



**ARCH CAPE DOMESTIC WATER SUPPLY DISTRICT  
BOARD OF COMMISIONERS' MEETING  
Thursday, September 19, 2025**

Pursuant to the notice posted, the regular monthly Board Meeting for Arch Cape Domestic Water Supply District was held in-person and via Zoom.

In attendance: Tom Mattia, Mark Engberg, Casey Short, Doug Caffall, Absent: Darr Tindal; Staff: Collin Stelzig and Teri Fladstol; Public: Dale Mosby, Richard Gibson, Owen Dufka, Tevis Dooley, Richard Petrich, Sam Garrison, Jeff Slemaker, Bob Boehemer, John Hill, Becky Steckler, Rich Smith, Bob Brown, Karynn Fish

Board Meeting Joint Session with Arch Cape Sanitary District was called to order at 5:45 pm by Owen Dufka. Presentation from Community Incorporation [informational only, no Board Action]. See information from Eco-NW in Board Packets.

Joint Session closed by District Chairs. Sanitary District meeting adjourned at 6:29 pm and Water District Board meeting began:

Public Comments – Dale Mosby shared details regarding a grant and letter sent to Matt Gardner earlier in the day regarding partnering to go after a Federal SHSP grant and if the Water District would be interested in partnering? Owen Dufka, chair, agreed to follow the same process as the Sanitary Board and confer with our attorney to find out if we are able to partner in grants; also concerned about the short timeframe and Matt's bandwidth. The three weeks out grant is not feasible at this time.

Motion by Tevis Dooley to approve Jeff Slemaker to fill the open Director Position #4, second by Richard Petrich, motion carried; Jeff Slemaker sworn into office.

Motion by Richard Petrich to approve agenda as presented, second by Tevis Dooley, motion carried.

Financial & Administrative Reporting – motion by Sam Garrison to accept Budget vs Actual report as presented, second by Tevis Dooley, motion carried. Motion by Richard Petrich to accept payment of accounts as presented, second by Tevis Dooley, motion carried. Report from Sam Garrison on reconciliation of accounts; all is good.

Per internal policies, we will update the Bank Account to add Board Chair as an additional signer to Matt Gardner and Sam Garrison.

Consensus to update LGIP Account Administrator list to leave with current signers.

Motion by Tevis Dooley to add Collin Stelzig to Sam.gov as an Administrator to be able to access federal grants and manage our status as eligible to do so; second by Richard Petrich, motion carried.

Motion by Richard Petrich to adopt the corrective action plan for the fiscal year 2023–2024 audit as presented and authorize staff to submit the signed response to the Oregon Secretary of State Audits Division. Second by Jeff Slemaker, motion carried.

Cell Tower Proposal – Discussion & Next Steps (no action). Consensus that an exploration committee be put

together to research this further. Collin Stelzig will work with the Board Chair to determine how that process is governed in our current policies.

Forest & Asbury Intake Updates by Collin Stelzig were provided in the Board Packets. Board needs to explore funding opportunities to continue to support these projects as we move into next summer and the work that needs to be done.

Staff Reports: OSP regarding a hunting trespass on the property, Collin Stelzig suggested the Board develop a policy on how to handle situations moving forward, will bring that to the October Meeting. Where is signage currently and do we need to update on every gate? Tevis Dooley stated there are additional signs available and he will verify where they are and update the Board in October.

Board Reports: We need to update all Board Member photo and information on the website, please work with Teri Fladstol to get those in place.

October Meeting Agenda Items: Cell Tower and Asbury Information Updates, Trespass Policy for Forest property.

Public Comments: None

Motion by Tevis Dooley to adjourn the meeting, seconded by Richard Petrich. Meeting adjourned at 7:30 pm.

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Owen Dufka, Board Chair

Attest: Teri Fladstol, Secretary