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## Seal Rock Water District

General Manager's Report:  
 Board Meeting August 13, 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 met with R&G Excavating at the bi-weekly meeting to discuss project schedule and status. While the contractor spent several days staging and prepping the area at the intake site, the real work necessary to construct the intake could not start until July 1<sup>st</sup>. As you can see by the attached photographs the contractor has made significant progress in the last 30-days completing the installation of the cofferdam and setting several of the pilings in place for the foundation of the intake structure and pipe gallery. Work at this site is subject to the in-water work schedule and must be completed by September 15<sup>th</sup> of this year and we are on schedule.



*Beaver Creek intake piling installation and pump can installation August 3, 2020:*

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

Adam Denlinger, General Manager

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Raw water pipeline along North and South Beaver Creek Roads is advancing concurrently with the intake structure. Contractor has installed approximately half the piping in the roadway. This includes the 14-inch raw waterline, 4-inch fresh waterline, three 3-inch electrical conduits, and the 3-inch communication conduit. Installation of the raw water pipeline on Beaver Creek Road, up to Tax Lot-500 is expected to be completed in the next 3-weeks.



*Beaver Creek Source Water Project, Raw Water pipeline installation along Beaver Creek Road:*

Work at the Water Treatment Plant site consists of grading in preparation for the installation of the 500,000 Gallon Reservoir (clear well). Subcontractor is scheduled to begin this work mid to late August.

#### **Beaver Creek Source Water Project Milestone Schedule:**

<b>Milestone Number</b>	<b>Description</b>	<b>Substantial Completion (Calendar Days from Notice to Proceed)</b>	<b>Computed Date</b>
NA	Notice to Proceed	NA	April 30, 2020
1	Completion of IWW at Intake and Outfall		September 15, 2020
2	Beaver Creek Pipe Install		October 1, 2020
3	WesTech Delivery		November 11, 2020
4	Substantial Completion of Entire Contract	448	July 22, 2021
5	Final Completion of Entire Contract	480	August 24, 2021

**COVID-19 ONGOING DISTRICT RESPONSE:**

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The District continues to comply with Governor, Kate Brown's Executive Orders, and the Lincoln County Phase-1 reopening restrictions. The District office is 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:

- All non-essential meetings of 10-persons or more will be held using the district video conference call system.
- August Regular Board Meeting will be hosted by video conference call.
- 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](http://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](http://biy.ly/mywaterusage).
- Temporary immediate suspension of delinquent turn-offs through the August billing cycle. 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 August 2020.

Implementing these measures will 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](http://www.cdc.gov/COVID19). We look forward to everyone staying healthy and getting back to normal as soon as possible.

**NEW VEHICLE PURCHASE:**

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While the task of purchasing new vehicles was very unusual and difficult the district was successful at purchasing three new vehicles in July. District staff visited several dealerships in an effort to replace proposed vehicles. Due to the COVID-19 conditions (restrictions), this task was more difficult than expected, and in the end, vehicles were purchased through two separate dealerships. While the district was able to stay under budget and generally received exceptional value for the purchase and trade-ins of surplus vehicles. The Inventory of new and used equipment meeting the district's specifications was very limited. The result included in the purchase of the following replacement vehicles:

1. 2019 Dodge RAM 1500 Pickup = Purchase price \$38,000 – List price \$45,650.00
2. 2020 Jeep Pickup = Purchase price \$45,395 – List price \$52,545.00
3. 2020 Toyota Pickup = Purchase price \$41,000 – List price = \$44,000.00

Vehicles are being equipped with safety equipment and placed into service.

**OTHER NOTABLE ACTIVITIES FOR THE MONTH INCLUDE:**

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- Attended on-site Beaver Creek water quality field data collection with GSI Consultants.
- Attended kick-off meeting with consultant to provide the MC-WPP facilitation and planning writing services.
- Staff attended a series of Cascadia Water System Resilience video presentations
- Provided input to SDAO Legislative Committee regarding a joint letter to Members of the Joint Special Committee on Coronavirus at the state capitol.
- Meet with representatives from SDAO and OSHA to discuss infection 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.
- Attended several meetings with OWRD representatives to discuss transition of the MC-WPP from the City of Newport to the District.
- Staff provided access to district property for Loss Control and Property Inspection by the District insurance company, WHA.
- Attended 2021 SDAO Conference Committee meeting.