

**MINUTES**  
**La Pine Water District**  
**Board of Commissioners Meeting**  
**September 24, 2002**

Those present were LWD Board members BarbeAnn Nelson-Dodson, Kitty Shields, James Newton, Brian Earls and Richard Pelissey. Also present were Dick Nored, H.G.E., Ron Cogswell, H.G.E., Jim Gustafson, La Pine Rural Fire Protection District, and Donna Blatnik, LWD Admin. Assistant.

A quorum was established and President BarbeAnn Nelson-Dodson called the meeting to order at 1:12 p.m.

**Minutes of previous meetings:** Richard Pelissey made a motion to approve the minutes of the September 10<sup>th</sup> and September 18<sup>th</sup>, 2002 Board of Commissioners meeting as presented. Second by Kitty Shields. **Motion carried.**

**Guests:** Ron Cogswell, H.G.E., updated the Board on the progress of construction. The fence should be completed today, September 24; they are waiting for screen for Well #2; line is being laid on Reed Road; Ron is waiting to receive a construction schedule from Bill Booker Construction; the Federal construction sign (project sign) has been put up; there are 2 – 20' lifts on the tanks and 2 more were unloaded Monday, September 23; Jack Robinson & Sons will work weekends in order to complete the project in a timely fashion.

Jim Gustafson, La Pine Rural Fire Protection District, came by to discuss the letter presented to the Board by Jim Court on September 18, 2002. Mr. Court does not agree with the \$100 per month out of district fee for fire department water usage. Mr. Gustafson stated that no water has been taken out of the district in the past few months and it would not be fair to charge for out of district water use when none may be used. Mr. Court and Mr. Gustafson would like to be notified when the Board has it's regular meetings. BarbeAnn asked that Mr. Court and Mr. Gustafson make a written request to be notified of future meetings.

Dick Nored, H.G.E., came to answer any questions the Board may have. Kitty Shields asked why we were being billed for the work done for the new Bi-Mart. Dick told the Board the Bi-Mart would reimburse the District for any fees incurred during construction.

**Old Business:**

Ordinance 2001-1 (as revised) vs. Resolutions 2001-3, 2001-4 and 2001-6: Kitty reported that as a result of her conversation with Carrie Connelly on September 17, 2002, the Board would need to start from scratch on these Resolutions. R.U.S. has sent us original copies and Kitty and BarbeAnn will begin revising them. Kitty will scan them and send a copy to Donna Blatnik for editing purposes.

LIGI Land Purchase: BarbeAnn reported that she has sent a copy of the Sale Agreement sent to us by Leland Smith to Ken Durrell at R.U.S. for his review and to make revisions as necessary. We received Land Use Applications from H.G.E on this property. Brian Earls made a motion that upon approval of the Sale Agreement from Ken Durrell, payments of

\$980.00 and \$1,015.00 will be remitted to the Deschutes County Planning Division. Seconded by Richard Pelissey. **Motion carried.**

Lee Blake/Assisted Living: Kitty reported that Lee Blake phoned her on September 17, 2002 regarding reimbursement for his ownership of the existing water lines. Kitty told Mr. Blake the Board needs to receive a letter from his attorney stating reasons for reimbursement and his ownership of these lines.

Frontier Ad Postings: BarbeAnn explained to Donna the procedure for meeting announcements in the Frontier Advertiser. Announcements are to include a list of main agenda items.

**New Business:**

Update Bank Signature Cards: All Board members will go to Community First Bank after the meeting to sign a new signature card.

A motion was made by Richard Pelissey to send new signatures to LGIP in order to remove Cindee Gannon and replace her with Donna Blatnik. Seconded by James Newton. **Motion carried.**

New Administrative Assistant: Donna's rate of pay will be the same as the previous Admin Assistant (\$10.00 per hour). A new contract will be made up for Donna. Time cards will need to be signed by a board member before turning over to Advantax for preparation of payroll.

**Payment of Bills:** Kitty made a motion to pay all bills presented to the Board, with the exception of H.G.E., pending verification of procedures from Ken Durrell, R.U.S. Seconded by Richard Pelissey. **Motion carried.**

**Correspondence List:** The correspondence list was reviewed. Dick Nored will handle letters received from the Oregon Water Resources Dept regarding Permit G-13444 and the completion of forms attached (forms need to be returned to OWRD by October 17, 2002. Donna will complete the 2002 Compensation Survey sent by the Local Government Personnel Institute (SDAO) (needs to be completed and returned by November 4, 2002).

Meeting adjourned at 2:26 p.m.

Respectfully submitted by:

Donna Blatnik  
Admin. Assistant  
La Pine Water District