

MINUTES
La Pine Water District
Board of Commissioners Meeting
January 13, 2004

Those present were LWD Board members BarbeAnn Nelson-Dodson, James Newton, Dennis Carter and Brian Earls. Also present: Ed Hildebrandt, Kitty Shields, Gordon Wanek, Dick Nored – HGE, Dave Crider – District Operator and Donna Blatnik – Operations Manager.

A quorum was established and President BarbeAnn Nelson-Dodson called the meeting to order at 1:05 p.m.

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

Guests:

Gordon Wanek inquired as to how customers are charged, flat rate or metered. BarbeAnn explained the District uses a flat rate and overage billing system. Mr. Wanek asked the Board if they would consider lowering JoAnne Santos' (La Pine Barber) from 2 EDUs to 1. BarbeAnn explained that if the District reduces the EDUs and in the future they are increased back to 2, Mr. Wanek would be liable for an SDC for 1 EDU of \$1,405.00. She further explained that the rates were set up with the help of the Federal government and couldn't be changed. Mr. Wanek asked Dennis if the Sewer District would be willing to lower the EDUs for Ms. Santos. Dennis said sewer would only lower the rate if a sink has been removed.

Mr. Wanek asked why Joe's Barber Shop in the La Pine Square mall is charged for 2 EDUs. Donna stated that Sherry Evertson with the Sewer District explained that there was someone living there and the Sewer District increased the EDUs from 1 to 2. Mr. Wanek asked Dennis why the Sewer District would not directly bill Athens Salon in the La Pine Square. Dennis explained sewer policy regarding the billing of tenants and property owners.

Mr. Wanek ask the Board to please consider billing the tenants or at least send a letter to each customer stating what their month charges would be.

BarbeAnn told Mr. Wanek that she and Donna would do a personal letter as a courtesy to him. Ed Hildebrandt stated he was under the impression that the District could bill each tenant. BarbeAnn stated that is not possible at this time.

Mr. Wanek would like to have one of his meters at Aspen Alley moved to a location that will allow easier connection. Donna and Dave will work on an estimate to move the meter.

Old Business:

Agreement with Deschutes County for Contract Water: Donna presented the Board with the Agreement she prepared. Dennis made a motion to accept, sign and forward the Agreement to Deschutes County. Seconded by James. **Motion carried.**

La Pine Elementary and Middle Schools – Letter from School’s Attorney Re: Delayed Connection: BarbeAnn explained the problem with the school, Deschutes County and Vic Russell. Vic claims the District hired him to install the water line at the school. The District did not hire Vic Russell; the Bend-La Pine School District hired him. Donna presented the Board with the letter she prepared in response to the letter from the Bend-La Pine Schools’ attorney. All board members agreed it was OK to send.

Vic Russell’s Water Use: Vic Russell still hasn’t provided the District with an estimate of gallons used or fees for contract water.

Stan Russell’s Water Use: BarbeAnn made an agreement with Stan Russell that he would pay \$150.00 per month for contract water. She then had telephone conversations with Dennis and Brian. They both agreed that \$150.00 per month would be fine.

Construction Update: Dick said J. Crouch Construction is pouring the foundation for the office/shop tomorrow or Thursday.

Bill Booker Construction – fine-tuning problems and making minor repairs.

Dick feels it’s time for the District to get insurance on water lines, water tanks, etc. Donna will talk to Rex Lesueur about setting this up.

Hydrant/Water Line Markers – Dick provided the Board with a marker price list. Since all markers are expensive, we should probably worry about purchase hydrant markers at this point. Dave will check into how many hydrant markers are needed.

Wickiup – Dick is working to find existing water lines at Wickiup to determine if we can use them. He feels we can possibly get to both lodges to provide water using these old lines.

\$60,000 Agreement with Deschutes County: Susan Ross contacted Donna and asked if the District had a copy of the agreement. Donna cannot find this agreement in District files.

New Business:

Postage Fees for Certified Mail Assessed to Customers: The Board discussed this issue and decided not to charge customers for certified mailing of the shut off notices at this time.

Letter to Customers Needing Reduced Pressure Backflow Devices: The Board reviewed the letter to La Pine Chevron Donna prepared. BarbeAnn asked Dave if he would be available to help La Pine Chevron if necessary. Dave agreed. Dennis made a motion to send the letter. Seconded by James. **Motion carried.**

Grace Miller: Mrs. Miller contacted Dennis about the water bill she received. She was under the impression she did not have to pay the bill until she was connected. Donna provided copies

of the September 9, 2003 Minutes explaining that customers would be billed after the 60-day period had expired.

Cell Phone: BarbeAnn feels Donna should have a cell phone so customers may contact her when she is reading meters or out conducting District business. Donna will check into prices. The Board agreed to purchase a cell phone if under \$40.00.

Tape Recorder: BarbeAnn would like the District to purchase a tape recording to record meetings. Donna will check into prices on tape recorders. The Board agreed to purchase one if under \$50.00.

Letter to Customers re: Final Inspection by County: Donna presented the letter she prepared to the Board. The Board agreed the letter was fine to send.

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

Correspondence List: The correspondence list was reviewed.

Meeting adjourned at 2:28 p.m.

Respectfully submitted by:

Donna Blatnik
Operations Manager
La Pine Water District