SEAL ROCK WATER DISTRICT

 MINUTES OF THE

Regular Board Meeting

January 11, 2018

Call Regular

Board Meeting: Board President John Garcia called the regular board meeting to order at 4:00 p.m., Thursday, January 11, 2018.

Present: John Garcia, Board President; Saundra Mies-Grantham, Secretary; Rob Mills, Member; Karen Otta, Member. Staff: Adam Denlinger, General Manager; Trish Karlsen, Bookkeeper. See sign in sheet for public attendance.

Excused Absences: Commissioner Glen Morris; Office Manager Joy King

Announcements: None

Public Comments: None

Agenda Calendar: Items on the consent calendar are Invoice Lists for December 2017/January 2018; minutes of December 14, 2017 regular board meeting; December 2017/January 2018 Financial Report/Invoices to approve; USDA Phase 3- Project Monitoring Report No. 27; General Manager’s Report. Commissioner Mies-Grantham motioned to approve the consent calendar not including the minutes since Commissioners Mies-Grantham & Otta were not present at the December 14, 2017 board meeting. Motion Seconded by Commissioner Otta. Motion carried 4-0.

Discussion and

Information Items:

Primary Source Water

Project Update:

Funding: IFA/USDA: The General Manager presented a letter to the Board that he received from Business Oregon IFA describing that the district is going to receive a portion of the funding for Phase 4 Beaver Creek Source Water project. The funding agreement includes a loan for $2.451M at 1% for 30 years and a grant for $1.030M. The funding agreement is expected by the end of the month. The District will be receiving the remaining financing for the project as a part of our USDA-RD funding package. USDA-RD has set aside the remainder of the financing for this project, which is a total of $9,049,000. Their commitment right now is a $6.549M loan and $2.5M grant. The General Manager also informed the board that the USDA-RD Project Application is approved and currently in underwriting pending approval of the Letter of Conditions.

Wetlands Delineation: Wetlands delineation is complete and ready for submittal to the Department of State Lands.

Makai Tank

Demolition: The Makai tank was demolished by District crews using specialized equipment over a course of 3 days. This was an opportunity to optimize our workforces to save money on the project.

Recessed Regular

Meeting/

Executive Session: Garcia recessed regular meeting at 4:22 p.m. and called an executive session per ORS 192.660(2)(h) to consult with the District attorney regarding legal rights and duties in regard to current litigation or litigation that is more likely than not to be filed.

Reconvened Regular

Meeting: Commissioner Garcia adjourned the executive session and reconvened the regular meeting at 4:52 p.m. The Board went into executive session to discuss a proposed increase by our water supplier, the City of Toledo, in which the City failed to meet certain conditions of our current contract. After review and discussion, it was the consensus of the Board to direct the District’s Attorney, Jeff Hollen, to draft a letter to the City of Toledo’s attorney that would stipulate that the District will accept the proposed rate increase for purchased water but future increases must meet conditions of the contract. Commissioner Garcia motioned for the District’s attorney Jeff Hollen to draft the letter. Commissioner Mills seconded the motion. Motion carried 4-0.

Decision Items:

Leak Relief Request: Brendi Hargrove, Utility Billing Clerk, presented to the board a letter from a customer, Laura Lively, requesting relief on a large water bill that she received due to high usage. It was the consensus of the Board to approve a One-time Leak Adjustment for the customer. Brendi will work the adjustment up and send it to the customer for her signature before credit can be applied to her account.

Rescheduling of

February Board

Meeting: To allow board members and staff to attend the SDAO Annual Conference in Seaside, the board agreed to reschedule the February board meeting to the 15th.

2018/2019 Budget

Calendar: The proposed budget calendar was reviewed. Commissioner Otta motioned to approve the proposed budget calendar. Commissioner Mies-Grantham seconded the motion. Motion carried 4-0.

2018/2019 Budget

Officer: Commissioner Otta motioned to appoint General Manager, Adam Denlinger as the Budget Officer for the 2018/2019 Budget Session. Commissioner Mies-Grantham seconded the motion. Motion carried 4-0.

SDIS Safety &

Security

Matching Grant: The District was awarded a matching grant from SDAO in order to purchase a garage door for Lost Creek tank site shed building & board room chairs.

Next Board Meeting: February 15, 2018 at 4:00 p.m. Regular Board Meeting.

Adjournment: Motion by Commissioner Otta to adjourn meeting. Commissioner Mies-Grantham seconded the motion. Commissioner Garcia adjourned the meeting at 5:14 p.m.

###### Approved by Secretary Date