

**SEAL ROCK WATER DISTRICT
MINUTES OF THE
REGULAR BOARD MEETING
October 8, 2015**

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7 Call Regular

8 Board Meeting: John Garcia, President of the Board called the regular board meeting to order at 4:00
9 p.m., Thursday, October 8, 2015.

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11 Present: John Garcia, President; Glen Morris, Treasurer; Sandra Mies-Grantham, Secretary; John
12 Filbert, Member; Staff: Adam Denlinger, General Manager; Joy S King, Office Manager.
13 Jeff Hollen, Attorney. See sign in sheet for public attendance.

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15 Excused Absences: Rob Mills

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17 Announcements: Joy King announced she has decided not to retire on February 2015. Glen Morris
18 announced he will not be able to attend the November 12 board meeting. Adam Denlinger
19 announced that on Sept 30 there was a line break along Hwy 101 between the entrance
20 to the Newport Airport and 95th Street. About 20 homes were affected by this incident. A
21 "No Pressure Boil Notice" was issued to follow Oregon Health Authority regulation which
22 is required when a system experiences a negative pressure. The notices were hand
23 delivered to customers in the affected area. After the repair was completed bacti samples
24 were taken to Analytical Lab in Eugene. The result was received on Oct. 2 and the "No
25 Pressure Boil Water Notice" was lifted. There was no interruption of water service to
26 customers. The Newport/SRWD Intertie was used and City of Newport was able to supply
27 water to customers in the affected area. It was the first time the intertie was used and it
28 worked flawlessly as designed.
29 The City of Toledo is planning to do maintenance on their system on the Clearwell and
30 SRWD will come off their system. The District will have the ability to provide water from
31 the two reservoirs for 2 to 3 days. The experience of using the intertie for a few days
32 during the line break was a good opportunity for District and City of Newport staff to learn
33 how it works. If the District needs water when City of Toledo does the maintenance on
34 their system, the intertie can be utilized to get water from the City of Newport.

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36 Public Comments: None

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38 Consent

39 Calendar: Items on the consent calendar are Invoice lists for Sept/Oct 2015; minutes of the Sept 10,
40 2015 Board meeting; Sept 2015 Financial Report; Project Monitoring Report; General
41 Manager's Report. Glen Morris motioned to approve the Consent Calendar. Motion was
42 seconded by John Filbert. Motion carried 4 – 0.

43 Discussion and
44 Information Item:

45 Source Water Evaluation

46 Update: Core sampling along Beaver Creek was completed on October 2. Samples were taken
47 from different locations and some soil formation seems to be usable for infiltration
48 purposes but most of the core sampling indicated that soil would not be suitable for
49 withdrawal from the substrata. GSI Consultants will complete their findings and provide a
50 written summary for review by the end of October.
51 The District's Water Rights application submitted to Water Resources Department (WRD)
52 is in a 30 day review and comment period beginning Sept 15. Other agencies including
53 ODF&W, DEQ and WRD have until Oct 15 to provide comments. After 60 to 90 days
54 WRD will issue preliminary findings then the process will be opened for public comments.

55 Decision Items:

56 IFA Funding

57 Agreement:

58 At the Sept 10 board meeting Resolution 0915-01 was approved contingent upon the
59 funding documents not needing Bond Counsel opinion but only the approval of legal
60 counsel. There was a teleconference participated by District staff Adam Denlinger and Joy
61 King; Municipal Advisor, David Ulbricht; SRWD Attorney, Jeff Hollen and IFA staff, Melissa
62 Murphy, Dennis Knight and John Walton. Issues and questions were discussed and
resolved. The IFA loan/grant documents don't need Bond Counsel Opinion but need the

63 certification from the District attorney. Jeff Hollen had some concern but was satisfied with
64 answers from IFA staff and he is ready to certify the IFA documents. John Filbert
65 motioned to approve Resolution 1015-01, authorizing the District to execute a funding
66 agreement with Business Oregon Infrastructure Finance Authority (IFA) - Safe Drinking
67 Water Revolving Loan Fund. Also to authorize the District to sign all funding/grant
68 documents. Glen Morris seconded the motion. Motion carried 4-0.

69 Performance
70 Evaluation: Staff gave each Board member a Performance Evaluation form for the General Manager's
71 performance evaluation which is due November 30, 2015. The GM will also provide an
72 electronic copy of the form and activity list to each board member by email.

73 Recommendation
74 To Award: The Board acting as the Local Contract Review Board for Seal Rock Water District
75 reviewed and discussed staff recommendation to award the contract to the lowest
76 responsible bidder.
77 There were some concerns regarding the performance of the contractor on the 98th St.
78 Water Line Project. Staff met with the principal of Mocon to discuss the concerns of the
79 General Manager like traffic control, erosion control, project schedule, and qualification
80 and experience of the workers regarding installing waterlines. The Resident Project
81 Manager will need to pay closer attention to the quality of work.

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83 Notice To Award: Sandra Mies-Grantham serving as a member of the Local Contract Review Board
84 motioned to award the contract for USDA-RD funded Phase-3 improvements Schedule 1
85 & 2 to the lowest responsible bidder and authorize the District to execute all contract
86 documents. Motion seconded by Glen Morris. Motion carried 4-0.

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88 Executive Session: None

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90 Next Board Meeting: November 12, 2015 at 4:00 p.m. Regular Board Meeting.

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92 Adjournment: Moved by Morris to adjourn the meeting. Garcia adjourned the meeting at 4:56 pm.

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Approved by Secretary Date