

**SEAL ROCK WATER DISTRICT  
MINUTES OF THE  
Regular Board Meeting  
November 16, 2017**

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7 Call Regular

8 Board Meeting: Board President John Garcia called the regular board meeting to order at 4:00 p.m.,  
9 Thursday, November 16, 2017.

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

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15 Excused Absences: None

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17 Announcements: None

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19 Public Comments: None

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21 Agenda Calendar: Items on the consent calendar are Invoice Lists for October/November 2017; minutes of  
22 October 19, 2017 regular board meeting; October/November 2017 Financial  
23 Report/Invoices to approve; USDA Phase 3- Project Monitoring Report No. 25; General  
24 Manager's Report. Commissioner Morris motioned to approve the consent calendar.  
25 Motion Seconded by Commissioner Otta. Motion carried unanimously.

26 Discussion and  
27 Information Items:  
28 Primary Source Water  
29 Project Update:  
30 Funding: USDA

31 Staff is continuing to work with USDA-RD representative in anticipation of receiving  
32 notification regarding the District's Application in January 2018. The District could expect  
33 to receive a Letter of Condition from USDA-RD any day now. The preliminary  
34 Environmental Report (ER) and Preliminary Engineering Report (PER) prepared by CH2M  
35 Engineer have been completed and reviewed by USDA-RD state engineer and has  
36 provided comments in anticipation of their approval.  
37 The engineer is putting information together to complete the 404 Joint U.S. Army Corps of  
38 Engineers Permit Application. District staff is working with GSI Water Solutions to begin  
39 temperature monitoring of Beaver Creek. Wetland and waters delineation on Beaver  
40 Creek is scheduled to begin on Dec. 6, 2017.

41 Business Oregon IFA: The District worked with IFA in updating the District's financial proforma which is built into  
42 their application. The proforma was updated with figures that consider the cost for  
43 operation and maintenance after the project is completed. The engineer, Paul Berg and  
44 the GM, Adam Denlinger will do a project presentation scheduled for December 1, 2017 in  
45 Salem before the IFA Funding Committee.

46  
47 Easements: Survey data from the surveyor and the engineer has been provided to legal counsel for  
48 development of easement agreements.

49 Water Purchase  
50 Agreement:

51 District representative attended the November 7<sup>th</sup> City of Toledo Council Work Session to  
52 discuss the Oct 30, 2017 termination notice provided by Seal Rock Water District to the  
53 City of Toledo. Discussion was very positive, and the City is open to discuss a future  
54 agreement. The PWD gave an update that the cost to develop Mill Creek is about \$15  
55 million. There was a discussion that the District is not obligated to pay half of the Mill  
56 Creek Project since the District has given the required 3 years notice fulfilling its  
57 contractual obligation. The discussion opened a conversation of the possibility of an  
58 intertie between the City of Toledo and the District for cost lesser that \$15 million.

59 Communication/  
60 Outreach/Education:

61 The District will host a field tour of the Mid Coast Water Planning Partnership on  
62 November 30, 2017 at 9:00 a.m. This tour is the South County Field Tour #3. The District  
63 will lead this tour which will start at the District office to the Newport/SRWD Intertie,  
64 Waldport Water Treatment Facility, Southwest Lincoln County PUD Water Treatment  
Plant, Yachats Water Treatment Facility, and Yachats City Hall for Post Tour wrap up and  
lunch.

65 Engineering: The engineering of this project is an on-going effort. Scope of Services for permitting,  
66 Geotech evaluation and pre-purchase of membrane filtration engineering began in  
67 September 2017. The Engineer will begin various steps in completing these tasks in the  
68 weeks and months to come.

69 Staffing/Board of  
70 Commissioner  
71 Changes: Board President John Garcia commented that a change in staffing or Board philosophy  
72 could seriously impact the project time line.

73 Decision Items:  
74 LSWCD Support: District staff have been approached by officials from the Lincoln Soil Water Conservation  
75 District (LSWCD) and Oregon Department of Environmental Quality requesting support  
76 and provide collaboration regarding LSWCD's grant application to the Oregon Watershed  
77 Enhancement Board (OWEB). The Project is located upstream of the District's proposed  
78 Beaver Creek intake site. It will include the installation of a continuous dissolved oxygen  
79 (CDO) data logger, auditing and retrieval of data in coordination with DEQ regional  
80 laboratory. LSWCD and DEQ is requesting the District support the application and project  
81 by providing a letter of support. The letter of support was written and mailed to Oregon  
82 Watershed Enhancement Board in Salem on November 3, 2017 to meet the deadline for  
83 submission. Commissioner Morris motioned to support the Grant Application of LSWCD to  
84 fund the South Beaver Creek Continuous Dissolved Oxygen (CDO) Monitoring Project.  
85 Commissioner Mills seconded the motion. Motion carried unanimously.

86 Reports, Comments,  
87 And Correspondence:  
88 Bayshore Code  
89 Amendment: District staff received an email from Onno Husing dated November 1, 2017 informing the  
90 District that the Lincoln County Commission adopted the code amendment to "move the  
91 line" in Bayshore. The code amendment takes effect immediately. Anyone, at any time,  
92 without permits, can now remove sand from NW Oceania Drive in Bayshore, and the right  
93 of way adjacent to the paved road and that sand can be transported out of Bayshore. It  
94 will be a code violation if people transport sand from their properties on the west side of  
95 NW Oceania into the right of way or the road surface of NW Oceania. Properties on the  
96 west side of NW Oceania remain within the management system of the Bayshore Dune  
97 Management Plan (BDMP). Sand removed from properties west of NW Oceania, which  
98 are the oceanfront properties must still be carried back to the beach pursuant to the  
99 requirements of Lincoln County-issued Remedial Sand Grading permits and the terms of  
100 "Drive on the Beach Permits" issued by Oregon Parks and Recreation Department.

101 Toledo Water Purchase  
102 Agreement: District staff hand delivered the Toledo Water Purchase Agreement Termination Notice on  
103 October 30, 2017 to the City Manager of the City of Toledo, Mr. Craig Martin. An affidavit  
104 of delivery was signed, notarized and placed on file.

105 Employee Appreciation  
106 Luncheon: The employees discussed and decided to hold the annual employee appreciation  
107 luncheon at Izzy's Pizza on Dec 14 at 11:30 a.m. The employees need more time to look  
108 into other restaurants to change the luncheon venue to be considered for Employee  
109 Appreciation Luncheon next year.

110 Lincoln County  
111 County Meeting: Lincoln County will have the Lincoln County Special Districts Information Sharing Meeting  
112 on Saturday, December 2, 2017, from 9:00 a.m. to 11:00 a.m., at the Commissioners  
113 Conference Room, Room 108.

114  
115 Office Closure: The office will be closed in observance of Thanksgiving Day.  
116

117 GM Performance  
118 Review: Board President John Garcia gathered all the Performance Evaluation Forms completed  
119 by each of the Commissioners. Commissioner Glen Morris tabulated the results and  
120 provided a summary of the GM's performance. He expressed that the GM's overall  
121 performance rating exceeded his job standards and exceeded what is expected of him.  
122 The Board is well pleased for the job he is doing and appreciated the degree of effort in  
123 explaining problems and bringing solutions.  
124 Commissioner Sandy Mies-Grantham expressed that she appreciated the way the GM 's  
125 collaborative effort, his listening skills and his insight of telling the stories of the project  
126 helps her to understand and to be well informed. She likes the way the GM sets specific  
127 measurable goals and keeps the board updated.

128 Commissioner Rob Mills expressed that the climate that the GM nurtures in employees  
129 has resulted in a pleasant working environment. It is a pleasure for him to drop in and see  
130 the employees both in the field and in the office enjoying their work. He likes the way the  
131 GM brings all the players together to work collaboratively to achieve goals.  
132 Commissioner Glen Morris supports the GM in participating with SDAO as a Board  
133 member and he likes how the GM has laid the ground work for the future of the Seal Rock  
134 Water District.  
135 Commissioner Karen Otta agreed in everything that had been expressed about the GM  
136 and she expressed that she looks forward to attending the monthly Board meeting.  
137 President John Garcia informed the Board and the GM that he with the help of  
138 Commissioner Rob Mills submitted a nomination to SDAO to nominate the GM for SDAO  
139 Award of Excellence. But because of the recent appointment of the GM to a position of an  
140 SDAO Board Member, he no longer qualifies for the nomination. President John Garcia  
141 requested that the nomination write up be placed in the GM personnel file.  
142 The GM, Adam Denlinger thanked the Board for the positive evaluation and expressed  
143 that leadership comes from the top. He is able to perform his responsibilities successfully  
144 by following the direction from the Board. He also acknowledged the employees that have  
145 been here before he came and that give him support by performing their responsibilities.  
146 It was the consensus of the Board to discuss the GM's step increase at the December 14,  
147 2017 Board Meeting.

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149 Executive Session: None  
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151 Next Board Meeting: December 14, 2017 at 1:30 p.m. Regular Board Meeting. Commissioner Karen Otta will  
152 not be able to attend the Employee Appreciation Luncheon and the Regular Board  
153 meeting.  
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155 Adjournment: Commissioner Garcia adjourned the meeting at 5:15 p.m.

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161 Approved by Secretary Date