

# ARCH CAPE SANITARY DISTRICT MINUTES

21 June 2019

A quorum was present.

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

Public: Bill Campbell  
David Stockton  
Jeannie Stockton

Staff: Phil Chick, District Manager  
Steve Hill, Secretary

Mr. Ron Schiffman called the meeting to order at 7:04 pm.

**Public Comment:** None.

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

**Consent Agenda:** Change the May 17<sup>th</sup> minutes on page two to reflect two open positions on the board. Mr. Short moved adoption of the consent agenda as amended which was seconded by Ms. Tindall. All in favor. Motion carried.

## **Old Business:**

**Wastewater Plant Access Road Easement:** (Information) The Gredvigs expressed safety concerns citing a number of instances which supported this view. They in particular did not feel safe during hunting season. The question was asked of the board if there were any suggestions which could answer these worries. There will be an executive session held in August to deal with this access issue.

**Open Board Positions 4 & 5:** (Information) It was reported that we had applicants and it's anticipated these positions will be filled in July. Mr. Chris Anderson is in a position based upon the recent election to pick either of these positions.

**Natural Hazards Mitigation Plan (NHMP):** (Information) Mr. Chick reported having met with Pamela Reber, Natural Hazards Planner, along with Mr. Schiffman. A general overview of the community was given to Ms Reber, and potential natural hazards were discussed. She will be offering support on all of the NHMP's in the area.

**Treasurer Position:** (Information) Ms. Luanne Richey of SDAO indicated that the district only needs one officer position which is President and that the Treasurer position could be anyone including a volunteer. It was expressed that we may need to modify our policy on officer positions.

**New Business:**

**Vice President Position:** (Information/Action) A discussion took place on this position with action to take place at next month's meeting.

**Board Position 3 Appointment:** (Action) Mr. Short moved appointment of Mr. Carl Matson to position 3 on the board which was seconded by Ms. Tindall. All in favor. Motion carried.

**Reports:**

**Accounts Receivable:** Mr. Hill reported that receivables were in excellent condition.

**District Manager's Report:** (attached) Mr. Chick said that he was looking for board approval of the proposed Kubota contract for membrane purchase.

Mr. Short moved to authorize Mr. Chick to execute a contract for membrane purchases with Kubota which was seconded by Ms. Tindall. All in favor. Motion carried.

**Treasurer's Report:** As reported with the water district.

**Board Comments:** Debra Birkby thanked the board for letting her be here. Mr. Casey Short said that it had been a pleasure to watch the development of the board and district and its policies, and acknowledged Ms Virginia Birkby as being such a large part of the District's success in this area. He additionally thanked Mr. Phil Chick for his leadership. Mr. Ron Schiffman expressed appreciation for everything that Mr. Short and Ms. Debra Birkby had done for the district and community.

**July Agenda Items:** Treasurer's position, appointment of board positions, election of officers.

**Public Comment:** Ms. Jeannie Stockton thanked those retiring for their contributions.

The meeting was adjourned by Mr. Ron Schiffman at 7:45 pm.

Respectfully submitted,



Steve Hill

Attest



Mr. Ron Schiffman, President

## **Manager Report June 21, 2019**

### **SANITARY:**

We received 3.69” of rainfall in May and treated 2.5 Million Gallons of influent.

Membranes have been cleaned for the summer. This will hopefully be the last time these will be cleaned before they are replaced later in the year. I have submitted the membrane supply contract to Kubota, which the District signed at the May Board meeting. I’ve also been talking with the Public Works Director at Shelton, WA about the secondary screening system they use at their plant to learn if this is something we may want to try to replicate here. I have sent Curt McLeod photos and details and will be talking to him more about this in the near future.

The Webb Generator is still down. A new fuel injector pump has been ordered and will be installed as soon as possible. The fuel has been drained and replaced with new fuel, as a precaution. Petersen CAT believes this to have strictly been caused by a fuel issue, and not due to bad circuit control boards as originally diagnosed. This should reduce the original repair costs down a bit.

Prep work for painting the rails and pipes around the “Donut” area of the plant is underway. All of the railings and some of the pipes are showing wear and rust from the weather after 10 years. All surfaces were pressure washed and will be scraped, primed, and painted in the coming weeks.

Matt is away the week of 6/17 at a Wastewater Laboratory training.