

**SEAL ROCK WATER DISTRICT  
MINUTES OF THE  
REGULAR BOARD MEETING  
March 10, 2016**

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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, March 10, 2016.

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

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15 Excused Absences:

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17 Announcements: None

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19 Public Comments: None

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21 Consent

22 Calendar: Items on the consent calendar are Invoice lists for Feb 2016/March 2016; Minutes  
23 February 11, Regular Board meeting; February/March 2016 Financial Report/Invoices to  
24 approve; USDA Project Monitoring Report No. 5; MOCON Corp. Payment Application No.  
25 4 of Schedule 1 and Schedule 2; General Manager's Report; John Filbert motioned to  
26 approve consent calendar. Motion was seconded by Rob Mills. Motion carried  
27 unanimously.

28 Discussion and

29 Information Items:

30 Phase 3 Improvement: The contractor is now working on both schedule 1 & 2. The final tie in of Line Street and  
31 Parkview to the mainline has been completed. The line installation on Seagull, Grandview  
32 and Cross Street has been completed and is now moving into the Huckleberry  
33 subdivision. The contractor is doing well in installing the pipes but struggling on site  
34 restoration. The District received complaints from property owners such as mud in the  
35 neighborhood, equipment parked close to private properties, and parking too close to the  
36 entrance of Surfland subdivision. Staff responds to all complaints and works with the  
37 contractor to resolve the issues. The contractor dedicates Fridays as clean up days.  
38 The District received an invoice from Mocon Construction on Feb 22 for the damages to  
39 perform their work after they damaged the main line when they did the bore across HWY  
40 101 to ODOT Maintenance Facility entrance. Staff mislocated the waterline by 6 feet but  
41 the contractor has an obligation to pot hole to verify the pipe location as mentioned in  
42 several areas of the contract document. Based on the opinion of USDA, SRWD attorney,  
43 and the engineer the District should deny the invoice. Staff is collecting data for the  
44 damages caused by the contractor and may use this to file a claim at the end of the  
45 project. Both parties, the District and the contractor are trying to work with each other to  
46 resolve issues, especially complaints from the property owners.

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48 Special District/PUD: South West Lincoln Water District (SWLWD) is putting in a ballot measure for election to  
49 change from a Special District to a People's Utility District (PUD). A list of benefits is  
50 included for discussion purposes. The board discussed the pros and cons of becoming a  
51 PUD. As a PUD doing public works will not be subject to prevailing wage. Currently  
52 contracting law in Oregon provides that if the project is below the contracting threshold it  
53 could be done in house and not subject to prevailing wage. To change into a PUD the  
54 property ownerships and assets will need to change, like water rights and permitting  
55 issues. It was the consensus of the board that the District has a lot going on right now.  
56 The application for water rights should be completed first. The District will observe the  
57 result of the ballot of SWLWD. This issue will be revisited in the future.

58  
59 Water Rights Application

60 Update: All forms from Water Rights Department (WRD) pertaining to SRWD's application that  
61 went out to all agencies – DEQ, Water Master, OFW and other agencies have been  
62 returned with their recommendations to WRD. None is against the District's application for

63 water rights on Beaver Creek. The next step is for WRD to look at conditions and push it  
64 to a 90-days review by special interest groups. All information will go to WRD who will  
65 combine all data in one form which will be submitted to the public for public comments.  
66 WRD looks for compliance, available water for municipal use, and that the issuance of  
67 water rights will not impact anybody or anything. Property owners will be contacted when  
68 the District does salinity test of the water and when we begin the preliminary design and  
69 geotech study. We are still looking at which property is best to have the source water  
70 intake location.

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72 Sick Time Law:

Oregon Legislature recently passed a Sick Time Law that all employers have to comply by  
73 January 1, 2016. The new Sick Time Law was discussed. The District already partly  
74 complies with the sick time law. Employees are provided PTO which is a combination of  
75 vacation time and sick time. The requirement of the sick time law is to be able to track sick  
76 time and give notice to employees regarding the use of sick time. But since the District  
77 combines vacation and sick time as PTO there is concern of how can we effectively track  
78 sick time as required by law. Discussion on adopting a policy on sick leave ensued. There  
79 needs to be a policy that is in compliance with the sick time law for the staff to track sick  
80 time and to be able to report it to employees. It was the consensus of the Board for staff to  
81 contact the county and see how they comply with the new law since they also use PTO.

82 Reports, Comments,  
83 and Correspondence:

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85 Oceania Drive & 143<sup>rd</sup>  
86 Street:

The General Manager, Adam Denlinger reported to the Board his concerns regarding  
87 conditions of the pipes in Oceania Drive and 143<sup>rd</sup> Street. Both locations have  
88 experienced numerous leaks. The waterline in Oceania Drive is very vulnerable due to  
89 age and type of the pipes. The leak problem is heightened by the weight of the sand  
90 dumped by property owners on the right-of-way where the waterline is located.  
91 143<sup>rd</sup> Street used to be a fill area and was not properly compacted where the waterline is  
92 located. The age and type of the pipes with the settling of the ground has caused the leak  
93 problem in the area. The GM is soliciting estimates from a few contractors for replacing  
94 the pipes on Oceania Drive and 143<sup>rd</sup> Street. He did not ask for an estimate from the  
95 current contractor since they are busy with the current project.  
96 Discussion ensued regarding the dumping of sand on the right-of-way. It was the  
97 consensus of the Board to send an advisory letter to all property owners whose properties  
98 are located in the Spit area and Oceania Drive.

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100 Executive Session: None

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102 Next Board Meeting: April 14, 2016 at 4 p.m. Regular Board Meeting.

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104 Adjournment: John Garcia adjourned the meeting at 5:25 pm.

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114 Approved by Secretary

Date