

**SEAL ROCK WATER DISTRICT
MINUTES OF THE
Regular Board Meeting
June 8, 2017**

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- Call Regular Board Meeting: Board President John Garcia called the regular board meeting to order at 4:00 p.m., Thursday, June 8, 2017.
- Present: John Garcia, Board President; Glen Morris, Treasurer; Sandra Mies-Grantham, Secretary; Karen Otta, Member; Rob Mills, Member. Staff: Adam Denlinger, General Manager; Joy S King, Office Manager. See sign in sheet for public attendance.
- Excused Absences: None
- Announcements: Commissioner Mills reported that he attended the SDAO Regional training that was held in Newport. It was a good training with very good information. His attendance to this type of training qualifies the District to enjoy a discount on the annual property insurance premium.
- Public Comments: None
- Agenda Calendar: Items on the consent calendar are Invoice Lists for May/June 2017; minutes of the April 13, 2017 regular board meeting; April 20 budget committee Meeting and May 11, 2017 regular board meeting; May/June 2017 Financial Report/Invoices to approve; USDA Phase 3- Project Monitoring Report No. 20; General Manager's Report. Glen Morris motioned to approve the consent calendar. Motion Seconded by Rob Mills. Votes were as follows: Consent calendar with the minutes of April 13, 2017 regular board meeting – John Garcia, Sandra Mies-Grantham, and Rob Mills voted Yes; Glen Morris and Karen Otta abstained from voting since they were excused from the April 13 regular board meeting; Consent calendar with the minutes of April 20, 2017 Budget Committee Meeting – Glen Morris, John Garcia, Rob Mills and Karen Otta voted Yes; Sandra Mies-Grantham abstained from voting since she was excused from the April 20, 2017 Budget Committee meeting; Consent calendar with the minutes of May 11, 2017 regular board meeting; budget hearing and rate hearing – John Garcia, Glen Morris, and Rob Mills voted Yes; Sandra Mies-Grantham and Karen Otta abstained from voting since they were excused from the May 11, 2017 regular board meeting, budget hearing and rate hearing.
- Discussion and Information Item:
Road Closure: District staff has been working with Lincoln County Office of Emergency Management (LC OEM), local public safety personnel including Seal Rock Rural Fire District (SRRFD) in preparation for the August 21, 2017 mass gathering focused on the Total Solar Eclipse. It is anticipated that accessing portions of the District's system will likely be difficult due to volume of visitors to the coast beginning Aug. 18 thru Aug 21. SRRFD recommended to close a section of Grebe Street to guarantee access to response vehicles and equipment. Since Grebe Street is largely owned and maintained by SRWD and SRRFD, Lincoln County officials recommended that the governing bodies of both districts approve the road closure. The area of Grebe Street that will be closed to thru traffic but accessible to residents and emergency vehicle is from Crane Street to Highway 101. Glen Morris motioned to approve closure of Grebe St. from Crane St. to Highway 101 to thru traffic. Karen Otta seconded the motion. Motion carried unanimously.
- Office Closure/
Water Usage Demand: The anticipated high volume of visitors coming to the coast will increase the water usage from Aug 18-21. It was discussed that it is important to coordinate with the City of Toledo regarding pumping time to fill the District's tanks to maximum capacity. The safety of the employees coming and going, due to high volume of traffic was discussed. The GM is looking to close the office on August 21 but have the field staff ready to respond for calls to fix leaks if they happen.

66 Decision Items:
67 Resolution No. 0617-01
68 Adopting FY 2017-18
69 Budget: The proposed budget for FY 2017-18 was reviewed and approved by the Budget
70 Committee on Apr. 20, 2017. A budget hearing was held on May 11, 2017 and no public
71 comment was received. There are no changes to the budget approved by the Budget
72 Committee. A balanced budget was presented to the SRWD Board of Commissioners for
73 approval and adoption. Glen Morris motioned to adopt Resolution No. 0617-01 Adopting
74 the 2017-18 Budget, Making Appropriations, Imposing the Tax and Categorizing the Tax.
75 Sandra Mies-Grantham seconded the motion. Motion carried unanimously.
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77 Resolution No. 0617-02
78 Adopting a Water Rate
79 Increase: At the March 9, 2017 board meeting, the Board of Commissioners reviewed and
80 discussed the need for a water rate increase to meet the requirement of USDA-RD
81 obligating the District to transfer \$84,000 annually to Short-Lived Assets Replacement
82 Reserve Account (SLARRA) to fund replacement of assets with a 5 to 15 years lifespan. A
83 rate hearing was held on May 11, 2017 and no public was in attendance. The only
84 comment received was a letter of protest from a customer. The effect of the rate increase
85 for a customer that uses an average of 3,000 gallons per month is \$1.45 (from \$51.40 to
86 \$52.85). The outside District customer water rate is 150% of the inside District rate. The
87 proposed resolution also adopts a new water rate for a 2-inch domestic water service
88 connection. Sandra Mies-Grantham motioned to adopt Resolution No. 0617-02 adjusting
89 the water rate for FY 2017-18. Glen Morris seconded the motion. Motion carried
90 unanimously.
91

92 Mid-Coast Water
93 Planning: The City of Newport (CON) received a grant from Oregon Water Resources Department
94 (OWRD) in June 2016. The grant is to be used to develop a collaborative, integrated
95 water planning effort that looks at instream and out-stream water needs while considering
96 water quality, quantity and ecosystem. The CON and OWRD organized the Mid-Coast
97 Water Planning Partnership (MCWPP), a diverse group who will work together to
98 understand and meet the needs of the Oregon Mid-Coast region. SRWD staff has been
99 an active participant of this group. The District will benefit to be a partner of the Mid-Coast
100 Water Planning Partnership Charter. The GM, Adam Denlinger attended a Collaborative
101 Planning for Water Future Workshop in Bend as a delegate from the Mid-Coast Basin on
102 May 24 and 25. Other delegates from the Deschutes Water Basin and Eastern Oregon
103 Water Basin were also in attendance. The group drafted a document of how to plan for
104 water in the future. Sandra Mies-Grantham motioned to approve the District to sign the
105 Mid-Coast Water Planning Partnership Charter. Motion seconded by Glen Morris. Motion
106 carried unanimously. The GM will send more information regarding MCWPP and the
107 schedule of the meetings to the board members.
108

109 Reports, Comments,
110 and Correspondence:
111 Finance Workshop: There will be an Oregon Water and Wastewater Infrastructure Finance Workshop on
112 July 18, 2017 in Ontario, Oregon and in Silverton, Oregon on July 20, 2017.
113 Preparedness-Solar
114 Eclipse: The Lincoln County Emergency Management continues to emphasize individual and
115 community preparedness for the Total Solar Eclipse. It was discussed for the District to
116 send an insert with the bills regarding preparedness for the solar eclipse. The GM will
117 prepare a flyer to be inserted in the bills that will go out towards the end of the month.
118

119 Hwy 20 Construction
120 Schedule: Construction and paving of Highway 20 will continue this summer and will cause delay as
121 part of the road will be closed at times.
122

123 AMI Pre-bid
124 Conference: There was a mandatory pre-bid conference on June 1, 2017. There were meter vendors
125 who attended who were not licensed contractors and need to work with the AMI vendor to
126 qualify to bid. Bid opening is scheduled for July 22, 2017 at 2 pm.
127

128 Bond Counsel: The deadline for Bond Counsel RFQ is July 6, 2017.
129

130 Risk Analysis: The GM distributed a Risk Analysis he prepared of Phase IV Source Water Project to
131 each of the board members. The analysis discusses the level of risk pertaining to
132 permitting, easements and access agreements, project funding, City of Toledo Water
133 Purchase Agreement, and communication/outreach/education with district customers.
134
135 Executive Session: None
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137 Next Board Meeting: July 13, 2017 @ 4:00 pm Regular Board Meeting.
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139 Adjournment: John Garcia adjourned the meeting at 5:40 p.m.
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145 Approved by Secretary

Date