

MINUTES
La Pine Water District
Board of Commissioners Meeting
January 28, 2003

Those present were LWD Board members BarbeAnn Nelson-Dodson, Kitty Shields, Richard Pelissey and Brian Earls. Also present were Jim Gustafson and Donna Blatnik, LWD Admin. Assistant.

A quorum was established and President BarbeAnn Nelson-Dodson called the meeting to order at 1:02 p.m.

Minutes of previous meetings: Richard made a motion to approve the minutes of the January 28, 2003 Board of Commissioners meeting as presented. Seconded by Kitty. **Motion carried.**

Old Business:

Resolutions: Due to inconsistencies in Resolution 2001-3 regarding meter sizes, Donna will contact Dick Nored to find out the sizes and costs of meters.

2001-4 – this resolution will be tabled until the meeting between the subcommittees is held February 11.

2003-1 – motion made by Richard to adopt this resolution. Seconded by Kitty. **Motion carried.**

2003-2 – motion made by Richard to adopt this resolution. Seconded by Kitty. **Motion carried.**

Billing Software Training Update: Donna informed the Board she had talked to Dan Bagan regarding training for the billing software. Mr. Bagan will give Donna 1 to 2 hour training session on February 5 over the phone to get her started on entering customers information into the system. On March 12 he will give Donna and anyone else interested on-site training, starting at 9 am.

Construction Update: Since Dick and Ron were unable to attend today's meeting, there is no construction update, other than ODOT's requirement that we move water line on Hwy 97 in front of the ODOT substation to accommodate their installing a VMS sign.

New Business:

Medical/Dental Insurance Rates through SDAO: Donna provided each Board member with an information packet received from Rex Lesueur regarding insurance rates for medical/dental/life insurance through SDAO. The rate for an employee and family will run approximately \$700 to \$800 per month, depending on plan selected. Many plans have lower rates that include only the employee.

Surplus Equipment: Jim Gustafson told the Board about surplus equipment that is available through sales ran by the State of Oregon. He will see if he can find information and pass it on to Donna. Donna will also do some research on this as we need to purchase a service truck.

Budget Training at SDAO Annual Conference: Kitty made a motion to pay for Brian and Donna to attend the budget law training held in Eugene at the SDAO Annual conference. Seconded by Richard. **Motion carried.**

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

Correspondence List: The correspondence list was reviewed.

Meeting adjourned at 1:56 p.m.

Respectfully submitted by:

Donna Blatnik
Admin. Assistant
La Pine Water District