

MINUTES
La Pine Water District
Board of Commissioners Meeting
February 11, 2003

Those present were LWD Board members Kitty Shields, Richard Pelissey and Brian Earls. Also present were Jim Gustafson – Fire Marshall LPRFPD, Jim Court – Fire Chief LPRFPD, Sam Olson – TC1, Dick Nored – HGE and Donna Blatnik, LWD Admin. Assistant.

A quorum was established and Vice President Brian Earls called the meeting to order at 1:07 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: Tabled pending changes. Jim Court stated his concerns with the Fire Flow Testing charge (\$100.00) on Resolution 2001-3 and the Out of District Water Charge (\$100.00 per month) on Resolution 2001-4.

Fire District Water Charges – Subcommittee Meeting: Due to BarbeAnn's absence from today's regular meeting, the Board will vote next meeting on the proposal made by Jim Court.

Billing Software Training Update: Dan Bagan of Continental Billing Corp. did not call Donna on February 5 as scheduled. She contacted him and they rescheduled for February 14.

Construction Update: Construction on Hwy 97 is almost complete. After crews have completed work on Hwy 97 they will move to the north end of Huntington Road and work south. Dick anticipates being able to paint the inside of the tank in March.

Dick told the Board that a piece of line was cut and moved for the ODOT VMS sign project. The line will be replaced after the sign project is complete.

New Business:

Sam Olson, TC1 – Well Restoration: Sam attended a seminar regarding the restoration of old wells and shared some information with the Board. He noted several ways to ensure proper care of new wells such as keeping good records, knowing the kinds of sediment in the area and being aware of strange smells in the water. He also stressed the importance of keeping up on well maintenance as it helps reduce electric costs. He also said having the pumps and wells accessible for maintenance and repair are very important. He told us that Bart McKee of Springfield Utility Board would help us set up a maintenance plan.

Office Space/Construction of Office: Brian spoke with BarbeAnn about rebidding the construction of an office for the District. BarbeAnn told Brian she feels we need to do this as soon as possible. Kitty agreed that an office needs to be handled soon or it may be a long time until the District can afford it. Dick told the Board that the extra money saved by not building an office at this point could be used for the Wickiup project and thought that this was what the Board previously decided to do. He told the Board that the District should received an additional \$300,000 in grant money from the Farm Bill. He stated that the booster station is all that is being built on the property on Hinkle Way. The idea of getting a modular office may be feasible.

Dick suggested that it might be best to rebid the Wickiup project to get a better price on construction.

The Board asked that the topic of Office Space also be on the next agenda.

Equipment Needed to Purchase with Loan Money: Donna told the Board that 2 pieces of locating equipment need to be purchased while we still have loan money. A motion was made by Kitty to purchase the underground locators presented to the Board by Donna. Seconded by Richard. **Motion carried.**

Clean-Up of Board Members Binders: The Board felt is was ok to toss out the information in these binders as an official meeting minutes binder is kept current in the office.

Purchase of Shelves for Office: This will not be necessary until the issue of office space is resolved.

Petty Cash: A motion was made by Richard to approved \$30.00 for petty cash. Seconded by Kitty. **Motion carried.**

Payment of Bills: Kitty 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 2:47 p.m.

Respectfully submitted by:

Donna Blatnik
Admin. Assistant
La Pine Water District