

**MINUTES**  
**La Pine Water District**  
**Board of Commissioners Meeting**  
**March 25, 2003**

Those present were LWD Board members BarbeAnn Nelson-Dodson, Kitty Shields, Richard Pelissey and Brian Earls. Also present were Chris Schreiber – Wickiup Junction, Dick Nored – HGE and Donna Blatnik, LWD Admin. Assistant.

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

**Minutes of previous meetings:** Brian made a motion to approve the minutes of the March 11, 2003 Board of Commissioners meeting as presented with changes. Seconded by Richard.  
**Motion carried.**

**Guests:** Chris Schreiber of Wickiup Junction came in to talk about the possibility of water being supplied to Wickiup Junction by the District. BarbeAnn told him the District would need to have a meeting with residents and business owners from Wickiup Junction and then annex the area into the District. The cost to have water and mandatory connection will be explained to residents and business owners. She told Chris the cost of the project would be approximately \$800,000. BarbeAnn told Chris that as soon as we know where and when a meeting will be held, the District would let him know.

Brian asked Dick if the LSSD charges customers to hook up to the sewer. Dick was pretty sure they didn't charge. Dick suggested having the customer pay for the cost from the water main to the structure including the meter.

Chris asked if the District would set up a payment plan for the initial cost to hook up. BarbeAnn told him yes.

Donna will prepare a survey for Chris to distribute to customers in the Wickiup Junction area. The survey will ask if they want the District to supply water to them, if they're willing to pay the monthly cost and if the cost to connect (\$300-\$500) is reasonable. Chris will return them to Donna for the April 8 meeting.

Dick made sure the Board knew there was an old water system on the frontage road that serves the customers from Dairy Queen to Les Schwab and that the District may have a problem with Gordy and whomever is running the old water system. Dick also explained that Deschutes County might provide funds to the project since they want Drafter Rd. to be included in the project.

**Old Business:**

Telegraph Road Easements: BarbeAnn explained that since our loan/grant from RD won't allow the District on private property, the District is unable to install line on Telegraph Road. Brian and Richard agreed. Kitty abstained from voting due to a conflict of interest. Dick suggested the

District keep the easements we receive and don't worry about getting easements from people we are unable to locate or who won't provide them to the District. BarbeAnn would like Donna to continue working on them when she has spare time.

Lee Blake/ALA Reimbursement Request: BarbeAnn reiterated the fact that Neal Russell told Lee Blake that he might be able to get reimbursed if a customer connected to Neal's system through Lee Blake within 3 years. This didn't happen. BarbeAnn doesn't want to continue paying legal fees to fight this problem. Brian felt Lee Blake and/or his attorney should be encouraged to attend a meeting, but that the District's position is this is between Lee Blake and Neal. BarbeAnn feels the District should wait until Lee Blake and/or his attorney attend a meeting and would like no correspondence on this issue with our attorney. She then read the letter the District sent to Mike Gentry (attorney for Lee Blake) on November 13, 2002.

Kitty suggested re-sending a copy of the November 13, 2002 letter and having Neal send a letter to Lee Blake's attorney.

Dick told the Board that Lee Blake had illegally hooked up the Prairie House expansion to Neal's system.

BarbeAnn would like Neal to send a letter to the District explaining the situation and send a copy to Lee Blake with a letter from us, including a copy of the November 13, 2002 letter.

Amended Letter of Conditions: BarbeAnn signed the Letter of Intent for the amended Letter of Conditions. Donna will forward to Ken Durrell. BarbeAnn and Kitty signed the first Letter of Intent, Letter to Obligate Funds and Operating Budget last week and Donna forwarded them to Ken Durrell.

Resolution 2001-4: Richard made a motion to adopt Resolution 2001-4, Monthly Service Charges. Seconded by Brian. **Motion carried.**

Construction Update: Dick reported that crews are laying line on Coach Road. Painting the tanks could start very soon, depending on the weather and we could be on-line with water in a month.

Dick suggested sending a letter to Bi-Mart requesting payment for SDCs. He's unsure if there are 6 or 7 EDUs for Bi-Mart, but will check.

The architects and engineers are working together on the high school. We need to know where the middle school and elementary school would like their services. Paul Eggleston won't provide any information. Brian told Dick to speak with Jim Rehburg, Vice Principal of La Pine Middle School as he may help.

Dick explained that the high school would like 10" line on either side of the driveway and will provide meters at 3 locations on school property.

Dick asked the Board to consider how much in SDCs will be charged to the school for the new construction of classrooms and an auditorium. He reminded the Board that the auditorium is for community use and to consider possibly not charging an SDC. There should be a total of 9 EDUs for the new classrooms and auditorium.

**New Business:**

Increase Size of Water Line on Coach Rd and 1<sup>st</sup> Street.: Prior to today's meeting, a request was made by Dick to increase the size of water line on Coach Rd from 10" to 12" and from 8" to 10" on 1<sup>st</sup> Street west of Stillwell at a cost of approximately \$7,000. Donna called and polled board members. BarbeAnn, Kitty, Brian and James all agreed to the size increase. Richard was unavailable.

Increase of Hours for Admin. Assistant: Kitty made a motion to increase the District's hours of operation to 9 am to 2:30 pm. Seconded by Brian. **Motion carried.** Kitty made a motion to give Donna a \$0.25 raise beginning the pay period March 16-March 31, 2003. Seconded by Richard. **Motion carried.**

Intergovernmental Agreement between the District and Deschutes County for Collection of SDCs: BarbeAnn thought Deschutes County Planning Division would provide water customers will SDC information. She feels it would be a problem if the County charged the incorrect SDC because they were unfamiliar with the amount of EDUs a particular building may have. Kitty feels if the District has control, customers pay their SDCs or don't get hooked up to the system.

Donna found the date the District had previously agreed would be the cut off date for SDCs. The date is August 1, 2001. Customers who obtained building permits on or after that date must pay SDCs to the District. Donna will find out from the County if they can provide us with a list of these customers.

Dick suggested the District have an intergovernmental agreement with the sewer district to ensure EDUs are consistent between both districts.

Budget Committee: BarbeAnn asked Donna to find out about budget committee rules for special districts.

**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 2:55 p.m.

Respectfully submitted by:

Donna Blatnik  
Admin. Assistant  
La Pine Water District