

**PACIFIC CITY JOINT WATER AND SANITARY AUTHORITY
BOARD OF DIRECTORS BUSINESS MEETING
AGENDA**

March 3, 2020, 5:00 PM

Authority Office – 34005 Cape Kiwanda Drive
Pacific City, Oregon

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes
 - a. February 4, 2020
- IV. Financial Report
 - a. Accounts Payable – 2/4, 2/15, & 2/29 2020
 - b. Fiscal Year 19/20
- V. Manager’s Report
- VI. Unfinished Business
 - a. WWTP Improvement – Disc Filter Installation Started
 - b. Brooten Road - Water Main Replacement Project
- VIII. New Business

1. Biosolids Management Plan Update (Informational Item)

The Oregon Department of Environmental Quality (DEQ) requested that PCJWSA’s Biosolids Management Plan be updated to include the recent improvements to the wastewater treatment plant. The updated plan was submitted to DEQ on February 24, 2020 and is under review. This will be used by DEQ to help develop the new discharge permit.

2. Change of Authorized Signatories for TLC Credit Union Account (Action Item)

The authorized signatories for the TLC Credit Union account needs to be updated to reflect changes in Board positions and staffing. Currently, Director Price is the only remaining Board member authorized to sign on this account.

Suggested motion “... to remove Tony Owen, Doug Kellow and Sean Lambert as authorized signers and replace them with Kirk Medina and Carolyn McVicker.

3. Cyber Security Training

Staff will be completing an on-line Cyber Security Overview training course provided by SDAO in the coming month. Board members will be registered for the course as well.

IX. Guest Questions and Comments

X. Chair/Director Comments

XI. Adjournment