

**SEAL ROCK WATER DISTRICT  
MINUTES OF THE  
Regular Board Meeting  
by Zoom Conference Call and In Person  
July 8, 2021**

**Introduction to Remote Meeting:**

Denlinger, General Manager, explained that this board meeting is being conducted remotely and in person. Due to limited capacity for in person meetings, the public is invited to attend this meeting electronically. He further explained that the Board President will call each name to confirm those who are present by zoom conference. After each person hears their name, they need to reply. For each decision item in the agenda that needs to be approved, after discussion and deliberation, the Board President will call each name of the commissioner for their vote. After the commissioners hear their name, he or she will give the vote to the affirmative by saying YES or negative by saying NO.

**Call Regular Meeting to Order:**

President Rob Mills called the regular board meeting to order at 4:08 p.m., Thursday, July 8, 2021.

**Present:**

President Rob Mills confirmed that all commissioners present can hear each other by doing a roll call. Present by Zoom Conference Call were Commissioner Karen Otta, member; Commissioner Glen Morris, member. Present in person in the Board room were President Rob Mills; Commissioner Sandra Mies-Grantham; Commissioner Paul Highfill; and Attorney Jeff Hollen, Legal Counsel. Staff: Adam Denlinger, General Manager; Joy King, Office Manager.

**Excused Absences:** None

**Oath of Office:**

Joy King, an Oregon Notary administered the Oath of Office for re-elected commissioner, Sandra Mies-Grantham, position 1 for a 4-year term, and the newly elected commissioner, Paul Highfill, position 2 for a 4-year term.

**Appointment of Board Treasurer:**

Commissioner Sandra Mies-Grantham motioned to appoint commissioner Karen Otta to be the Board Treasurer. Motion was seconded by commissioner Paul Highfill. President Rob Mills asked the commissioners for their votes. Commissioner Karen Otta voted YES; Commissioner Paul Highfill voted YES; Commissioner Glen Morris voted YES; Commissioner Sandra Mies-Grantham voted YES and President Rob Mills voted YES. Motion passed with 5 YES votes and 0 NO votes.

**Announcements/Public Comments:**

President Rob Mills asked if there are any announcements. Commissioner Karen Otta had no announcement; Commissioner Glen Morris had no announcement; Commissioner Sandra Mies-Grantham had no announcement; Commissioner Paul Highfill shared the information he received from the Post Master that the Seal Rock Post Office will permanently close after October 31, 2021. Office staff is working with the Waldport Post Master for the District to have a mailbox close to the administrative office. Manager Joy King announced that the District received a letter from Jay Senn notifying the District that he is resigning from the budget committee. General Manager, Adam Denlinger announced that he will be away from the office the week of July 12 through July 23. President Rob Mills had no announcement.

**Public Comments:**

Bill Gray, a member of the public in attendance had no comment.

**Consent Calendar:**

Items on the consent calendar are June/July 2021 Invoices List; June 10, 2021 Regular Board Meeting Minutes; June/July Financial Report/Invoices List for approval; Business Oregon IFA Disbursement Request No. 33; USDA Phase IV PMR No. 13; Contractor's Pay Request No. 13; and General Manager's Report. President Rob Mills asked if each commissioner has reviewed the items on the consent calendar. Commissioner Karen Otta answered YES; Commissioner Glen Morris answered YES; Commissioner Sandra Mies-Grantham answered YES; Commissioner Paul Highfill answered YES; and President Rob Mills answered YES. Commissioner Karen Otta motioned to approve the consent calendar. Commissioner Glen Morris seconded the motion. President Rob Mills asked the commissioners for their votes. Commissioner Karen Otta voted YES; Commissioner Paul Highfill voted YES; Commissioner Glen Morris voted YES; Commissioner Sandra Mies-Grantham voted YES; and President Rob Mills voted YES. Motion passed with 5 YES votes, and 0 NO votes.

**Discussion and Information Items:**

**Source Water Project Update:**

The project tour of the intake site and the water treatment plant that took place before the meeting was a success and well attended. Atty Jeff Hollen commented that the tour was very informative and it was good to see the project in person. The construction project is moving along but will not be completed on time.

65 **Decision Items:**

66 **Abstract of Votes:**

67 The District received from Lincoln County Clerk the Abstract of Votes of the May 18, 2021 election showing the number of  
68 votes for each commissioner who was elected as Seal Rock Water District Board of Commissioners.  
69 Commissioner Saundra Mies-Grantham motioned to accept the Abstract of Votes of the May 18, 2021 election.  
70 Commissioner Karen Otta seconded the motion. President Rob Mills asked the commissioners for their votes.  
71 Commissioner Karen Otta voted YES; Commissioner Paul Highfill voted YES; Commissioner Glen Morris voted YES;  
72 Commissioner Saundra Mies-Grantham voted YES; and President Rob Mills voted YES. Motion passed with 5 YES votes,  
73 and 0 NO votes.  
74

75 **General Service Agreement**

76 **Water Planning Coordination Services:**

77 This service contract is with Alexandria Scott who serves as the Water Planning Coordinator of the Mid-Coast Water  
78 Planning Partnership (MCWPP). The contract will extend her services through September 2021. The contract could be  
79 amended later to extend her services beyond September 2021 if funds from Oregon Water Resources Department (OWRD)  
80 become available. Commissioner Karen Otta motioned to extend the General Services Agreement with Alexandria Scott  
81 through September 2021. Commissioner Glen Morris seconded the motion. Discussion: The risk of losing Miss Scott was  
82 discussed. The GM explained that the agreement obligates her to complete the work. The MCWPP has hired Creative  
83 Resources Strategies, LLC the consultants who are putting together the results of the study that will be completed at end of  
84 December. Miss Scott is also seeking grant funding from other agencies to fund her services until the study is completed.  
85 President Rob Mills asked the commissioners for their votes. Commissioner Karen Otta voted YES; Commissioner Paul  
86 Highfill voted YES; Commissioner Glen Morris voted YES; Commissioner Saundra Mies-Grantham voted YES; and  
87 President Rob Mills voted YES. Motion passed with 5 YES votes, and 0 NO votes.  
88

89 **Reports, Comments, and Correspondence:**

90 The GM will be out of the office for 2 weeks beginning July 15. For part of that time, he will be working at home remotely. In  
91 his absence Brad Wynn will be the lead for operations and Joy King will be the lead for admin.  
92 The Consumer Confidence Report (CCR) has been completed, filed, and certified with the state. It is available online on the  
93 district's website for everyone to access at [www.srwd.org/report](http://www.srwd.org/report).  
94 On June 28, 2021, Lincoln County declared a drought emergency. The Siletz River flow is about 50% lower than normal  
95 and Beaver Creek flow is also lower than normal. The Mid-Coast Water Conservation Consortium (MCWCC) sent out a  
96 notice to conserve water. Right now it is not mandatory but if the drought condition becomes worst it might be necessary to  
97 issue a water curtailment notice. The district is working closely with OWRD and MCWCC to determine if a curtailment  
98 notice is needed.  
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100 **Executive Session per ORS 192.660(2)(h):**

101 President Rob Mills recessed the regular board meeting at 4:40 p.m. to meet in Executive Session, pursuant to ORS  
102 192.660(2)(h); To consult with legal counsel concerning the legal rights and duties of a public body with regards to current  
103 litigation or litigation likely to be filed. Representatives of the news media and designated staff shall be allowed to attend the  
104 executive session. All other members of the audience are asked to leave the room. Representatives of the news media are  
105 specifically directed not to report on any of the deliberations. No final decisions shall be made in Executive Session.  
106

107 **Reconvened Regular Board Meeting:**

108 President Rob Mills adjourned the executive session at 5:10 p.m. and reconvened the regular board meeting.  
109 It was motioned by Commissioner Glen Morris to authorize the GM, Adam Denlinger to enter into arbitration with R & G  
110 Excavating, Inc. regarding time extension and additional compensation under the condition and stipulation that the District  
111 does not concede that a claim has been filed. Commissioner Karen Otta seconded the motion. President Rob Mills asked  
112 the commissioners for their votes. Commissioner Karen Otta voted YES; Commissioner Paul Highfill voted YES;  
113 Commissioner Glen Morris voted YES; Commissioner Saundra Mies-Grantham voted YES; and President Rob Mills voted  
114 YES. Motion passed with 5 YES votes, and 0 NO votes.  
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116 **Adjournment:** Commissioner Glen Morris moved to adjourn the meeting. President Rob Mills adjourned the meeting at  
117 5:17 p.m.  
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119 **Next Board Meeting:** August 12, 2021, at 4:00 p.m. Regular Board Meeting.  
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127 Approved by Board President

Date: