

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

Those present were LWD Board members BarbeAnn Nelson-Dodson, Kitty Shields, Richard Pelissey, James Newton and Brian Earls. Also present were Sylvia Shields, Loree Campbell, Lorin Berry, Jim Court – Fire Chief LPRFPD, Jim Gustafson – Fire Marshall LPRFPD, Dick Nored – HGE 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 February 25, 2003 Board of Commissioners meeting as presented. Seconded by James. **Motion carried.**

Old Business:

Fire District Proposal: BarbeAnn would like to have a meeting between both Boards to discuss the Fire District's proposal. Kitty will attend the regular meeting at the Fire District tonight to ask for a meeting between both Boards.

Jim Court asked if the District rejected the proposal. BarbeAnn answered yes since only 2 people are usually needed to perform hydrant testing and it may be difficult for the both districts to schedule times when they can work on hydrant testing together. She also stated that 3 other water districts were contacted and all said that only 2 people are needed for testing.

Jim stated that the insurance benefit to annex the Water District's tanks into the Fire District would drastically lower the cost of insurance. Kitty stated this was not necessarily true. BarbeAnn said Kitty and Donna spoke with Rex Lesueur and he quoted us a cost difference that was less significant.

Resolutions: Richard made a motion to adopt Resolution 2001-3. Seconded by James. **Motion carried.**

Richard made a motion to adopt Resolution 2003-1. Seconded by Kitty. **Motion carried.**

Resolution 2001-4 was tabled until a meeting between both Fire District and Water District Boards could be held.

Construction Update: Dick stated that pipe on Huntington Road should be finished this week. The sheetrock is done on the well house and they will be painting today. The color on the well house will be Dusty Green and the color for the tank will be Clover after a vote from the Board was taken.

Brian made a motion to accept Option 1 of the office building plans submitted by Dick, with an extension of the storage room. Seconded by Richard. **Motion carried.**

New Business:

Loree Campbell (Harvest Hut): Mrs. Campbell is concerned about having only 1 meter installed in the building where her business is since there is more than one business located there. She would like a separate meter for each business if possible. BarbeAnn informed Mrs. Campbell that each business is charged for water usage based on the EDUs for that particular business. Kitty stated that initially the District felt 1 meter per building would be the way to go and that the property owner would be responsible for charging tenants for their water usage.

BarbeAnn told Mrs. Campbell that the District would provide her with a list of the EDU breakdown per business so she can charge her tenants accordingly. She told Mrs. Campbell that the expense for installing more than 1 meter would be higher to the property owner. Mrs. Campbell will contact Donna to get a list of the EDU breakdown.

Dick stated that Ron Cogswell would contact Mrs. Campbell to determine where the services should be located.

BarbeAnn asked Mrs. Campbell to please direct people with complaints to the Water District.

Lorin Berry (carwash on Huntington Road): Mr. Berry is concerned about how much he will be charged for water used at his carwash. Donna stated she spoke with Ken Durrell and he suggested setting an EDU charge, then re-evaluating that charge in 1 year to determine the actual amount of water used.

Mr. Berry asked if customers would need to pay for water immediately after being notified they have 60 days to hook up. BarbeAnn stated that customers do not pay for water until they are hooked up, provided they do so within the 60-day period. The District will be lenient with this rule for people who encounter problems making the deadline. Mr. Berry asked when water would be available. BarbeAnn informed him that the tank still needs to be painted and it's hard to tell when water will be supplied.

Dick said a decision should be made regarding services to buildings or properties.

Sylvia Shields stated she has a home being removed from property she owns at 16516 Wm Foss Road and does not want it to have a meter. BarbeAnn told her that was fine, no meter would be installed. Ron will be informed that no meter is to be installed on that property.

BarbeAnn would like the District's customers to be happy and would like Ron to try to find out if possible how many meters customers would prefer to have installed. She feels number of meters installed should be the customers' decision.

James stated that we can't ask all property owners and that we should only install 1 per property.

Kitty thought Ordinance 2003-1 meant 1 meter per building that uses water.

Brian stated it is cheaper to go with 1 to each property.

Richard feels that since customers are charged per EDU, extra meters aren't necessary.

BarbeAnn asked if a property owner wants 2 meters are they installed at no cost to them?

Kitty and Brian felt they should be installed at no cost to the property owner for each building on a single tax lot.

James felt customers should be charged for each meter if they want more than 1 installed.

BarbeAnn said it was decided previously that each commercial building would receive 1 meter. Kitty agreed.

Dick asked if there is more than 1 home on a property, should each home receive a meter. BarbeAnn said yes. Dick stated that 1 meter per home will be installed unless directed otherwise by the property owner.

Mrs. Campbell asked why customers couldn't pay for what they use. She feels it may be more expensive the way the District has set it up. BarbeAnn told her our fees are actually cheaper than a lot of other areas, including Bend.

Sylvia asked if it would be possible to install services for her properties off of Evans Way. She stated service for Kitty's property should come in off of Wm Foss. Dick said that should work fine. All Board members agreed, with the exception of Kitty. She abstained from voting due to her relation to the property owner.

Brian made a motion to serve the Sylvia Shields' properties off of Evans Way. Seconded by Richard. **Motion carried.**

Dick asked about pursuing easements for Telegraph Road. BarbeAnn asked that this be tabled so that the Board can think about it. Donna will put on the next meeting's agenda.

Bank of America – Note Due Date Extension: Donna informed the Board that Bank of America would extend the due date of our note until December 1, 2003. Brian made a motion to extend the due date of the note to December 1, 2003. Seconded by Richard. **Motion carried.**

Letter of Conditions for Wickiup Junction: BarbeAnn asked what if people at Wickiup Junction don't want water? Dick said it would be OK to back out. There would be no penalties and the money just goes back to the government. He also stated that Deschutes County might pay to complete Drafter Road. Dick would like to at least provide water the Moose and Elk Lodges.

Kitty asked if there was a minimum amount the District needs to match in funds for Wickiup. Dick said no, the project is 100% funded, but approximately \$150,000 from existing funds will be needed to complete the project.

Dick also stated that public meetings would need to be held, but it looks like there's 100% support from the people who would be served at Wickiup.

Brian made a motion to accept the Letter of Conditions for the Wickiup project. Seconded by Richard. **Motion carried.**

Purchase of Vehicle from Terrebonne WD: Tabled until next meeting.

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

Correspondence List: The correspondence list was reviewed.

Meeting adjourned at 2:41 p.m.

Respectfully submitted by:

Donna Blatnik
Admin. Assistant
La Pine Water District