

**MINUTES**  
**La Pine Water District**  
**Board of Commissioners Meeting**  
**January 14, 2003**

Those present were LWD Board members BarbeAnn Nelson-Dodson, Kitty Shields, Richard Pelissey, James Newton and Brian Earls. Also present were Neal Russell, Jim Court, Jim Gustafson, Stu Martinez, Sylvia Shields, Dick Nored and Donna Blatnik, LWD Admin. Assistant.

A quorum was established and President BarbeAnn Nelson-Dodson called the meeting to order at 1:00 p.m.

**Minutes of previous meetings:** Brian made a motion to approve the minutes of the January 7, 2003 Board of Commissioners meeting as presented. Seconded by Kitty. **Motion carried.**

**Old Business:**

Ordinance 2003-1: The second reading of the Ordinance took place.

Jim Court asked for clarification on the adoption procedures to ensure it was legal to adopt the Ordinance after changes had been made since the first reading. BarbeAnn assured him the District was following guidelines given by the District's attorney.

Jim had issues with various parts of the Ordinance which were addressed as follows:

1. Section 8 – Mandatory Connection: Jim is concerned that the 60 day connection period will not be enough time for everyone to get connected. He feels this may pose a financial burden to some customers. BarbeAnn assured him the District would bend that rule if it becomes necessary. Kitty stated that not all customers will receive their connection notice at the same time, they will probably be staggered.
2. Section 8, last paragraph: Jim asked how it was up to the District whether or not people could continue to use their private wells for irrigation, lawn watering, etc. He felt customers should not need to ask permission from the District and suggested striking the clause that reads “with the approval of the Board”. The new paragraph now reads: “A customer may continue to use their private well for outside domestic watering purposes including irrigation, watering of lawns and gardens and providing water to livestock (except in instances where livestock are used for commercial and/or industrial purposes).” All Board members agreed with the change.
3. Section 20 – Service Interruptions: He stated his understanding of broken lines and such, but if the District is shutting down the system on purpose for maintenance, notice should be given to the Fire District and buildings with sprinkler systems. He felt the paragraph should be amended to reflect his concerns. Dick stated this issue should be addressed as a policy decision to be made later. Kitty felt it should be dealt with in a resolution. Brian, James and BarbeAnn all agreed that it should be

addressed in a policy and left in the Ordinance. Jim also suggested using “out of service” signs. Kitty stated her desire for the District to get together with the Fire District and address the policies that will need to be adopted.

4. Section 36 – Fire Hydrants, subsection a. Operation: Jim would like to see a policy adopted to accommodate temporary service in case of a fire that requires the Fire District access to hydrants. BarbeAnn, Kitty, Brian and James all agreed a policy needed to be adopted. Dick stated that since hydrants aren’t metered, there won’t be much temporary service.

Jim also asked about the status of the District’s resolutions mentioned in the Ordinance. BarbeAnn informed him that resolutions would be complete hopefully within the next month.

Jim asked to discuss Resolution 2001-4 and the \$100.00 per month fee for water used outside the District’s boundaries for fire suppression. The original estimate of 400 to 500 feet of line from Huntington Road to the area behind the fire station was incorrect. Jim had the distance measured and it is 140 feet. At the \$35.00 per foot cost previously discussed, the new cost would be \$4,900.00. BarbeAnn stated that the District might be willing to pay \_ of the cost to install the line. Dick said 6” line would be fine for the 140 feet, as far as pressure in the line goes. Kitty said the reason the Board denied the previous proposal made by Jim was that the cost was too high. Dick will work with the subcommittees to come up with a plan.

Billing Software Training Update: Donna spoke with Dan Bagan of Continental Billing and he suggested giving her a 1 to 2 hours training session either over the phone or on-line to get her started inputting customers into the system. The board felt this would be fine. Dan also told Donna that as many people as we wanted could attend the on-site training sessions.

Construction Update: Bill Booker Construction probably won’t come back to work on the project until March.

Dick informed the Board that in order to paint the tank, temperatures would need to be at least 40 degrees and rising. The tank would take approximately 2 weeks to paint and may be painted in April.

The pumps have been installed. Electricity needs to be connected.

Additional hydrants need to be installed on Russell Road.

Brian told Dick about large holes in front of TJ’s Quickstop. Dick said Stan Russell would take care of the holes.

Stu asked how hydrants to be installed in the future would be paid for. BarbeAnn told him SDCs would be used for such improvements to the system.

Stu also wanted to know what the District’s procedure was on charges for reconnecting after shut off for non-payment. BarbeAnn explained the charges for reconnect would be the past due amount plus \$27.34 per month during the time the water was disconnected.

**New Business:**

SDAO Annual Meeting: Brian asked Donna to check into whether the District can attend the budget portion of the meeting and use loan funds to pay for it. Donna will contact Ken Durrell.

New Letterhead: Donna presented the Board with a new version of letterhead for the District. The Board agreed it was OK.

**Payment of Bills:** Brian made a motion to pay all bills as presented to the Board. Seconded by James. **Motion carried.**

**Correspondence List:** The correspondence list was reviewed.

Meeting adjourned at 2:09 p.m.

Respectfully submitted by:

Donna Blatnik  
Admin. Assistant  
La Pine Water District