

**ARCH CAPE DOMESTIC WATER SUPPLY DISTRICT BOARD OF
COMMISSIONERS MEETING**

Thursday September 21, 2023

Pursuant to notice posted, the regular monthly Board Meeting for the Arch Cape Domestic Water Board was held in conjunction with the Sanitary District Meeting at the Fire Hall.

In attendance: Sanitary District: Casey Short, Chair, Darr Tindall, Thomas Mattia, Steve Hill, Excused: Jay Blake; Staff: Matt Gardner, Teri Fladstol, Water District: Bill Campbell, Chair, Tevis Dooley, Chris Mastrandrea, Bob Cerelli, Sam Garrison; Public.

Water District Meeting called to order by Bill Campbell at 7:05 pm

Public Comments: None

Agenda Approval: Motion by Bob Cerelli to accept Agenda as presented, Second by Chris Mastrandrea, motion carried.

August Minutes: Motion by Bob Cerelli to accept Agenda as presented, Second by Chris Mastrandrea, motion carried.

Cannon View Park representative, Richard Gibson made a request to build an Inter-Connect, at their expense, between the CVP distribution system and the Arch Cape distribution system. Request is coming forth now because they have applied for a grant to assist with the cost of the connection. The initial grant application is a letter of intent. Richard confirmed that the funding, if awarded, would be used to pay the costs of building the interconnect. Discussion ensued – motion made with specifics to address questions brought up during the discussion. Clarification was also made that the intent of the inter-connection is to be used as an emergency water source for CVP, not an on-going connection. Conditional motion by Chris Mastrandrea, second by Bob Cerelli as follows:

Conditionally Approve Cannon View Park's request to inter-connect the CVP water distribution system to the ACWD water distribution system subject to mutual agreement on the following issues, with the agreement formalized by ACWD legal counsel and signed by both parties, and CVP being awarded funding by the State in the form of a grant or low-income loan to cover all costs. CVP will take the lead in answering the following questions and will draw upon the District's Engineer as necessary at their expense.

1. What will be the final design (per considerations outlined in the 2018 design by the District's engineer)?
2. What will constitute an "emergency"?
3. What will be the process for activating the inter-connect and for turning it off?
4. Who will maintain the inter-connect "equipment" and undertake all necessary maintenance processes, e.g., sampling and at whose cost?
5. What would be the process for billing for ACWD water and at what price?
6. What are the appropriate health and safety protections that need to be in place?
7. What, if any, are the impacts on the permitted number of hookups for the Arch Cape Water District?
8. If/how do Federal and State mandates, such as but not limited to the water line inventory, apply to the interconnect and who will be responsible for assuring compliance?
9. Other questions that emerge.

In his capacity of Board liaison with District Manager, designate Tevis to work with Matt to recommend answers to these questions. Motion Carried.

Financial and Administrative Reporting: Request by Chair to show financials and payment of accounts by Fund. Motion by Bob Cerelli to accept August Budget & Balance Sheet, Second by Chris Mastrandrea; discussion on page 58 regarding category of "notices" – Teri confirmed they are notices required for Budget Meetings. Motion by Bob Cerelli to accept August payment of accounts, Second by Tevis Dooley; motion carried.

Sam Garrison reported on the meeting with Staff to balance checking accounts (1st Security & review LGIP) and process that will be followed moving forward. Sam reported on the thinning for the Forest, ARPA fund use, etc.

Dwelling Leak Policy: Public comments on revised policy that was reviewed last month were reviewed. Motion to accept changes to that policy, 23-09 WD, made by Bob Cerelli, Second by Tevis Dooley, Motion carried.

Reports by Staff: Large connections were repaired.

Board Reports:

Sam Garrison: None

Chris Mastrandrea: Hollis Funds have been transferred to our account.

Bob Cerelli: Truck is in need of work.

Tevis Dooley: Asbury Creek tour.

Bill Campbell: RFP responses were received, there may be an emergency meeting of this Board to make a decision about a contract. The Finance Committee is developing a short to long range assessment of operations and administrative services / costs and options for paying for those costs. This assessment will be presented to the Board at the October meeting and to the Community on November 5th. This will be an on-going process that will need to be in place by 2025.

A proposed Public Access & Recreation Policy - pages 68-72, based upon the NPS work and the community survey was drafted by two Board members, per previous motion by the Board, and considered by the Board. The Board set a public comment period which is to end October 10th. Two Board members will make recommendation to the Board for a final Proposed Policy which will be considered by the Board at the October meeting.

October Action Items:

Water District Project Planning – Setting Priorities

Watershed

Public Access & Recreation Policy

Finance Committee Findings & Next Steps

Public Comments:

Phil S. - the work being done for the thinning; they have been doing a great job. Questions about what the public access and recreation policy will be. Bill stated that it will be online for public review right after the meeting.

John Mersereau- is it possible to get on the email list to make sure that everyone that does not attend these meetings or goes on the website. Bill- there is a large email list for the survey and there will be a flyer posted at the post office. Public comment opens up tomorrow.

Dale Mosby- when was the policy drafted. Bill- the general process is based on the work that the national park committee. They provided a 130+ page report and created a draft of the policy that has then been sent out to the community. The policy draft is a product of that.

Motion to adjourn by Bob Cerelli, second made by Tevis Dooley, meeting adjourned at 8:20.

Submitted by:

Attest:

Teri Fladstol, Secretary

WECampbell III

Teri Fladstol, Secretary