

**MINUTES**  
**La Pine Water District**  
**Board of Commissioners Meeting**  
**June 24, 2003**

Those present were LWD Board members BarbeAnn Nelson-Dodson, Kitty Shields, Brian Earls and James Newton. Also present were Steve Cox – HGE, Larry Armstrong 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:** Kitty made a motion to approve the minutes of the June 10, 2003 Budget Hearing meeting as presented. Seconded by James. **Motion carried.** James made a motion to approve the minutes of the June 10, 2003 Board of Commissioners meeting as presented. Seconded by Kitty. **Motion carried.**

**Old Business:**

Construction Update: Steve reported the tank would be drained to approximately \_ to accommodate replacement of the damaged overflow pipe. BMT will begin work the week of June 30. They will cut a hole in the top of the reservoir, pull the old pipe out and put the new stainless steel pipe in. The hole they cut in the top will be made into an access hatch. Steve feels we could be serving water to Neal Russell's customers within 2 \_ to 3 weeks.

Booker is installing the remainder of the hydrants, paving and installing services.

**New Business:**

Resolution 2003-03 – FY03-04 Budget Adoption: James made a motion to adopt Resolution 2003-3 adopting the FY03-04 budget. Seconded by Brian. **Motion carried.**

Election Results: Brian made a motion to accept the amended abstract results from the May 20, 2003 election. Seconded by James. **Motion carried.**

Bill to Bi-Mart for SDCs: Donna presented the Board with a copy of the letter to be sent to Bi-Mart explaining SDCs due to the District. BarbeAnn would like a bill sent along with the letter. Donna reported she is unable print a bill due to problems with the printer and QuickBooks. The Board agreed on the letter to send to Bi-Mart.

BarbeAnn also stated the need to amend the plans review fee, currently set at 2% of the project cost. Steve suggested having the ordinance read the plans review fees would be 2 or 3 times the fees incurred by the District, not to exceed 2% of the total project cost. Donna will contact other water districts to find out their procedure on this. BarbeAnn asked all Board members to please think about ways to solve this problem.

Leasing Operator from City of Bend: Donna spoke with Roger Prow of the City of Bend about the possibility of leasing one of the City's operators, Corey Mastrud. Roger feels leasing an operator to us would be an administrative headache as far as paying an hourly rate and factoring in vacation time, benefits and PERS retirement. He suggested we either hire Corey part time or full time. Roger will talk with Corey and see if they can come up with a reasonable solution. Gary Burnett of the Health Department is also in the process of trying to find grant funds for the District to hire an operator. He will speak with Ken Durrell and will get back to Donna when he has some more information.

BarbeAnn also brought up the fact that Donna's job description will need to be amended to accommodate the changing scope of her job. This will be discussed at a later time.

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

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

Meeting adjourned at 1:46 p.m.

Respectfully submitted by:

Donna Blatnik  
Admin. Assistant  
La Pine Water District