

MINUTES
La Pine Water District
Board of Commissioners Meeting
September 30, 2003

Those present were LWD Board members Dennis Carter, Brian Earls and James Newton. Also present were Sylvia Shields, Kitty Shields, Irene Yager, Larry Armstrong, Dick Nored – HGE, Dave Crider – Operator and Donna Blatnik – Operations Manager.

A quorum was established and Vice President James Newton called the meeting to order at 1:04 p.m.

Minutes of previous meetings: Brian made a motion to approve the minutes of the September 9, 2003 Board of Commissioners meeting as presented. Seconded by Dennis. **Motion carried.**

Guests:

James asked the guests if anyone had anything to bring before the Board. None did.

Old Business:

Ordinance 2003-1: The first reading of the Ordinance took place. No comments. The second reading will take place at the October 14, 2003 meeting.

Resolution 2001-4: Changes to Resolution 2001-4 – Monthly Service Charges were read. The only change made was to add water trucks at a charge of \$5.00 per 1,000 gallons of water. Dennis made a motion to accept the revision and adopt Resolution 2001-4. Seconded by Brian. **Motion carried.**

Construction Update: Dick reported that all the cross-connections are completed and the remaining meters are being installed. Dick would like the Board to tour the system before the work is complete.

Huntington Meadows – plans ready to accept. All tests are fine and there was no drop in pressure.

Booster Pump Station – almost complete, needs roof and paint.

Dave asked that the District use Andy Newton when he is not available. The Board agreed. Dave also stated the need to check water heaters to make sure they show pressure and temper on the pop-off valve. We cannot force people to change, but we still should make them aware of the problem.

New Business:

Award of Office/Shop Project: Brian made a motion to award the office/shop project J. Crouch Construction, pending approval of Rural Utilities Services. BarbeAnn will sign documents on behalf of the District. Seconded by Dennis. **Motion carried.**

Billing – Tenant vs. Property Owner: Dennis explained sewer's policy on billing tenants. They bill the tenant as a courtesy to the property owner. If the tenant is 3 months late, the bills automatically go to the property owner and will remain the property owner's responsibility. Donna stated in Ordinance 2003-1 it states the property owner won't be notified until the tenant is late.

Pro-Rated Billing for First Month: Donna asked if the Board would consider allowing her to bill tenants for a partial month if they activated their service after the 15th of the month. All Board agreed customers who connect on the 1-15th will be billed for a full month and customers connecting on the 16th or later will be billed for half a month.

Notice to Customers Re: Bad Test Results: Donna reported that notices have been sent out to all customers connected to the water system.

Connection Extension for Snowbirds: The Board agreed that part-time residents could be granted a 6-month extension to connect.

Raise/Increase in Hours for Donna: Prior to this meeting, all Board members agreed to give Donna at \$0.25 per hour raise and increase her hours to 6 per day.

Meters at La Pine Schools and Bi-Mart: Need easements so that meters can be read and maintained since they are on private property.

Payment of Bills: Dennis 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 2:03 p.m.

Respectfully submitted by:

Donna Blatnik
Operations Manager
La Pine Water District