

# ARCH CAPE DOMESTIC WATER SUPPLY DISTRICT MINUTES

21 September 2018

A quorum was present.

Water Board:           Ron Schiffman, President  
                              Linda Murray  
                              Dan Seifer

Excused Absent:       Virginia Birkby  
                              Debra Birkby, Vice-President & Treasurer

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

Public:                   Mary Olson, Community Forest Outreach Coordinator  
                              Ben Dair, Sustainable Northwest  
                              David and Jeannie Stockton

Staff:                    Phil Chick, District Manager  
                              Steve Hill, Secretary

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

**Public Comments:** Mr. David Stockton said he felt that Falcon Cove Beach were not planning for the future and that our district should only provide support to them in the event of a genuine emergency. He felt in providing ongoing support for their district that they would be freeloading and kicking the can down the road and they had a need to obtain professional full time management. Ms. Jeannie Stockton said that we would impair their district if we enabled them by ongoing support.

**Agenda:** Add T-Mobile cell tower. Mr. Seifer moved acceptance of the agenda as amended which was seconded by Ms. Murray. All in favor. Motion carried.

**Consent Agenda:** Hold July 20<sup>th</sup> minutes. Mr. Seifer moved adoption of the consent agenda as amended which was seconded by Ms. Murray. All in favor. Motion carried.

## **Old Business:**

### **Watershed Update:**

**Forest Legacy Grant Application FY 2020:** (Information) Mr. Chick indicated that we will find out next week about our application and whether it would move on to the next round in Washington D.C. We have been told that requests to this funding pool are very competitive and that we should not be discouraged if our first attempt is unsuccessful. Mr. Chick feels that The Oregon Department of Forestry (ODF) is in favor of this project. He reported that he recently took part in a tour of the property with Katie Voelke of NCLC, Ben Dair of Sustainable Northwest, members from ODF, USFS, and the Coalition of Oregon Land Trusts. It was a successful tour of our watershed and provided an opportunity to build relationships. Of note, Mr. Scott Stewart, the manager of the Forest Legacy Program was on the west coast and able to join the tour and give some constructive suggestions for our application. He suggested a stronger initial emphasis on the unique nature of our project which would elevate our application beyond a recitation of facts. He did indicate that he was impressed with the possibilities of our project. We are now awaiting word from ODF.

**HP 19 G Road Repair Work:** (Information) Mr. Chick reported that Ecotrust Forest Management (EFM) will not be able to do the re-route repairs desired to HP 19 G due to costs which would be over \$70K. They will be moving to decommission and abandon the road. Access will then come in this area from the HP 19 Tie Road which will be upgraded for vehicle use.

**North Coast Land Conservancy (NCLC) Finance Plan:** (Information) NCLC is developing a finance plan for property they are wishing to acquire which may have relevance for Arch Cape. Mr. Chick said that we are three to four weeks away from having portions of that plan provided to us from NCLC.

**Timber Cruise:** (Information) Mr. Chick reported all remote inventory sensing by Silva Terra to be complete. It is hoped to have quotes from potential cruisers by the end of October and a completed cruise by December 31st. A progress update will be provided in October.

**Outreach Coordinator Report:** (Information) Ms. Mary Olson said that she intended to add additional photos on the web site and indicated that she was looking forward to using the software behind our site which she felt was both strong and easier to use.

Concerns were expressed over the outreach timeline and hopes expressed that the advisory committee could meet earlier than April of next year. Mr. Chick said that more preparatory work needed to be done before the committee meets.

Ms. Olson said that she would be attending the next community club meeting taking place on Saturday, November 17<sup>th</sup> and that it will be good to get people engaged. She intends to meet with Katie Voelke the executive director of North Coast Land Conservancy, to gain a clearer understanding of the history of this project.

**August 17<sup>th</sup> Minutes:** (Action) Mr. Seifer moved approval of the August 17<sup>th</sup> minutes with the addition of the words, “with one comment.” at the end of the first sentence on page two in the Forest Legacy Grant – Re-strategize section. The motion was seconded by Ms. Murray. All in favor. Motion carried.

**Fire Suppression Line Ordinance:** (Information) Heather Reynolds has provided the board with a first draft of an ordinance for fire suppression connections. It was suggested that consistent terminology be used in describing fire suppression lines and should reference metering of the lines in the event of non-fire suppression water use for which they would be charged. Mr. Chick and Mr. Seifer will continue working on the ordinance and will update in the October meeting.

**Cannon View Park (CVP) Intertie:** (Information) Mr. Chick reported that he has not heard back from Mr. Gibson following a conference call discussing an intertie. Curran McLeod has developed two drawings for a potential intertie between the district and CVP. One uses a two (2") inch line which would not provide fire suppression flows and another with an eight (8") inch line which would allow for fire suppression.

Additionally Mr. Seifer had a discussion with Mr. Gibson regarding the potential of a future merger. Mr. Gibson said he would discuss this with his board and Mr. Seifer invited him to respond at his convenience.

**Asbury Creek Water Right Certification:** (Information) Mr. Chick reported a present permit of .3csf on Asbury Creek or 135 Gal/Min water right of which .2 csf or 90 Gal/Min is presently the allowed draw by the district. We are in the process of submitting a partial perfection of beneficial use certification request to the Oregon Water Resources Department (OWRD). The additional .1 csf would be held in our permit until we could demonstrate a need for the full .3csf but we would not lose this right to fish persistence or for any other reason so perfection of our water right is of value. Will update in October.

#### **New Business:**

**T-Mobile Cell Phone Tower:** (Information) The district has received a request from T-Mobile for permission to erect a ninety (90) foot cell phone tower on a fifty by fifty foot space previously used by the redwood water tank at the treatment site. If agreed upon, the District could expect payments from T-Mobile of approximately \$800 per month.

Expressions of concern over the aesthetics of such a tower were voiced when the district is expected to be approaching the community soon for support in the purchase of our watershed. The concern for potential health effects was also raised. It was felt that additional information was needed to properly consider this request for erection of a cell tower.

#### **Reports:**

**Accounts Receivable:** Water district receivables were reported to be in excellent condition. Mr. Hill further reported that the source mix of excess water usage fees had moved towards the increased commercial activity of short term rentals in Arch Cape.

**District Managers Report:** (attached)

**Treasurer's Report:** None.

**Board of Directors' Comments and Reports:** None.

**October Agenda Items:** (Information) July minutes, Fire suppression ordinance, CVP intertie, timber cruise, cell phone tower, Asbury Creek water right certification, and watershed update.

**Public Comment:** Ms. Mary Olson said that she had observed third party contractors working on cell towers and that this could put the district's operations at the water treatment plant at risk and advised the district to move with caution.

The meeting was adjourned by Mr. Ron Schiffman at 7:04 pm.

Respectfully submitted,



Steve Hill

Attest



Mr. Ron Schiffman, President

## 12 Month Outreach Plan

### September 2018

- Attend Arch Cape Community Club meeting
- Attend Water District Board meeting
- Begin assisting with website
- Launch Facebook page with weekly posts, updates and photos
- Begin planning informational event at the fire hall for community members, stakeholders
- Begin planning fall watershed tour
- Produce quarterly newsletter

### October 2018

- Email/mail quarterly newsletter
- Post newsletter on website
- Advertising for informational event
- Press release for informational event and field tour
- Host informational event on a Saturday, date TBD
  - Powerpoint presentation and brochures
  - BBQ?
  - Sign-up sheet for email updates and information
- Build relationships with interested community members, stakeholders

### November 2018

- Look for opportunities to share information at local community events
- Door to door outreach on a weekend with informational brochures

### December 2018

- Host another informational event for community members that could not attend October event. Invite a guest speaker, such as ODFW or DEQ. Saturday morning, coffee and donuts.
- Outreach to vacation rentals, businesses, neighboring watersheds

### January 2019

- Quarterly newsletter – email, mail, post to website
- Outreach to neighboring communities

### February 2019

- Begin outreach to recreation groups. Goal to reach 2 groups per month. Ongoing...

- Oregon Hunter's Assn.
- Oregon Equestrian Trails
- Trout Unlimited
- Audubon Society
- Cycling clubs
- Host another community informational event

#### March 2019

- Outreach for upcoming watershed field tour
- Outreach to local government
- Pre-registration for watershed field tours
- Collaboration with other city watersheds. Possible tours, Q&A, lessons learned. Cities of Astoria, Warrenton, Seaside.

#### April 2019

- Watershed field tours (early April)
- Quarterly newsletter – email, mail, post to website
- Host 1 field tour for interested community members, stakeholders
- Interview community members for advisory committee

#### May 2019

- Select community members for advisory committee
- Prepare materials for advisory committee meeting
  - Discussion topics
  - Background information
  - Progress update

#### June 2019

- Convene first advisory committee meeting

#### July 2019

- Quarterly newsletter – email, mail, post to website
- Advisory committee meeting topics
  - Gaining more support, involvement from the community
  - Develop a vision for the watershed, broad goals

## August 2019

- Advisory committee meeting topics
  - Continued discussion on a vision for the watershed
  - Guest speaker invited based on groups concerns, questions, knowledge level
  - Suggest inviting a guest speaker to every other meeting or as needed

## September

- Advisory committee meeting topics
  - Begin drafting forest management plan

## Ongoing tasks

- Facebook page
- Website updates
- Look for opportunities to share information at local community events
- Water District board meetings
- Team updates
- Build relationships with interested community members, stakeholders
- Continual, ongoing outreach as opportunities arise

## ORDINANCE 18-01 WD

### AN ORDINANCE TO REGULATE STAND-BY FIRE SERVICE LINES.

**Whereas**, the Board of Directors of the Arch Cape Domestic Water Supply District finds that domestic fire suppression systems have become more common, and

**Whereas**, since fire suppression lines are only used in the event of a fire, or for testing, the Board believes such lines should be regulated, and charged fees, separately from other types of use.

### NOW THEREFORE THE BOARD OF DIRECTORS OF ARCH CAPE DOMESTIC WATER SUPPLY DISTRICT ORDAINS AS FOLLOWS:

A. Fire Service Protection.

1. Standby fire protection service systems connected to a fire service line shall be installed in accordance with applicable regulations. All fire systems shall be equipped with the appropriate backflow prevention assemblies.
2. A user installing a stand-by service line shall agree that no water may be used from the system except for extinguishing fires or periodic testing. Before any water for testing can be used, the user or agent must receive written permission from the District. Adequate provisions shall be made to prevent the use of water from such services for other than extinguishing or testing of fire protection system.
3. Charges for the fire service line shall be according to the District's schedule for rates, charges and fees.
4. As determined by the District, the user shall pay the cost of installing the fire service line, including the cost of mains and related improvements needed to supply the required flow.
5. All water provided by the District through a fire service line shall be provided subject to the supply and pressure existing in its water distribution system. The District shall not be responsible for loss or damage resulting from lack of water supply or water pressure.
6. If water is used from a fire service line in violation of these Rules and Regulations, an estimate of the amount used will be computed by the District. The user shall pay for the water based on the estimated quantity used, at the regular rates, including the minimum charge based on the size of the service connection. Upon the second unauthorized water use, a standard system development charge will also be assessed on the service.

B. Severability.

If any section, subsection, sentence, clause, phrase or portion of this ordinance is for



any reason held invalid or unconstitutional by a Court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions of this ordinance.

C. Effective Date.

This ordinance shall take effect on the 30<sup>th</sup> day following adoption by the District Board pursuant to ORS 198.570.

Date of First Reading: \_\_\_\_\_

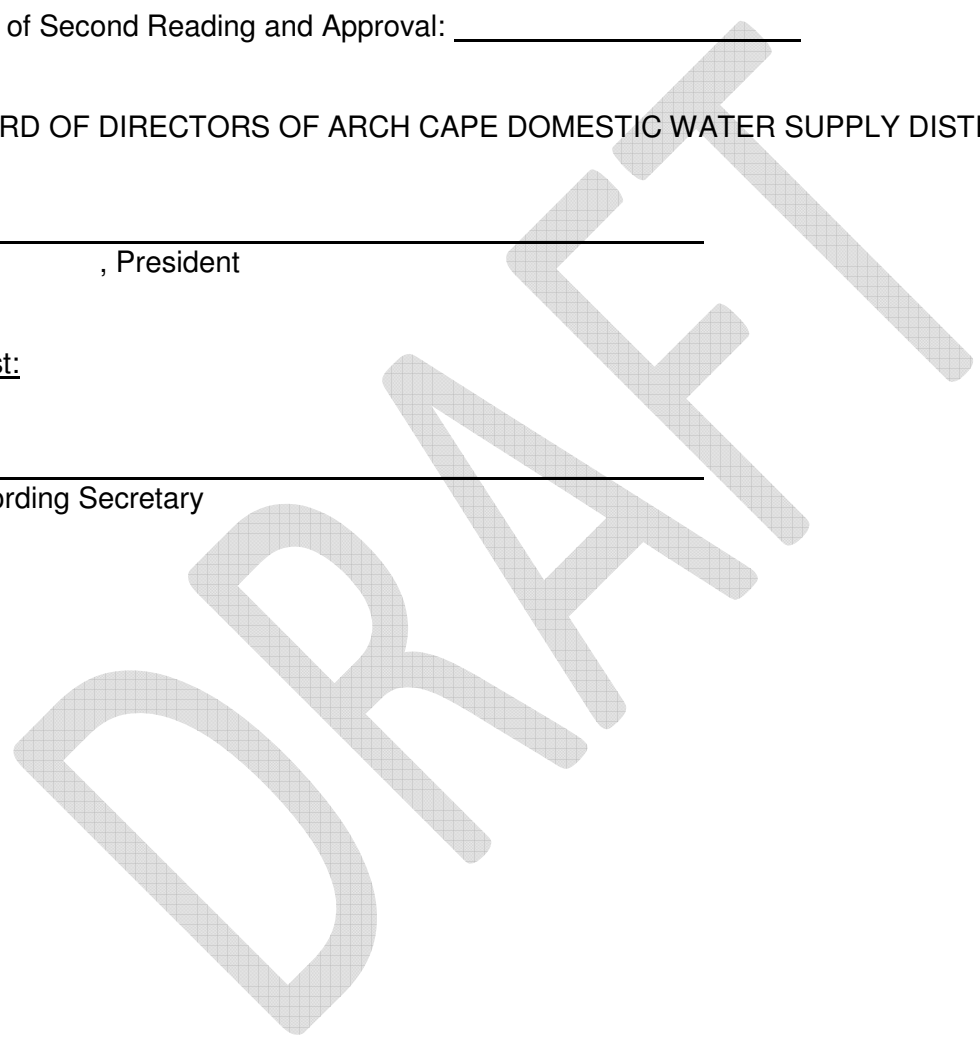
Date of Second Reading and Approval: \_\_\_\_\_

BOARD OF DIRECTORS OF ARCH CAPE DOMESTIC WATER SUPPLY DISTRICT

\_\_\_\_\_  
, President

Attest:

\_\_\_\_\_  
Recording Secretary



## MEMORANDUM

To: Phil Chick, Manager, ACDWSD

From: Dan Seifer

At the request of Board President Ron Schiffman, and after a preliminary contact by you, I spoke by telephone to Cannon View Park president Richard Gibson on Monday, August 20, 2018 concerning CVP's proposal to construct a permanent intertie with the District.

I suggested there is concern on our end that (1) our staff had too much on their plate already with the watershed project and (2) that the long-range possibility of a closer relationship or even merger should perhaps be explored before anything got designed or built. He went through CVP's interests and process, probably much as he had at the July meeting, and said that their approach had been to start with little steps, like the cooperation agreement and an emergency intertie, and see what developed from there. He did agree that it wouldn't be good to design & build something that in a few years proved inadequate.

He said he would discuss with his board whether there was any interest in starting some discussion about the possibility of merger. He also said that they might have Curran McCloud do designs for both 2" and 8" interties so that they could get some cost estimates from McEwan before deciding how they would like to propose to proceed.

I invited him to respond to you or to me at their convenience.

I did not raise with him the question of whether legal issues might be involved in a hard intertie between a public district and a private company.

Dan Seifer

## Manager Report September 21, 2018

### WATER:

Water Consumption for August was 1.39 Million Gallons. The early shot of September rain helped the creeks out. The heavy rain received last weekend caused us to pull the Asbury stream flow device out for the season. We will still need to stay on the Asbury source until stream flow picks up in Shark Creek, most likely in early October.

Bob McEwan Construction did annual sediment removal in Shark Creek on August 28<sup>th</sup>. Five dump truck loads of sediment were removed from the intake impoundment.

We will be flushing fire hydrants in October, once we are back on the Shark Creek source.

### MONTHLY LOG : ARCH CAPE WATER & SANITARY DISTRICTS

August 2018

Total Hours	<b>368.00</b>	<b>152.00</b>	<b>216.00</b>
Percentage Split		<b>41%</b>	<b>59%</b>
Total Accounts	631	290	341
Percentage Split		46%	54%