

SEAL ROCK WATER DISTRICT
MINUTES OF THE
Regular Board Meeting
July 14, 2016

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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, July, 2016.

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

15 Announcements: None

16 Public Comments: None

17 Consent

18 Calendar: Items on the consent calendar are Invoice lists for June/July 2016; minutes of the June 9,
19 2016 regular board meeting and rate hearing; June/July 2016 Financial Report/Invoices to
20 approve; Project Monitoring Report No. 9; Mocon Corp. Schedule 1 Payment Application
21 No. 8 and Schedule 2 Payment Application No. 8; W.W. Construction Pay Application No.
22 1; Audit Contract Agreement; General Manager's Report. Sandra Mies-Grantham
23 motioned to approve the consent calendar. John Filbert seconded the motion. Motion
24 carried 4-0.
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26 Discussion and
27 Information Item:
28 Emergency Pipeline
29 Replacement:
30 143rd St.

The General Manager reported that he is very pleased with W.W. Construction working on the emergency waterline replacement on 143rd Street. The project is almost completed and the response from the community is positive. The GM talked with the property owner who had the timber cut and hauled out of his property regarding that impacted the water system and the road.

John Garcia asked if it is possible to pave the whole road and have property owners pay for the cost. The cost should be cheaper since all the equipment is already in the area. It was recommend for John Garcia to contact the subcontractor.

31 Oceania Drive: The Oceania Drive project is more involved since the District has to work with USDA-RD
32 for funding through ECWAG (Emergency Community Water Assistance Grant). The
33 District is the second to get approved for this grant in the whole state of Oregon. There
34 was a pre-construction meeting this afternoon where the contract was signed with Norm
35 Wells. The contractor will begin stock piling the materials on a vacant lot next week. This
36 project will be completed parallel with the canal project under phase 3. It will be
37 substantially completed in 60 days and 90 days for final payment. When the project is
38 completed the spit area will have two feed lines.
39

40 Phase 3

41 Improvements Update: USDA, District staff and the engineer are working together to keep the project going.
42 There is a concern that the projects will not be substantially completed by the given time
43 in the contract. Although, the contractor is confident they can finish it on time, the GM is
44 anticipating a time change order may be needed to complete the project. None of the
45 areas have been completed. The pipes are in the ground but not completed as to flushing
46 and line testing. Due to the contractor's inability to flush the line properly a boil notice was
47 issued and retesting of the water was done. It cost the District over \$4,000 to do the extra
48 work to make sure water is safe for the customers. A claim was submitted and MOCON
49 indicated their insurance will pay that claim. The District has no authority to direct means
50 and methods to the contractor. There was a land slide in Huckleberry where the contractor
51 has an agreement with the property owner to dump fill materials. District staff
52 recommended for the contractor to flush the line in large volume because of the quantity
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63 of mud in the line but didn't direct the contractor where to flush the water. The water was
64 dumped into the fill area causing the land slide. The GM met with the property owner who
65 said he didn't want any more fill materials until he talks with a geodetic engineer. The
66 contractor talked with the property owner and he signed an agreement that it is okay to
67 dump the fill material again to his property. The District has a copy of that agreement.
68 The project needs to be completed on time in order for the District to close the loan with
69 USDA to avail the lower interest rate.

70 SRWD Admin and
71 Shop Facility Access: The Fire District purchased Paul Highfill's building and is remodeling it to house the fire
72 trucks and will serve as an office for volunteers. The Fire District's vision is to make the
73 area as a government center for Seal Rock. They want to put a sign like what the District
74 has in the front of the building along with a flag pole. And create a drain area for the road.
75 The paved road from Plover St. to the entrance of the District's shop and office parking
76 areas is narrow. The Fire District will widen the road in front of their building for about
77 \$14,000 to \$20,000 for prep and paving. District staff is concerned about the narrow
78 entrances into the shop and to the office and recommends to widen and pave the south
79 side of the road by 2 feet. The cost is between \$4,000 and \$5,000. There is also a crack
80 on the driveway entrance to the shop that needs to be fixed. This will be an additional
81 cost. Glen Morris motioned to approve to widen and pave the road to the entrance of the
82 shop and office and fix the crack on the driveway entrance to the shop. Sandra Mies-
83 Grantham seconded the motion. Motion carried 4-0.

84 Decision Items:
85 Oregon Ethics Law
86 Policy: The District has an Ethics Law Policy adopted before the Ethics Committee was formed.
87 SDAO recommended adopting the new Oregon Ethics Law Policy. John Garcia motioned
88 to approve the Oregon Ethics Law Policy. Glen Morris seconded the motion. Motion
89 carried 4-0.

90 Reports, Comments,
91 Correspondence:
92 Oregon Coastal
93 Caucus: A meeting was held in the District office last night, July 13 with Doug Hunt and Rosie
94 Shanklin from Senator Arnie Roblan's office. She invited the GM and the board members
95 to the Fifth Annual Oregon Coast Economic Summit which will be held in Coos Bay on
96 August 8-9, 2016. Adam Denlinger will attend the summit.

97 ECWAG Letter of
98 Condition: District staff received a Letter of Condition from USDA-RD for ECWAG grant to fund the
99 Oceania Drive emergency project.

100 SRWD Surplus
101 Vehicle Sale: The surplus truck was sold for \$3,500.

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103 Executive Session: None

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105 Next Board Meeting: August 11, 2016 at 4:00 p.m. Regular Board Meeting.

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107 Adjournment: Motioned by Glen Morris to adjourn the meeting. Garcia adjourned the meeting at
108 4:50 pm.

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117 Approved by Secretary _____ Date _____