a fantastic job on guiding us on next steps. The process will be discussed at future May Board meeting, and we will be adding the Advisory Committee back in to work with us and our partner organizations. We will reach out to those groups as we have more details. Further discussion with Ben Dair Rothfuss confirming the Advisory Committee and the public process is resumed moving forward. Dates have not been scheduled at this point.

Public Hearing was opened by Dan Seifer, President regarding the decision to purchase Arch Cape Forest. No Comment, public hearing closed and call regarding [procedure to withdraw motion and restate for] Resolution 22-01 WD: Approval of Transaction to Purchase Arch Cape Forest was made with motion by Nadia Gardner, second by Linda Murray, All in Favor, Motion Carried.

Follow up to approval of Resolution 22-01 a Motion was made by Debra Birkby, second by Linda Murray to have Mr. Seifer work with staff and Directors to process the ARPA Award Contract Project SR2228, All in Favor, Motion Carried.

B. Outreach Committee discussed the idea of holding an event this summer in celebration of the purchase of the forest. Discussion ensued regarding size, process, etcetera as well as invitations to those who have supported this project over the past five years, including our partners (Ben Dair, Ben Hayes). The video should be ready by that time as well and could be shown.

VI. New Business

A. Resolution 22-02 WD: Transfer of Contingency Funds to Materials & Services for purchase of membrane replacement. Membranes were installed in 2014, a representative of Westech in February and after a checkup, they suggested we replace them now. They are available to ship from California now. Discussion, followed by motion to accept resolution by Jay Blake, second by Linda Murray, All in Favor, Motion Carried.

B. Resolution 22-03 WD: Sole Source Membrane Purchasing of membranes from Westech, sole provider of membranes compatible with the current water treatment plant. Discussion, followed by motion to accept resolution by Nadia Gardner, Second by Jay Blake, All in Favor, Motion Carried.

VII. Reports

A. Accounts Receivable – Teri Fladstol reported, payments have been coming in and sign-ups with UB Max are working; Discussed options for payments; We have a few accounts to follow-up on after transition from QuickBooks to UBMax.

B. District Manager's Report by Phil Chick

C. Board Member Comments and Reports –

a. Jay – just a question on how SDC charges will be addressed now.

b. Nadia –Mentioned that the FAQ's are posted on the Facebook and Arch Cape Forest website pages. An independent survey is available on those sites if you would like to share with others.

Deadline is end of May (comments by Chris Anderson) and will replace with the results from that survey at that time. As we move forward, hoping to see renewable energy project options coming forward. Tsunami planning with the County is moving forward and I will keep you up to date on that.

c. Linda – no comment

d. Debra – comment first on something Chris Anderson put in the chat when we voted to purchase the Forest, "A society grows great when old people plant trees in whose shade they shall never sit." Also, we as a Board need to work on our processes to make sure that the Board decisions are accurately represented in the Community.

e. Dan – thank you to all who have worked so hard during these past 5 years to help us get to this point.

VIII. May Agenda Items – SDC Adjustments, Easement WWTP discussion, Project Manager for Forest, Planning for Budget and Schedule with Accountant/Engineer for May and June tasks to complete purchase.

IX. Public Comment – John Merseau, congratulations on owning a Forest and thank you to all who have worked to make this possible – a big responsibility, but thank you. Ben Dair, congratulations everyone, a historic event! It really has been a lot of grit and determination, big pat on the back.

X. Adjournment – motion by Debra Birkby, Second by Jay Blake, All in Favor, Motion Carried. Meeting adjourned at 6:50 pm.

Respectfully Submitted,

Teri Fladstol

Attest: Dan Seifer, President