

**MINUTES**  
**La Pine Water District**  
**Board of Commissioners Meeting**  
**April 29, 2003**

Those present were LWD Board members BarbeAnn Nelson-Dodson, Kitty Shields, Brian Earls and James Newton. Also present were Dick Nored – HGE, Larry and Ann Keele 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:** James made a motion to approve the minutes of the April 8, 2003 Board of Commissioners meeting as presented with changes. Seconded by Brian. **Motion carried.**

**Guests:** Larry and Ann Keele attended today's meeting to express their interest in having water provided to Wickiup Junction. They are looking at developing an RV Park in the Wickiup area and asked how long until water can be provided to them. Dick stated that water should be available by the middle of next year if all goes as planned. They asked that the District contact them if they can help out in any way and provided the Board with the phone number.

**Old Business:**

Final Documents for Note Due Date Extension: The District received the final documents to extend the due date for the note with Bank of America. Brian made a motion to accept the documents and have Kitty and BarbeAnn sign them. Seconded by James. **Motion carried.**

Loan/Grant Approval from USDA for Wickiup Junction/Surveys: BarbeAnn would like to have a meeting with the Wickiup Junction community. She will contact the owner of the bowling alley in Wickiup and see about setting up a meeting for Monday, May 12. James stated that the property owners must bring up annexation and signatures must be obtained.

The Board also discussed when the SDC cut-off date for Wickiup should be. They agreed that the SDC cut off date should be the annexation date.

The issue of charging customers who hook-up to the water system late was discussed. No decision was made.

James suggested talking to Deschutes County to see about being notified when people request building permits in our District.

BarbeAnn and Donna will put together an information sheet for Wickiup customers.

Billing Software Update: Donna asked the Board at what point the District should assess the late fee of \$15.00. The Board agreed to begin assessing late fees if the balance owing is more than \$25.00.

Office Building: Dick presented the Board with changes to the plans for the office building. The ceilings are 7' instead of 9' and the buildings are more evenly laid out. All Board members agreed on the new plans. BarbeAnn proposed that Dick speak with Ron Robinson of Jack Robinson & Sons to see if his company is interested in building the office. If not, the office will be re-bid.

Construction Update: Plans on the pump station are actually reversed. Dick changed the wall height from 12' to 9'4".

Dick reported that painting on the inside of the reservoir will be completed today and the outside should be done by Monday or Tuesday of next week (May 5 or 6).

Tapani Underground will come and test within the next month.

Donna will put the hiring of an operator on the next meeting's Agenda.

\*BarbeAnn left the meeting at 2:48, Brian took over.\*

Dick reported there is a broken hydrant on Morson Street that will be repaired soon.

He also reported that well no. 2 has a vibration and it will be worked on this week.

### **New Business:**

Breakdown of HGE Billings: Kitty has concerns with the accuracy of the bills we receive from HGE after hearing of a discrepancy on a bill received by LIGI that included a project billing for the District. BarbeAnn asked Donna to contact Sharon at HGE and ask if she could provide a more detailed breakdown on bills for as far back as she could reasonably go. Donna reported that Sharon is working on it.

Introduction Letter to Customers: Donna presented the introduction letter the District will send to our customers. Brian made a motion to accept the letter and send it to customers. Seconded by James. **Motion carried.**

HB 3298 – Changing Water Rights Ownership: Kitty asked Donna to send a letter to the Oregon Water master asking for an explanation of this bill. Dick feels this bill is a way to clean up the State of Oregon's books.

Letter to Community First – allows Donna to check on transfers: Donna asked the Board to send a letter to Community First requesting she be given access to check on balances, transfers and make transfers between accounts. The Board agreed to have her draft a letter and get their signatures.

Date for Budget Committee Meeting: The Board agreed to hold the Budget Committee Meeting on May 27, 2003. James stated that if the committee approves the budget it could be adopted at the same meeting. Donna will contact budget committee members and let them know of the meeting date.

New Neighborhood: The developer in charge of the New Neighborhood (Pahlisch Homes) asked to purchase 500 SDCs from the La Pine Special Sewer District. Dick suggested that if we are asked the same question, we should say no. All Board members agreed. Dick stated the New Neighborhood wants to share the cost of the water line to Wickiup.

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

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

Meeting adjourned at 2:56 p.m.

Respectfully submitted by:

Donna Blatnik  
Admin. Assistant  
La Pine Water District