

SEAL ROCK WATER DISTRICT
MINUTES OF THE
Regular Board Meeting
November 15, 2018

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7 Call Regular

8 Board Meeting: President John Garcia called the regular board meeting to order at 4:00 p.m., Thursday,
9 November 15, 2018.

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

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16 Excused Absences: None

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18 Announcements: Joy King announced the agenda has been revised adding an item under reports, comments,
19 and correspondence.

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21 Public Comments: None

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23 Agenda Calendar: Items on the consent calendar are Invoice Lists for October/November 2018;
24 May 10, 2018 Board Meeting Minutes; July 12, 2018 Board Meeting Minutes; October 11,
25 2018 Board Meeting Minutes; October/November 2018 Financial Report/Invoices to approve;
26 USDA Project Monitoring Report No. 37; and General Manager's Report. Motioned by
27 commissioner Sandra Mies-Grantham to approve the agenda calendar with the exceptions
28 of the May 10, July 12, regular board meeting minutes. Commissioner Rob Mills seconded
29 the motion. Motion carried 4 – 0. Commissioner Glen Morris abstained from voting since he
30 was not present at the Oct 11 board meeting.
31 Motioned by commissioner Rob Mills to approve the May 10, 2018 board meeting minutes,
32 seconded by commissioner Sandra Mies-Grantham. Motion carried 3 – 0. Commissioners
33 John Garcia and Karen Otta abstained from voting since they were not present at the May 10
34 regular board meeting.
35 Motioned by commissioner Rob Mills to approve the July 12, 2018 regular meeting minutes,
36 seconded by commissioner John Garcia. Motioned carried 3 – 0. Commissioners Karen Otta
37 and Sandra Mies-Grantham abstained from voting since they were not present at the July
38 12 regular board meeting.

39 Discussion and
40 Information Items:

41 Primary Source Water: The Biological Assessment submitted by the District to National Marine Fisheries Service
42 (NMFS) is in 135 mandatory consultative review process. NMFS and USDA are the two
43 federal agencies who are involved with this consultation process. District staff and consultant
44 are in communication with the agencies and will report more at the December board meeting.

45
46 City of Toledo Meeting: The General Manager, Adam Denlinger attended a City of Toledo work session on Nov. 13
47 and reported that the City is in transition with a new City Mayor and 3 new City Councilors.
48 He is encouraged by the conversation he had with the City Council and the incoming City
49 Mayor. The District received the FY 2017-18 draft Trial Balance from the City of Toledo and
50 the whole sale rate calculation showing a reduction from \$3.40 to \$3.24 per one thousand
51 gallons effective January 1, 2019. The City Council has requested for the GM, Adam
52 Denlinger to do a project presentation in a January work session.

53 Mid-Coast Conservation
54 Consortium:

55 As a result of the 2018 Drought Declaration for Lincoln County, the state requires the
56 development of a community conservation consortium and is looking for an agency to take
57 leadership in developing the conservation consortium. SRWD is one of the lead agencies that
58 comprise the Mid-Coast Planning Partnership (MCPPI), who has already identified water
59 conservation as a priority issue. Agencies (City of Newport, Lincoln City, City of Waldport,
60 City of Yachats, and SRWD) who are members of the MCPPI believe that developing a
61 Conservation Consortium would be effective in increasing water conservation awareness,
62 increasing resiliency during drought and emergencies, increasing coordination among water
63 providers, and meeting Water Management and Conservation Plan benchmarks. GSI, Water
64 Solutions, Inc is the consultant who will help in the initial development of the Mid-Coast Water
Conservation Consortium by doing Consortium Research and Analysis and Consortium

65 Framework Development. The estimated cost for these tasks is \$14,000 which will be shared
66 from monetary contribution from each participating agency according to the number of their
67 service connections. SRWD share is \$2,300. The final document – Intergovernmental
68 Agreement of Mid-Coast Water Providers Seeking Development of a Water Conservation
69 Consortium will be ready in January 2019 for approval.

70 GM Performance
71 Review:

72 The GM, Adam Denlinger's Performance Review was conducted in an open meeting.
73 Commissioner Saundra Mies-Grantham expressed that she depends on his feedback and
74 solutions on issues presented to the Board, he is a positive communicator, has gained public
75 trust from the Board and the community, and he practices equity and inclusion in dealing with
76 employees and customers.

77 Commissioner Rob Mills shared his experience as he visits other agencies as a consultant
78 doing assessments. He has encountered difficult situations in both big and small agencies.
79 The District had its own trouble in the past that has been overcome and it is a pleasure for
80 him to come to the office and feel and see the trust among the employees.

81 Commissioner Karen Otta agreed to all that has been said and expressed her concern that
82 the GM might overdo with too much involvement with other responsibilities besides his
83 normal responsibilities as the SRWD General Manager. She suggested to make sure that he
84 finds balance in all that he does.

85 Commissioner Glen Morris thanked the GM for finding the best consultants which made the
86 projects tremendously easy.

87 Commissioner John Garcia expressed how he appreciates the GM in making the place a
88 positive place for the Board, the employees and the customers.

89 Adam Denlinger, GM expressed appreciation for the trust and support the Board gives him.
90 He assured the Board that with all his involvement in the community that he checks his
91 priorities and that he does his best when he is busy and he has the support of the staff.

92 The Board discussed the year end bonus and the GM recommended that instead of giving
93 him the bonus to divide that amount equally to all the employees. It has been a busy year
94 completing the AMI project and all employees work hard in doing their part saving the District
95 money and completed the project under budget. Commissioner Glen Morris motioned to give
96 each employee \$400 as a year end bonus and one step increase for the GM. Commissioner
97 Karen Otta seconded the motion. Motion carried 5 – 0.

98 Decision Items: None

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100 Reports & Comments: A letter from Attorney Traci McDowall on behalf of Lance Stimely was discussed. Mr. Stimely
101 lives in Makai Subdivision and is concerned that the upcoming raw water pipeline that will be
102 installed from Beaver Creek through Kona Place to the District's Makai Tank site will flood his
103 basement. The GM will contact and will have a conversation with Attorney Traci McDowall.
104 He will also prepare a response that will include the engineering plan and will invite Mr.
105 Stimely to review the engineering plan. All the District's projects follow the standards set by
106 statutes and the American Water Works Association (AWWA).

107
108 Special District Award: The GM submitted the District's AMI Project to Special District Association of Oregon (SDAO)
109 for an award consideration and the District was selected to receive the Special District Award
110 Recognition in February 2019 during the Annual SDAO Conference which will be held in
111 Sunriver.

112
113 Annual Luncheon: The Annual Employee Appreciation Luncheon will be on Dec. 13, 2018 at 11:30 am at
114 Georgie's Restaurant.

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116 Adjournment: Commissioner Rob Mills motioned to adjourn the meeting. President John Garcia adjourned
117 the meeting at 5:30 p.m.

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119 Next Board Meeting: December 13, 2018 at 1:30 p.m. Regular Board Meeting.
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127 Approved by Secretary

Date