

**SEAL ROCK WATER DISTRICT  
MINUTES OF THE  
Regular Board Meeting  
by Zoom Conference Call and In Person  
September 19, 2024**

**Introduction to Remote Meeting:**

SRWD held this meeting through Zoom video conferencing and in-person. Due to the limited capacity for in-person meetings, the public was encouraged to attend the meeting electronically.

**Present:**

Present in person in the board room were Commissioner Rob Mills, Board President; Commissioner Karen Otta, Treasurer; Commissioner Sandra Mies-Grantham, Secretary; Commissioner Glen Morris, Member; Commissioner Paul Highfill, Member; and Attorney Jeff Hollen, Legal Counsel. Staff: Adam Denlinger, General Manager; Joy King-Cortes, Office/Finance Manager; Trish Karlsen, Bookkeeper.

**Excused Absences:** None

**Call Regular Meeting to Order:**

President Rob Mills called the regular board meeting to order at 4:04 p.m., Thursday, September 19, 2024, and introduced the commissioners and staff present in the board room. No member of the public was in attendance in person. The public present on Zoom were Jon French and Rob Barnhill.

**Announcements/Public Comments:**

President Rob Mills asked if there were any announcements. Commissioner Glen Morris had no announcement; Commissioner Karen Otta had no announcement; Commissioner Sandra Mies-Grantham had no announcement; Commissioner Paul Highfill had no announcement; General Manager, Adam Denlinger had no announcement; Joy King-Cortes, Office/Finance Manager had no announcement. Trish Karlsen, Bookkeeper had no announcement; Attorney Jeff Hollen had no announcement; and President Rob Mills had no announcement.

**Public Comments:**

President Rob Mills asked the public who attended through Zoom if they had any comments. Jon French had no comment but announced that he sent an email to the district to notify Adam Denlinger that the class was canceled so the tour of the water treatment plant is canceled. Rob Barnhill was having technical difficulties and wasn't able to make a comment.

**Consent Calendar:**

Items on the consent calendar are the Aug./Sept. 2024 Invoices List for approval; the August 8, 2024, Regular Board Meeting minutes; Financial Report, USDA Project Monitoring Report No. 48; and the General Manager's Monthly Report. President Rob Mills asked if each commissioner reviewed the consent calendar items. Commissioner Glen Morris answered YES; Commissioner Paul Highfill answered YES; Commissioner Karen Otta answered YES; Commissioner Sandra Mies-Grantham answered YES; and President Rob Mills answered YES. Commissioner Karen Otta motioned to approve the consent calendar. Commissioner Sandra Mies-Grantham seconded the motion. The motion passed unanimously.

**Discussion and Information Items:**

**Water Treatment Plant Update:**

Water condition at the intake is typical this time of the year. The Water Treatment Plant is operational and produces water but has been having a problem with the heating element. Typically, the heating element has a life of 10-15 years but in the district's case, it is only lasting for 6 months. District staff are working with the engineers, Westech technicians and suppliers in trying to figure out why the heating element is prematurely failing. One of the heating elements was sent to a metallurgist in Arizona for evaluation to determine why it was failing prematurely. The metallurgist's report will help inform the operators and engineers regarding what is causing the heating element to fail so that the engineer and staff can fix the problem. There will be a meeting with the heating element manufacturer and the staff on Wednesday, Sept. 25.

**Decision Items:** None

**Executive Session:**

President Rob Mills recessed the regular board meeting at 4:10 p.m. to go into an 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 regard 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

62 media are specifically directed not to report on any of the deliberations. No final decisions shall be made in the Executive  
63 Session.  
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65 **Adjourned the Executive Session:**

66 President Rob Mills adjourned the executive session at 4:57 p.m. and reconvened the regular board meeting.  
67 Commissioner Karen Otta motioned to authorize the district to execute a conditional settlement agreement with R & G  
68 Excavating, Inc. with substantially the same terms to those submitted to the board and included in the minutes and  
69 authorize the General Manager to sign the agreement, and pay application as described in the settlement agreement.  
70 Commissioner Glen Morris seconded the motion. The motion was passed unanimously.  
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72 **Adjournment:** Commissioner Glen Morris motioned to adjourn the meeting. Commissioner Sandra Mies-Grantham  
73 seconded the motion. President Rob Mills adjourned the meeting at 5:00 p.m.  
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75 **Next Board Meeting:** October 10, 2024, at 4:00 p.m. Regular Board Meeting.  
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Approved by Board President

\_\_\_\_\_ Date: