

ORIGINAL

Report Criteria:

- Detail report.
- Invoices with totals above \$0 included.
- Paid and unpaid invoices included.

| Vendor Name | Invoice Number | Description | Invoice Date | Net Invoice Amount |
|---------------------------|----------------|---|--------------|--------------------|
| 01-1310 | | | | |
| AQ DEVELOPMENT | 101520 | Refund Overpayment Final Bill | 10/15/2020 | 16.55 |
| TWILA HARLAN | 102020 | Refund Overpayment Final Bill | 10/20/2020 | 16.49 |
| Total 01-1310: | | | | 33.04 |
| 01-5080 | | | | |
| BRENDI HARGROVE | 102820 | Health Insurance Deductible Reimbursement | 10/28/2020 | 500.00 |
| Total 01-5080: | | | | 500.00 |
| 01-5271 | | | | |
| CHARTER COMMUNICATIONS | 007859710192 | Internet (Office) | 10/19/2020 | 114.98 |
| Total 01-5271: | | | | 114.98 |
| 01-5272 | | | | |
| AT&T MOBILITY | 10232020 | Wireless | 10/15/2020 | 255.20 |
| Total 01-5272: | | | | 255.20 |
| 01-5280 | | | | |
| XEROX CORPORATION | 011545868 | Xerox 3655X Print Charges | 10/01/2020 | 13.59 |
| XEROX CORPORATION | 011545869 | Xerox 7845 Print Charges (Black) | 10/01/2020 | 13.53 |
| XEROX CORPORATION | 011545869 | Xerox 7845 Print Charges (Color) | 10/01/2020 | 215.30 |
| Total 01-5280: | | | | 242.42 |
| 01-5290 | | | | |
| STAPLES BUSINESS ADVANTA | 8059963415 | Adding machine rolls 2 1/4" 12/pack | 10/10/2020 | 58.68 |
| STAPLES BUSINESS ADVANTA | 8060036521 | Sharpie Permanent Marker, Chisel Point, Black, 4/Pack | 10/17/2020 | 4.71 |
| STAPLES BUSINESS ADVANTA | 8060036521 | Pilot G2 Gel-Ink Pen Refill, Fine Tip, Blue Ink, 2/ Pack | 10/17/2020 | 8.35 |
| STAPLES BUSINESS ADVANTA | 8060036521 | Staples HB Lead Refills, 0.7mm, 90/PK | 10/17/2020 | 2.16 |
| STAPLES BUSINESS ADVANTA | 8060036521 | Pilot G2 Retractable Gel Pen, Fine Point, 0.7mm, Blue Ink, 12/Pack | 10/17/2020 | 10.99 |
| STAPLES BUSINESS ADVANTA | 8060036521 | TRU RED 8.5" x 11" Copy Paper, 20lbs, 92 Brightness, 5000/Cartron | 10/17/2020 | 119.97 |
| STAPLES BUSINESS ADVANTA | 8060036521 | Staples Pastel Multipurpose Paper, 20 lbs., 8.5" x 11", Green, 500/Ream | 10/17/2020 | 5.64 |
| Total 01-5290: | | | | 210.50 |
| 01-5291 | | | | |
| US POSTAL SERVICE - WALDP | 102220 | Bulk Mailing | 10/22/2020 | 876.00 |
| Total 01-5291: | | | | 876.00 |
| 01-5604 | | | | |
| STAPLES BUSINESS ADVANTA | 8060036521 | CRF GRANT: Staples Metal Pen Cup, White | 10/17/2020 | 3.37 |
| STAPLES BUSINESS ADVANTA | 8060036521 | CRF GRANT: Staples Metal Step Sorter, White | 10/17/2020 | 4.50 |
| STAPLES BUSINESS ADVANTA | 8060036521 | CRF GRANT: Staples Stackable Front Loading Letter Tray, Letter Size, White Meta | 10/17/2020 | 9.01 |
| STAPLES BUSINESS ADVANTA | 8060036521 | CRF GRANT: Ethyl Alcohol Wipes, 50/Pack | 10/17/2020 | 2.99 |
| STAPLES BUSINESS ADVANTA | 8060036521 | CRF GRANT: Staples One-Touch 3-Hole Punch, 30 Sheet Capacity, Black | 10/17/2020 | 48.63 |
| STAPLES BUSINESS ADVANTA | 8060036521 | CRF GRANT: HP 414X Black Toner Cartridge, High Yield | 10/17/2020 | 168.66 |
| STAPLES BUSINESS ADVANTA | 8060036521 | CRF GRANT: HP 414X Black Toner Cartridge, High Yield Discount Savings | 10/17/2020 | 9.47- |
| STAPLES BUSINESS ADVANTA | 8060036521 | CRF GRANT: HP 414X Cyan Toner Cartridge, High Yield | 10/17/2020 | 220.38 |

v. fairs

| Vendor Name | Invoice Number | Description | Invoice Date | Net Invoice Amount |
|--------------------------|----------------|---|--------------|--------------------|
| STAPLES BUSINESS ADVANTA | 8060036521 | CRF GRANT: HP 414X Cyan Toner Cartridge, High Yield Discount Savings | 10/17/2020 | 8.85 |
| STAPLES BUSINESS ADVANTA | 8060036521 | CRF GRANT: HP 414X Yellow Toner Cartridge, High Yield | 10/17/2020 | 234.95 |
| STAPLES BUSINESS ADVANTA | 8060036521 | CRF GRANT: HP 414X Yellow Toner Cartridge, High Yield Discsout Savings | 10/17/2020 | 17.50 |
| STAPLES BUSINESS ADVANTA | 8060036521 | CRF GRANT: Ethyl Alcohol Wipes, 50/Pack Discount Savings | 10/17/2020 | .50 |
| STAPLES BUSINESS ADVANTA | 8060036521 | CRF GRANT: HP 414X Magenta Toner Cartridge, High Yield | 10/17/2020 | 217.92 |
| STAPLES BUSINESS ADVANTA | 8060036521 | CRF GRANT: HP 414X Magenta Toner Cartridge, High Yield Discount Savings | 10/17/2020 | .43 |
| STAPLES BUSINESS ADVANTA | 8060036521 | CRF GRANT: Plantronics B825- M Voyager Focus UC Stero Bluetooth Headset | 10/17/2020 | 799.95 |
| STAPLES BUSINESS ADVANTA | 8060036521 | CRF GRANT: Staples Professional Series 1500TF Mesh Fabric Task Chair, Black | 10/17/2020 | 449.99 |
| STAPLES BUSINESS ADVANTA | 8060036521 | CRF GRANT: Staples Professional Series 1500TF Mesh Fabric Task Chair, Black | 10/17/2020 | 120.00 |
| STAPLES BUSINESS ADVANTA | 8060036521 | CRF GRANT: Union & Scale FlexFit Dextley Mesh Task Chair, Black | 10/17/2020 | 249.99 |
| STAPLES BUSINESS ADVANTA | 8060036521 | CRF GRANT: Union & Scale FlexFit Dextey Mesh Task Chair, Black Discount Savi | 10/17/2020 | 68.00 |
| STAPLES BUSINESS ADVANTA | 8060036521 | CRF GRANT: HP 64XL Tri-Color Ink Cartridge, High Yield | 10/17/2020 | 91.76 |
| STAPLES BUSINESS ADVANTA | 8060036521 | CRF GRANT: HP 64XL Tri-Color Ink Cartridge, High Yield Discount Savings | 10/17/2020 | 8.58 |
| STAPLES BUSINESS ADVANTA | 8060036521 | CRF GRANT: Staples 2-Hole Punch, 28 Sheet Capacity, Black | 10/17/2020 | 22.35 |
| STAPLES BUSINESS ADVANTA | 8060036521 | CRF GRANT: Sharp QS-270H 12-Digit Desktop Printing Calculator, White | 10/17/2020 | 548.37 |
| STAPLES BUSINESS ADVANTA | 8060036521 | CRF GRANT: Sharp QS-270H 12-Digit Desktop Printing Calculator, White Discou | 10/17/2020 | 149.70 |
| STAPLES BUSINESS ADVANTA | 8060036521 | CRF GRANT: TRU RED Mailmate 12-Sheet Micro-Cut Shredder | 10/17/2020 | 201.24 |
| STAPLES BUSINESS ADVANTA | 8060036521 | CRF GRANT: NXT Technologies 4-Port USB-C Hub | 10/17/2020 | 42.79 |
| STAPLES BUSINESS ADVANTA | 8060036521 | CRF GRANT: Pilot G2 PenStylus Retractable Gel Ink Pen & Stylus, Fine Point, Bla | 10/17/2020 | 46.90 |
| Total 01-5604: | | | | 2,980.72 |

01-5610

| | | | | |
|----------------------------|--------|------------------|------------|----------|
| CENTRAL LINCOLN P U D. | 102120 | Utility Services | 10/21/2020 | 1,870.21 |
| DAHL DISPOSAL SERVICE, INC | 093020 | Service (Office) | 09/30/2020 | 62.95 |
| DAHL DISPOSAL SERVICE, INC | 093020 | Service (Shop) | 09/30/2020 | 62.95 |
| Total 01-5610: | | | | 1,996.11 |

Grand Totals:

7,208.97

Dated: Oct - 29 - 2020

General Manager: A. Dinkin

Dated: _____

Treasurer: _____

Report Criteria:

- Detail report.
- Invoices with totals above \$0 included.
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|------------------------|----------------|--|--------------|--------------------|
| 01-5291 | | | | |
| UMPQUA BANK CARDMEMBER | 100220GF | Postage: check to R & G Construction | 10/02/2020 | 7.75 |
| Total 01-5291: | | | | 7.75 |
| 01-5630 | | | | |
| UMPQUA BANK CARDMEMBER | 100220GF | Builders FirstSource: Cable Ties 8" 15pk | 10/02/2020 | 2.19 |
| UMPQUA BANK CARDMEMBER | 100220GF | Builders FirstSource: Sign Private Property Plastic | 10/02/2020 | 5.56 |
| UMPQUA BANK CARDMEMBER | 100220GF | Builders FirstSource: Private Property Plastic Sign | 10/02/2020 | 5.56 |
| Total 01-5630: | | | | 13.31 |
| 03-5717 | | | | |
| UMPQUA BANK CARDMEMBER | 100220CPF | Lincoln County Planning: Holding Tank Permit Fee (Phase 4 Beaver Creek Project | 10/02/2020 | 475.00 |
| Total 03-5717: | | | | 475.00 |
| Grand Totals: | | | | 498.06 |

Dated: OCT-29-2020

General Manager: G. J. Janda

Dated: _____

Treasurer: _____

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ORIGINAL

Report Criteria:

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- Invoices with totals above \$0 included.
- Paid and unpaid invoices included.

| Vendor Name | Invoice Number | Description | Invoice Date | Net Invoice Amount |
|-------------------------|----------------|---|--------------|--------------------|
| 01-2011 | | | | |
| OREGON DEPARTMENT OF RE | 093020 | 3rd Quarterly 2020 Unemployment Insurance | 09/30/2020 | 655.84 |
| Total 01-2011: | | | | 655.84 |
| 01-2031 | | | | |
| OREGON DEPARTMENT OF RE | 093020 | 3rd Quarterly 2020 Statewide Transit Tax | 09/30/2020 | 146.60 |
| Total 01-2031: | | | | 146.60 |
| Grand Totals: | | | | 802.44 |

Dated: OCT -23-2020

General Manager: A. Wm

Dated: _____

Treasurer: _____

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6

**SEAL ROCK WATER DISTRICT
MINUTES OF THE
Regular Board Meeting by Zoom Conference Call Only
October 8, 2020**

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7 **Introduction to Remote Meeting:**

8 Adam Denlinger, General Manager, explained that this board meeting is being conducted remotely in order to mitigate the
9 transmission of the novel coronavirus and reduce the risk of COVID-19 illness in accordance with Governor Brown's
10 Executive Order 20-12 to suspend all public gatherings. He further explained that the Board President will call each name to
11 confirm those who are present. After each person hears their name, they need to reply. For each decision item in the
12 agenda that needs to be approved, after discussion and deliberation, the Board President will call each name of the
13 commissioner for their vote. After the commissioners hear their name, he or she will give the vote to the affirmative by
14 saying YES or negative by saying NO.
15

16 **Call Regular Meeting to Order:**

17 President Rob Mills called the regular board meeting to order at 4:03 p.m., Thursday, October 8, 2020.
18

19 **Present:**

20 President Rob Mills confirmed that all commissioners present can hear each other by doing a roll call. Present by Zoom
21 Conference Call were Commissioner Karen Otta, member; Commissioner Deanna Gravelle, Treasurer; Commissioner
22 Sandra Mies-Grantham, Secretary; Commissioner Glen Morris, member; and President Rob Mills. Staff: Adam Denlinger,
23 General Manager; Joy King, Office Manager; Atty. Jeff Hollen, District legal counsel.
24

25 **Excused Absences:** None
26

27 **Announcements/Public Comments:**

28 President Rob Mills asked if there are any announcements. Commissioner Glen Morris replied NO; Commissioner Karen
29 Otta replied NO; Commissioner Deanna Gravelle replied NO; Commissioner Sandra Mies-Grantham replied NO; Office
30 Manager Joy King replied NO; General Manager Adam Denlinger replied NO; President Rob Mills had NO announcement.
31

32 **Consent Calendar:**

33 Items on the consent calendar are Invoice List for September/October 2020; September 10, 2020 minutes of the regular
34 board meeting; September/October 2020 Financial Report; Business Oregon IFA Disbursement Request No. 24; USDA
35 Phase IV PMR No. 4; Contractor's Pay Request No. 4; and General Manager's Report. President Rob Mills asked if each
36 commissioner has reviewed the items on the consent calendar. Commissioner Glen Morris answered YES, Commissioner
37 Karen Otta answered YES; Commissioner Deanna Gravelle answered YES; Commissioner Sandra Mies-Grantham
38 answered YES; President Rob Mills answered YES. Commissioner Karen Otta motioned to approve the consent calendar.
39 Commissioner Glen Morris seconded the motion. President Rob Mills commented on line 61 of the minutes and requested
40 to replace the word "start" with "continue" which the Board agreed. Joy King will make the change. President Rob Mills
41 asked the commissioners for their votes: Commissioner Glen Morris voted YES; Commissioner Karen Otta voted YES;
42 Commissioner Deanna Gravelle voted YES; Commissioner Sandra Mies-Grantham voted YES, and President Rob Mills
43 voted YES. Motion carried 5-0.
44

45 **Discussion and Information Items:**

46 **Source Water Project Update:**

47 The project is going along nicely. The contractor is focusing on completing the intake before or on October 15 when the in-
48 water-work permit will expire. The contractor's next focus is to complete the backfill before pulling the sheet pile and remove
49 the cofferdam which will complete the in-water-work. The contractor also has started laying the pipe in Makai starting at the
50 water treatment plant location. Things are going well and all in compliance with regulations.
51

52 **Decision Items:**

53 The GM found out that there is an available grant from the state level when he attended the SDAO board meeting. SDAO
54 staff worked very hard for the state to make grants from the CARES ACT available to Special Districts. This is a pass-
55 through grant from the Federal level to the State then to local agencies. The total amount of federal award committed to
56 Grantee by the agency is \$250,000 under the Federal award project Coronavirus Relief Fund (CRF) by the US Department
57 of Treasury. The GM asked Trish Karlsen, SRWD bookkeeper to look into the CRF grant and see what the District would
58 qualify for. Trish shared that in her research she found out that the District qualifies for the CRF grant for teleworking items
59 and cleaning/disinfecting products. Since the coronavirus pandemic, administrative employees work from home and use
60 ZOOM technology for meetings and trainings. The monthly board meeting has also been through ZOOM. Some of the items
61 that the District qualifies for are laptops for working from home, iPads for board meetings, office furniture, and small office
62 equipment with the total amount of \$20,221.09. (Please see complete list attached). Some of the items have already been
63 purchased before applying for the CRF grant and will be reimbursed when the District receives the funds. Trish has done an

64 excellent job of researching what the District qualifies for. The CRF grant doesn't include reimbursement for uncollected
65 revenue. The State of Oregon Grant Agreement needs to be approved. Commissioner Glen Morris motioned to authorize
66 the District to execute an agreement with the State of Oregon, Department of Administrative Services to receive CARES Act
67 CRF Grant and authorize the General Manager to execute the agreement. Commissioner Karen Otta seconded the motion.
68 President Rob Mills asked each commissioner for their votes. Commissioner Glen Morris voted YES; Commissioner Karen
69 Otta voted YES; Commissioner Deanna Gravelle voted YES; Commissioner Saudra Mies-Grantham voted YES, and
70 President Rob Mills voted YES. Motion carried 5-0.

71
72 **Wholesale Water Purchased Agreement:**

73 President Rob Mills and GM, Adam Denlinger discussed with the Board the result of their final meeting with Toledo City
74 Mayor, Rod Cross, and CM, Judy Richter regarding their discussion of the short-term water purchase agreement.
75 Consideration for the continued purchase of water through December 31, 2021, includes a monthly base rate of \$5,686.29;
76 \$4.75/1,000 gallons for the first 8,000 gallons; \$5.25/1,000 gallons for the next 6,000 gallons and \$6.00 /1,000 gallons
77 thereafter; \$81,587.15 retroactive payment as a one-time payment due at the time of signing; and \$117,354.33 for minor
78 capital improvements from fiscal year 2017 through fiscal year 2020. \$44,854.33 is due upon signing and \$72,500 due by
79 July 30, 2021. Before the board is a draft Water Purchase Agreement which was presented to the City Council of the City of
80 Toledo. It is a 14-month agreement beginning November 1, 2020, until the project is completed and an option to extend for
81 another year if needed. One condition also is for the District not to profit from the sale of water to the City of Newport. It is
82 the common practice of the District when the City of Newport needs water in an emergency situation the District charges
83 the City what the City of Toledo charges the District plus an administrative fee. Commissioner Karen Otta motioned to
84 approve the Water Purchase Agreement with the City of Toledo. Commissioner Saudra Mies-Grantham seconded the
85 motion. Discussion on the process of the negotiation ensued. Both the City of Toledo and the District didn't have the
86 opportunity to review the draft agreement but the 2020 agreement drafted by the City of Toledo legal counsel is almost the
87 same as the 2012 Water Purchase Agreement. President Rob Mills asked each commissioner for their votes.
88 Commissioner Glen Morris abstained from voting; Commissioner Saudra Mies-Grantham abstain from voting;
89 Commissioner Deanna Gravelle voted YES, Commissioner Karen Otta voted YES, President Rob Mills voted YES. After
90 reconsideration Commissioner Glen Morris voted YES. Motion carried 4 - 1.

91
92 **Municipal Auditor Engagement Letter:**

93 Staff received an Engagement Letter from Signe Grimstad outlining the audit objectives, audit procedures, management
94 responsibilities, and engagement administration. Commissioner Glen Morris motioned to accept and approve the municipal
95 auditor engagement letter. Commissioner Karen Otta seconded the motion. President Rob Mills asked for the vote of each
96 commissioner. Commissioner Glen Morris voted YES; Commissioner Karen Otta voted YES; Commissioner Deanna
97 Gravelle voted YES; Commissioner Saudra Mies-Grantham voted YES, and President Rob Mills voted YES. Motion carried
98 5-0.

99
100 **Reports, Comments, and Correspondence:**

101 The General Manager Annual Performance Evaluation Package has been given to each Board member for their review and
102 the completed Evaluation is due on December 10. The GM will email an electronic copy of the Performance Evaluation to
103 each commissioner.

104
105 **Employee Appreciation Luncheon:**

106 The annual Board/Employee Luncheon will be on Thursday, November 12 at 12:00 p.m. and the regular Board meeting will
107 follow at 2:00 p.m. The GM discussed that because of the coronavirus pandemic the annual Board/Employee Luncheon
108 should be held in a place where social distancing protocol could be followed. Staff will look into hosting it at the Garden
109 Club or the Shop facility. The food will be ordered from Georgie's Restaurant and menus will be available a few days ahead
110 for those who will attend to choose food from the menu. At the time of the luncheon, John Garcia will be given a plaque in
111 recognition of his contribution to the District during his 20 years of service as President of the SRWD Board of
112 Commissioners. Also to acknowledge the retirement of Dave Anderson. Commissioner Karen Otta offered her home as the
113 venue for the luncheon. The GM will coordinate this with staff and commissioner Karen Otta.

114
115 **Recessed Regular Meeting & Call Executive Session to Order:**

116 President Rob Mills recessed the regular board meeting at 5:24 p.m. and called an executive session to order.
117 The SRWD Board will now meet in Executive Session, pursuant to ORS 192.660(2)(h); To consult with legal counsel
118 concerning the legal rights and duties of a public body with regards to current litigation or litigation likely to be filed.
119 Representatives of the news media and designated staff shall be allowed to attend the executive session. All other
120 members of the audience are asked to leave the room. Representatives of the news media are specifically directed not to
121 report on any of the deliberations. No final decisions shall be made in Executive Session.

122
123 **Adjourned Executive Session and Reconvened Regular Board Meeting:**

124 President Rob Mills adjourned the executive session at 6:07 p.m. and reconvened the regular board meeting.
125 Commissioner Saudra Mies-Grantham motioned to authorize the GM, Adam Denlinger, with legal counsel attend the
126 mediation and to enter into a negotiation regarding easement issues contingent upon Board approval. Commissioner Karen

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Otta seconded the motion. President Rob Mills asked each commissioner for their vote. Commissioner Deanna Gravelle voted YES, Commissioner Karen Otta voted YES, Commissioner Sandra Mies-Grantham voted YES, Commissioner Glen Morris was dropped off from the Zoom meeting because of computer issues, but he sent an email letting the Board know that he supports and agrees with the Board's decision; Rob Mills voted YES. Motion passed 5 – 0.

Adjournment: President Rob Mills adjourned the meeting at 6:13 p.m.

Next Board Meeting: November 12, 2020, at 12:00 p.m. Board/Employee Luncheon and Regular Board Meeting at 2:00 p.m.

Approved by Board President

Date:

DRAFT

**SEAL ROCK WATER DISTRICT
MINUTES OF THE
Special Board Meeting by Zoom Conference Call Only
October 22, 2020**

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Introduction to Remote Meeting:

Adam Denlinger, General Manager, explained that this board meeting is being conducted remotely in order to mitigate the transmission of the novel coronavirus and reduce the risk of COVID-19 illness in accordance with Governor Brown's Executive Order 20-12 to suspend all public gatherings. He further explained that the Board President will call each name to confirm those who are present. 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 Special Meeting to Order:

President Rob Mills called the special board meeting to order at 4:09 p.m., Thursday, October 22, 2020.

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 Deanna Gravelle, Treasurer; and President Rob Mills. Staff: Adam Denlinger, General Manager; Joy King, Office Manager; Atty. Jeff Hollen, District legal counsel.

Excused Absences: Commissioner Sandra Mies-Grantham, Commissioner Glen Morris.

Announcements/Public Comments: None

Consent Calendar: None

Discussion and Information Items: None

Decision Items:

Revised USDA G.O. and Revenue Loan Resolutions:

Staff received information from Holly Halligan, USDA Area Specialist that the Revenue Loan part of the interim loan could be closed early for the District to avail a lower interest rate of 1.75%. The target closing date is on November 18. The USDA Loan Resolutions approved and signed on April 10, when the District took out the interim loan need to be revised to include the subgrant amount of \$1,500,000 that USDA approved as an additional grant to the \$2,799,500 the District was already approved of. Commissioner Karen Otta motioned to approve Resolution No. 1020-01 a General Obligation Loan Resolution and Resolution No. 1020-02 a Revenue Loan Resolution, both resolutions authorizing and providing for the incurrence of indebtedness for the purpose of providing a portion of the cost of acquiring, constructing, enlarging, improving, and/or extending the District's Beaver Creek Water Treatment Project. Commissioner Deanna Gravelle seconded the motion. President Rob Mills asked for the commissioners' vote by calling each name. Commissioners Deanna Gravelle voted YES, Karen Otta voted YES, President Rob Mills voted YES. Motion was carried 3 – 0. Bond Counsel is processing all closing documents to be presented at the November 12, 2020, regular board meeting.

Recessed Special Meeting:

President Rob Mills recessed the special board meeting at 4:15 p.m. to go into an executive session.

Executive Session:

The SRWD Board will now meet in Executive Session, pursuant to ORS 192.660(2)(h); To consult with legal counsel concerning the legal rights and duties of a public body with regards to current litigation or litigation likely to be filed. Representatives of the news media and designated staff shall be allowed to attend the executive session. All other members of the audience are asked to leave the room. Representatives of the news media are specifically directed not to report on any of the deliberations. No final decisions shall be made in Executive Session.

Adjourned Executive Session and Reconvened Special Meeting:

President Rob Mills adjourned the executive session at 5:11 p.m. and reconvened the Special Meeting.

Commissioner Deanna Gravelle motioned to authorize the General Manager, Adam Denlinger, to enter into a settlement agreement as described by the memorandum of settlement dated October 12, 2020, between Love Thy Neighbor (LTN) and Majesty, LLC consistent with Resolution No. 0819-01 in the amount of \$150,000. Commissioner Karen Otta seconded the motion. President Rob Mills asked for the commissioners' vote by calling each name. Commissioners Deanna Gravelle

voted YES, Karen Otta voted YES, President Rob Mills voted YES. Motion was carried 3 – 0, recognizing the absence of
Commissoner Morris and Mies Grantham.

Reports, Comments, and Correspondence:

The Board/Employee luncheon on November 12 at 12:00 p.m. will be held at the SRWD Shop. Staff and the Board thanked
commissioner Karen Otta for offering her home as the venue for the luncheon but OSHA released infectious disease
guidelines that make it impossible to have the luncheon at commissioner Karen Otta's residence.

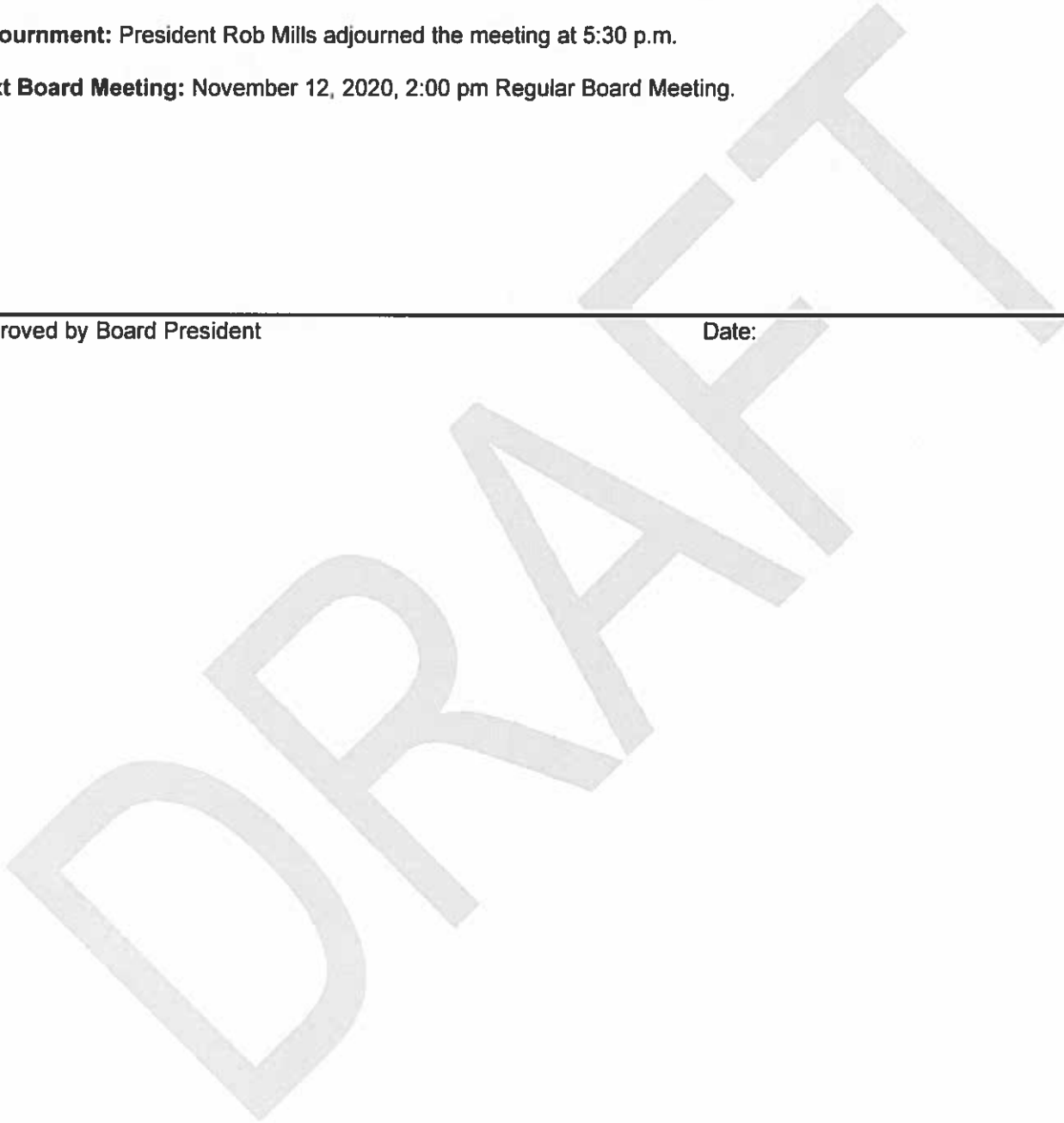
President Rob Mills asked each board member to send him the completed Performance Evaluation of the GM so he can
compile a summary of the evaluation to be discussed at the next board meeting.

Adjournment: President Rob Mills adjourned the meeting at 5:30 p.m.

Next Board Meeting: November 12, 2020, 2:00 pm Regular Board Meeting.

Approved by Board President

Date:



| Monthly Statistics | | Comments | | | |
|---|-------------------------------|--|---|--|--|
| Total customers | 2615 | Includes new connection Less Abandoned / Forfeited meter plus 3 SRWD meters (shop X 2 & office) plus 1 Hydrant meter | | | |
| New connections | 4 | | | | |
| Reinstalls | 0 | | | | |
| Abandonments/Forfeitures/Meter Removed | 0 | | | | |
| Financial Report | Checking/MM | LGIP/PFMA | Fund Balances | Comments | |
| General | \$298,574.96 | \$17,400.42 | \$315,975.38 | | |
| Bond | \$296,395.34 | \$0.00 | \$296,395.34 | | |
| Capital Projects | \$322,340.26 | \$6,128,410.42 | \$6,450,750.68 | \$7,421,586 Interim Loan Proceeds | |
| Revenue Bond | \$2,718.85 | \$51,544.47 | \$54,263.32 | | |
| Rural Development Reserve | \$0.00 | \$63,651.86 | \$63,651.86 | | |
| Dist. Office/Shop Reserve | \$3,613.01 | \$134,978.43 | \$138,591.44 | | |
| Depreciation Reserve | \$0.00 | \$192,638.10 | \$192,638.10 | | |
| SDC (formerly SIP) | \$0.00 | \$517,496.94 | \$517,496.94 | \$1,058,248.50 SDC collections thru 10/31/2020 | |
| Water Source Improvement Rsrv | \$0.00 | \$803,693.45 | \$803,693.45 | | |
| TOTALS | \$923,642.42 | \$7,909,814.09 | \$8,833,456.51 | | |
| General Fund Review | Current | FYTD | Budgeted Amount | Comments | |
| Revenue | \$197,071.55 | 853,228.00 | \$2,746,800.00 | | |
| Expenses | \$187,008.98 | 639,002.66 | \$2,746,800.00 | Contingency \$100,000; Transfers \$173550; Total expenses budgeted \$1,930,630 | |
| Net Gain or (Loss) from Operations | \$10,062.57 | \$214,225.34 | | | |
| Water Sales Revenue Comparison | Month | FYTD | Comments | | |
| Water Sales 2020 | \$155,522 | \$695,604 | Leak Adjustments & Billings Adjustments (YTD = July - June) | | |
| Actual+In Lieu of Water Sales Less H2O CR | \$160,521 | \$715,207 | Less: Billing Adj YTD \$0.00; Leak Adj/Write off YTD \$396.60 | | |
| Water Sales 2019 | \$141,204 | \$306,640 | | | |
| Actual+In Lieu of Water Sales Less H2O CR | \$145,573 | \$674,192 | | | |
| Over or (Under) | \$14,318.20 | \$388,964.17 | TOTAL YTD ADJUSTMENTS \$396.60 | | |
| Gallage Comparison | Current | Prior Year | Cost Comparison | Current | Prior Year |
| Gallons Purchased | 8,954,000 | 7,317,000 | Toledo Charges | \$32,861.20 | \$23,707.10 |
| Gallons Sold (includes accountable loss & intertie) | 8,845,363 | 6,899,678 | SRWD Sales | \$155,482.88 | \$141,203.92 |
| Variance % | 1.21% | 5.70% | Ratio: Sales/Cost | 4.73 | 5.96 |
| | | | City of Newport Intertie Usage | 0 | |
| Gallons Received from City of Toledo | 12,093,000 | | | | |
| Total Gallons Accounted | 11,201,433 | | | | |
| Total Gallons Unaccounted | 891,567 | | | | |
| Water Loss Percentage | 7.4% | | | | |
| Approval To Pay Bills | Payroll 10/9/2020 \$21,633.60 | | Payroll 10/23/2020 \$21,664.85 | | Payroll Term Anderson 10/30/20 \$13,225.57 |
| Month of: | October | (after meetings) | November | | |
| | GF A/P | \$6,807.13 | GF A/P | \$48,548.12 | up to 11/6/2020 |
| | CPF A/P | \$0.00 | CPF A/P | \$0.00 | |
| | Bond Fund | \$0.00 | Bond / Rev Bond Fund | \$289,543.06 | |
| | Depreciation Rsv | \$0.00 | Depreciation Rsv | \$0.00 | |
| | AMI Project-Phase 3 | \$0.00 | AMI Project-Phase 3 | \$0.00 | |
| | MP - Phase 4 (IFA) | \$0.00 | MP - Phase 4 (IFA) | \$469,280.70 | |
| | MP- Phase 4(USDA) | \$475.00 | MP- Phase 4 (USDA) | \$102,856.48 | |
| | MCWPP | \$0.00 | MCWPP | \$8,135.25 | |
| | MCWCC | \$0.00 | MCWCC | \$0.00 | |
| Monthly Accrual Statistics | Beg. Balance | Accrued | Used/Paid | Balance | |
| | 9/30/2020 | | | 10/31/2020 | |
| Office Overtime Hours (2-01) | 0.00 | 8.00 | 8.00 | 0.00 | |
| Field Overtime Hours (2-02) | 0.00 | 1.00 | 1.00 | 0.00 | |
| PTO (3-01) | 2898.07 | 121.86 | 576.47 | 2443.46 | |
| Comp Time (9-01 / 9-02) | 97.42 | 7.50 | 25.63 | 79.29 | |

OBDD Disbursement Request



Recipient: Seal Rock Water District **Project Number:** S18011
Project Name: Water Intake, Treatment and Transmission **Request Number:** 5741-03
Funding Programs: Safe Drinking Water Revolving Loan Fund **Final Draw?** Yes No

Reporting Period: October 1 to October 31, 2020

| (A) Activity | (B) Approved Budget | (C) Prior Disbursements | (D) Current Request | (E) = [B-C-D] Balance | (F) Approved Budget | (G) Other / Matching Funds (Enter Whole Dollars Only) | | (H) Current Expenditure | (I) = [F-G-H] Balance | (J) = [C+D+G+H] Disbursed & Expended | All Funds |
|------------------------------------|------------------------|----------------------------|------------------------|--------------------------|------------------------|---|---------------------|----------------------------|--------------------------|---|-----------|
| | | | | | | Prior Expenditures | Current Expenditure | | | | |
| Design / Engineering/Water Quality | \$1,341,373 | \$1,170,537 | \$4,366 | \$166,470 | 9,549,733 | 898,371 | 178,703 | 8,472,659 | \$1,174,903 | 3,028,074 | 5,000 |
| Construction | 1,951,000 | 1,584,077 | 366,923 | 10,000 | 9,549,733 | 898,371 | 178,703 | 8,472,659 | \$1,174,903 | 3,028,074 | 5,000 |
| Labor Standards | 15,000 | 3,750 | 1,250 | 15,000 | 400,000 | 301,347 | 15,937 | 82,716 | 317,284 | 50,977 | 215,208 |
| Pre-award Consultant, Legal | 95,014 | 95,014 | | | 24,302 | 24,302 | | 826 | 215,208 | | |
| Project Management | 15,000 | | | | 215,208 | 214,382 | | 826 | 60,000 | 116,650 | |
| Land, Easements, ROW | | | | | 139,712 | 79,712 | | | 290,114 | 1,280,800 | 329,122 |
| Geotechnical Evaluations | 26,675 | 26,675 | | | 1,570,914 | 1,280,800 | | | 771,878 | 1,280,800 | 329,122 |
| Permitting and Regulatory Fees | | | | | 1,101,000 | 329,122 | | | 484,767 | | 13,785 |
| Consultant/Legal/Admin | 36,938 | 36,938 | | | 484,767 | 198,079 | | | 484,767 | | 198,079 |
| Interim Loan/Refinancing | | | | | 198,079 | 198,079 | | | | | |
| Tree Clearing | | | | | | | | | | | |
| Contingency | | | | | | | | | | | |
| Construction - Electrical | | | | | | | | | | | |
| Total | \$3,481,000 | \$2,916,991 | \$372,539 | \$191,470 | \$13,697,500 | \$3,339,900 | \$195,466 | \$10,162,134 | \$6,824,896 | | |

Certification: We certify that the data are correct and that the amount requested is not in excess of current needs.

For OBDD Use Only: I have reviewed this request and approve payment to the above mentioned recipient in the amount(s) listed below.

| Authorized Signature & Title | General Manager | 11/12/2020 | Date | Dollar Amount | Funding Type | Funding Program |
|--|----------------------------------|------------|-------------------|---------------|---------------------------|------------------------------------|
| Authorized Signature & Title | Office Manager | 11/12/2020 | Date | \$ | Loan / Grant / Forgivable | (If more than one source of funds) |
| Joy S King | 541-563-3599 | | | \$ | | |
| Project Contact for Payment Notification | Phone Number | | | \$ | | |
| jking@strwd.org / info@strwd.org | | | | | | |
| E-Mail Address | Contract Administrator Signature | Date | Manager Signature | Date | | |

BEAVER CREEK SOURCE WATER PROJECT-Phase IV Modified OR Guide 21

13

updated 7-17-2020

| | | | |
|----------------------------------|--|-----------------|--|
| PROJECT MONITORING REPORT | 1. Type of Request Final <input type="checkbox"/> Partial <input checked="" type="checkbox"/> | 2. Report No. 5 | |
|----------------------------------|--|-----------------|--|

| | |
|---------------------------------------|---|
| 3. REPORT PERIOD Ending 10/31/2020 | 4. BORROWER INFORMATION Name: Seal Rock Water District Address: 1037 NW Grebe Street, Seal Rock, OR 97376 |
|---------------------------------------|---|

| BUDGET ITEMS <small>(All entries under Column "b" must be justified with an attachment) (All entries under column "e" must be documented with an attached invoice)</small> | STATUS OF BUDGET | | | | | | |
|---|---------------------------------------|----------------------|-----------------------|-----------------------|--------------------|-------------------------|-------------------------------------|
| | (a) Budgeted Amounts (from LOC) | (b) Budget Change | (c) Revised Budget | (d) Previous Total | (e) This Period | (f) TOTAL (d)+(e) | (g) Remaining Balance (c)-(f) |
| a. Engineering- Design | \$947,000 | \$91,000 | \$1,038,000 | \$1,037,163 | | \$1,037,163 | \$837 |
| b. Engineering- Membrane Pre-purchase | \$35,000 | \$2,990 | \$37,990 | \$37,990 | | \$37,990 | \$0 |
| c. Engineering- Bid Services | \$45,000 | \$0 | \$45,000 | \$44,997 | | \$44,997 | \$3 |
| d. Engineering- Basic Engineering | \$380,000 | \$27,800 | \$407,800 | \$279,687 | | \$279,687 | \$128,113 |
| e. Engineering- Project Inspection | \$0 | \$403,200 | \$403,200 | \$0 | | \$0 | \$403,200 |
| f. Engineering- Start Up | \$20,000 | \$10,000 | \$30,000 | \$0 | | \$0 | |
| g. Engineering- Software Development | \$0 | \$215,000 | \$215,000 | \$4,438 | | \$4,438 | |
| h. Legal Services/Land Purch. (easements) | \$400,000 | \$0 | \$400,000 | \$301,347 | \$15,937 | \$317,284 | \$82,716 |
| i. Geotechnical Site Investigation | \$51,000 | \$0 | \$51,000 | \$50,977 | | \$50,977 | \$23 |
| j. Surveying | \$26,000 | \$3,962 | \$29,962 | \$29,962 | | \$29,962 | \$0 |
| k. Permitting | \$170,000 | \$45,208 | \$215,208 | \$214,382 | \$826 | \$215,208 | \$0 |
| l. Archeological | \$40,000 | \$0 | \$40,000 | \$0 | | \$0 | \$40,000 |
| m. Bond counsel Services | \$80,000 | -\$32,500 | \$47,500 | \$27,500 | | \$27,500 | \$20,000 |
| n. Interim Interest & Expense | \$360,000 | \$0 | \$360,000 | \$70,886 | | \$70,886 | \$289,114 |
| o. Admin/Legal | \$12,000 | \$10,250 | \$22,250 | \$22,250 | | \$22,250 | \$0 |
| p. Line of Credit Refinance (COT expenses) | \$1,616,500 | -\$429,500 | \$1,187,000 | \$1,187,000 | | \$1,187,000 | \$0 |
| q. Line of Credit Redinance- Interest | \$0 | \$23,914 | \$23,914 | \$22,914 | | \$22,914 | \$1,000 |
| r. Contingency | \$1,306,000 | -\$821,231 | \$484,769 | \$0 | | \$0 | \$484,769 |
| s. Additional IFA Services | \$0 | \$368,558 | \$368,558 | \$269,076 | \$5,616 | \$274,692 | \$93,866 |
| t. Tree Clearing | \$0 | \$13,785 | \$13,785 | \$13,785 | | \$13,785 | \$0 |
| u. Tank Removal | \$0 | \$18,752 | \$18,752 | \$18,752 | | \$18,752 | \$0 |
| v. Construction Costs: | | | | \$0 | | | |
| 1. Contractor R&G | \$8,966,000 | \$1,676,048 | \$10,642,048 | \$2,385,707 | \$545,626 | \$2,931,333 | \$7,710,715 |
| 2. Westech- Membrane Purchase | \$922,000 | -\$23,315 | \$898,685 | \$40,000 | | \$40,000 | \$858,685 |
| 3. Other - Electrical at Intake/WTP. | \$0 | \$198,079 | \$198,079 | \$198,079 | | \$198,079 | \$0 |
| x. TOTAL PROJECT COST | \$15,376,500 | \$1,802,000 | \$17,178,500 | \$6,256,891 | \$568,005 | \$6,824,896 | \$10,353,604 |
| y. Funding Allocation | | | | | | | |
| 1) Business Oregon Loan/Grant | \$3,481,000 | \$0 | \$3,481,000 | \$2,916,991 | \$195,466 | \$3,112,457 | \$368,543 |
| 2) USDA Rev Bond Loan | \$2,547,000 | \$0 | \$2,547,000 | \$2,547,000 | | \$2,547,000 | \$0 |
| 3) USDA GO Bond Loan | \$6,549,000 | \$0 | \$6,549,000 | \$490,900 | \$372,539 | \$863,439 | \$5,685,561 |
| 4) USDA Grant | \$2,799,500 | \$0 | \$2,799,500 | \$0 | | \$0 | \$2,799,500 |
| 5) USDA Sub Grant | \$0 | \$1,500,000 | \$1,500,000 | \$0 | | \$0 | \$1,500,000 |
| 6) Applicant Contribution | \$0 | \$302,000 | \$302,000 | \$302,000 | | \$302,000 | \$0 |
| 7) Interest | | | | | | | |
| z. TOTAL PROJECT FUNDING | \$15,376,500 | \$1,802,000 | \$17,178,500 | \$6,256,891 | \$568,005 | \$6,824,896 | \$10,353,604 |
| aa. Percentage of Completion | | | | 36% | 3% | 40% | 60% |

5. CERTIFICATION
I certify that to the best of my knowledge and belief costs or disbursements shown are in accordance with the terms of the project and that an inspection has been performed and all work is in accordance with the terms of the construction contract.

| | | |
|-----------------|--|--|
| BORROWER | Signature of Authorized Certifying Official Adam Denlinger, General Manager | Date Submitted: 10/9/2020 Telephone: (541) 563-3529 |
|-----------------|--|--|

6. RURAL DEVELOPMENT ACCEPTANCE
This form and attachments have been reviewed and are accepted by Rural Utilities Service unless otherwise noted. This review and acceptance by RUS does not attest to the correctness of the amounts, the quantities shown, or that the work has been performed under the terms of the agreements or contracts.

| | | |
|--------------------------------|--|---|
| RURAL UTILITIES SERVICE | Signature of Authorized Certifying Official Holly Halligan, Area Specialist | Date Submitted: Telephone: (541) 801-2682 |
|--------------------------------|--|---|

Date of Issuance: October 27, 2020
 Owner: Seal Rock Water District
 Contractor: R&G Excavating, Inc.
 Engineer: Jacobs Engineering Group
 Project: Phase IV Beaver Creek Water Supply

Effective Date: October 27, 2020
 Owner's Contract No.: D3362301
 Contractor's Project No.: 2003
 Engineer's Project No.: D3362301
 Contract Name: Phase IV Beaver Creek Water Supply

The Contract is modified as follows upon execution of this Change Order:

Description: Change order credit due to substitution request for using existing tan clay material in the pipeline trench for the gravel access road from Kona Street to the Makai Site. The tan clay layer is acceptable to use in the layer 10 inches above the top of the RW and FW pipelines to bottom of gravel surfacing. Contractor to place gravel over the top of the tan clay layer as the final surface restoration. Substitution request is also to use bentonite material as the cut off walls in lieu of the concrete. The change order reflects a credit to the District for these substitutions.

Attachments: *Bentonite Invoice and Materials Calculation*

| CHANGE IN CONTRACT PRICE | CHANGE IN CONTRACT TIMES [note changes in Milestones if applicable] |
|--|--|
| Original Contract Price: <u>\$ 10,690,000</u> | Original Contract Times: Substantial Completion: <u>July 22, 2021</u> Ready for Final Payment: <u>August 24, 2021</u> days or dates |
| Decrease from previously approved Change Orders No. 1 to No. 4: <u>\$ 47,951.65</u> | -(Increase) - (Decrease) from previously approved Change Orders No. <u>1</u> to No. <u>4</u> : Substantial Completion: <u>0</u> Ready for Final Payment: <u>0</u> days |
| Contract Price prior to this Change Order: <u>\$ 10,642,048.35</u> | Contract Times prior to this Change Order: Substantial Completion: <u>July 22, 2021</u> Ready for Final Payment: <u>August 24, 2021</u> days or dates |
| Decrease of this Change Order: <u>\$ 6,849.36</u> | -(Increase) - (Decrease) of this Change Order: Substantial Completion: <u>0</u> Ready for Final Payment: <u>0</u> days or dates |
| Contract Price incorporating this Change Order: <u>\$ 10,635,198.99</u> | Contract Times with all approved Change Orders: Substantial Completion: <u>July 22, 2021</u> Ready for Final Payment: <u>August 24, 2021</u> days or dates |

| | | |
|--|---|----------------------------------|
| RECOMMENDED: | ACCEPTED: | ACCEPTED: |
| By: <u>J.K.K.</u> By: <u>A. Denlinger</u> By: <u>[Signature]</u> | Engineer (if required) | Owner (Authorized Signature) |
| Title: <u>Jennifer Koch, Project Engineer</u> | Title: <u>Adam Denlinger, General Manager</u> | Title: <u>Operations Manager</u> |
| Date: <u>October 27, 2020</u> | Date: <u>11-5-2020</u> | Date: <u>10/27/2020</u> |

Approved by Funding Agency (if applicable)
 By: [Signature] Date: 11/5/2020
 Title: Area Specialist, USDA Rural Development

EJCDC® C-941, Change Order.

Contractor's Application for Payment No. 5


| | | | |
|-----------------------|---|---------------------------|------------------------------------|
| To (Owner): | Seal Rock Water District | From (Contractor): | R&G Excavating, Inc. |
| Project: | Phase IV Beaver Creek Water Supply Seal Rock, Oregon | Contract: | Phase IV Beaver Creek Water Supply |
| Owner's Contract No.: | D3362301 | Contractor's Project No.: | 2003 |
| Application Period: | 9/26/2020 thru 10/25/2020 | Application Date: | 10/25/2020 |
| Via (Engineer): | Jacobs | Engineer's Project No.: | D3362301 |

**Application For Payment
Change Order Summary**

| Approved Change Orders | Number | Additions | Deductions |
|------------------------------------|------------|-------------|---------------------|
| 1 | \$0.00 | \$0.00 | |
| 2 | \$3,372.86 | \$0.00 | |
| 3 | \$0.00 | \$60,524.00 | |
| 4 | \$9,199.49 | \$0.00 | |
| TOTALS | | \$12,572.35 | \$60,524.00 |
| NET CHANGE BY CHANGE ORDERS | | | -\$47,951.65 |

| | |
|---|-------------------|
| 1. ORIGINAL CONTRACT PRICE | \$ 110,690,000.00 |
| 2. Net change by Change Orders | \$ -47,951.65 |
| 3. Current Contract Price (Line 1 ± 2) | \$ 110,642,048.35 |
| 4. TOTAL COMPLETED AND STORED TO DATE (Column F total on Progress Estimates) | \$ 33,085,613.80 |
| 5. RETAINAGE: | |
| a. 5% X \$2,538,326.11 Work Completed | \$ 126,916.31 |
| b. 5% X \$47,287.69 Stored Material | \$ 2,364.38 |
| c. Total Retainage (Line 5a + Line 5b) | \$ 129,280.69 |
| 6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c) | \$ 32,931,333.11 |
| 7. LESS PREVIOUS PAYMENTS (Line 6 from prior Applications) | \$ 32,385,706.63 |
| 8. AMOUNT DUE THIS APPLICATION | \$ 5545,626.48 |
| 9. BALANCE TO FINISH, PLUS RETAINAGE (Column G total on Progress Estimates + Line 5.c above) | \$ 57,710,715.24 |

Contractor's Certification
The undersigned Contractor certifies, to the best of its knowledge, the following:
(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interests, or encumbrances); and
(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor Signature: 
By: Gilda Ireland, Operations Manager
Date: 10/27/2020

Payment of \$ 5545,626.48
(Line 8 or other - attach explanation of the other amount.)

is recommended by: Jennifer Koch, Jacobs Engineering 10-29-20
(Date)

Payment of \$ 5545,626.48
(Line 8 or other - attach explanation of the other amount.)

is approved by: Adam Dealinger, GM Seal Rock Water District _____
(Date)

is approved by: Holly Halligan, USDA Arva Specialist _____
(Date)



PO Box 190 – 1037 NW Grebe Street – Seal Rock, Oregon 97376
 Phone: 541.563.3529 – Fax 541.563.4246 – Web: www.srwd.org

Seal Rock Water District

General Manager's Report:
 Board Meeting November 12, 2020

This report is an executive summary provided with this Board agenda to Commissioners with recommended actions if any. Detailed information, staff reports, and supporting materials are provided within the full agenda packet.

PHASE-IV SOURCE WATER PROJECT:

District staff and engineer along with funding partners from USDA-RD meet bi-weekly with R&G Excavating to discuss project schedule and status. As you can see by the attached photographs the contractor has made significant progress in the last 30-days installing the remaining pipeline through tax lot-500. Work at the water treatment site continues with the preparation on the reservoir footings. Raw, and freshwater pipeline has been installed in the access road from the Makai Community to the WTP site.

INTAKE SITE:

This month in-water work at the intake site was completed. Contractor removed the sheet pile shoring on the 14th of October. The airburst piping was installed, along with the pump shroud support, intake screen, and screen piping. The pump shrouds were set on the 8th. The erosion matting and willows were installed in the in-water area.



Seal Rock Water District is an Equal Opportunity Service Provider and Employer.

Adam Denlinger, General Manager

adenlinger@srwd.org

www.srwd.org

FORCE MAIN:

Contractor continues installing the force main piping up the access road to the treatment site. Grinding and pavement were completed on Beaver Creek Road, along with the striping. Work progressed along Tax Lot 500. Work began on the clearwell tank foundation with cutting out the structure and compacting around the ringwall.

**COVID-19 ONGOING DISTRICT RESPONSE:**

The District continues to comply with Governor, Kate Brown's Executive Orders, and the Lincoln County proposed Phase-2 reopening restrictions which went into effect on September 29th. Oregon OSHA will adopt temporary rulemaking (infection disease regulations) for Oregon employers which will go into effect in early November. Proposed regulations will likely require additional restrictions and compliance for district employees and customers. Until further notice, the District office remains open to the public by appointment only. We continue to encourage customers and staff to follow the CDC recommendations on social distancing by avoiding public places and limiting personal contact in the community. Out of an abundance of caution, the following protocols remain in effect:

- November Regular Board Meeting will be in person for the first time since February 2020.
- All non-essential travel by district representatives has been canceled.
- SRWD is encouraging district staff and customers to practice social distancing and follow measures provided by the CDC to stop the spread of coronavirus.
- Customers are encouraged to pay their bill online at www.XpressBillPay.com or call 1-855-603-9201, use our payment drop box located outside our office at 1037 NW Grebe Street, or mail payments to our PO Box 190, Seal Rock, OR 97376. Customers are also encouraged to enroll in the My Water Usage Customer Portal at biy.ly/mywaterusage.
- Temporary immediate suspension of delinquent turn-offs. This action will be reevaluated by the Board monthly. District has contacted those customers that are behind, encouraging them to make payment arrangements.
- Late fees and turn off/on fees have been suspended through October 2020.

Seal Rock Water District is an Equal Opportunity Service Provider and Employer.

Adam Denlinger, General Manager

adenlinger@srwd.org

www.srwd.org

Implementing these measures continues to reduce exposure to COVID-19 for our customers and staff. Like most municipal water suppliers throughout the state, we do not anticipate any disruption in service. We encourage anyone interested in learning more to please visit the CDC website for more information and updates on COVID-19 at www.cdc.gov/COVID19. We look forward to everyone staying healthy and getting back to normal as soon as possible.

OTHER NOTABLE ACTIVITIES FOR THE MONTH INCLUDE:

- Attended on-site Beaver Creek water quality field data collection with GSI Consultants.
- Attended SDAO/SDIS joint Board meetings November 5th and 6th.
- Meet with representatives from SDAO and OSHA to discuss infectious disease rulemaking affecting special districts in Oregon.
- Attended several video conferences with engineers, contractor, and USDA to discuss submittals and schedule for on-site work on the Beaver Creek Source water project.
- Attended several meetings with OWRD representatives to the MC-WPP
- Attended the November Oregon Water Utility Council (OWUC) meeting.
- District auditor was on-site at the district office for 2-days conducting a field review of financial information.