

MINUTES
La Pine Water District
Board of Commissioners Meeting
January 27, 2004

Those present were LWD Board members BarbeAnn Nelson-Dodson, James Newton, Dennis Carter and Gretta Gerdau. Also present: Stan Russell, Jake Russell, Paul Cathcart – La Pine Chamber, Kim Lee – Hunan Chinese Restaurant, Kitty Shields, Andy Newton, Dave Crider – District Operator and Donna Blatnik – Operations Manager.

A quorum was established and President BarbeAnn Nelson-Dodson called the meeting to order at 1:03 p.m.

Minutes of previous meetings: James made a motion to approve the minutes of the January 13, 2004 Board of Commissioners meeting as presented. Seconded by Dennis. **Motion carried.**

Guests:

Paul Cathcart, Director of the La Pine Chamber of Commerce, attended the meeting to ask the District about becoming a member of the Chamber. He stated the Chamber is working on making a new map of the La Pine area and would like to include the District. He explained how the brochure was to be set up. The Board discussed this issue and decided the District cannot afford to join the Chamber at this time. Mr. Cathcart is going to put the District on the map anyway and we can repay the Chamber at a later date.

Stan and Jake Russell – they are still waiting for backflow test reports for some of their customers. They have hired a new tester and will be charging \$50.00 per test. The District may direct customers needing backflow tests to Stan Russell Construction. Stan will talk to Dennis Perkins about the problems with the inspection process. Both Donna and Stan received inspection procedures from the County within the last few days.

Stan also would like to clarify that in a conversation he had with BarbeAnn last fall, he agreed to pay \$50.00 for the month's worth of water he used while working on Jackpine Meadows subdivision, not \$150.00 as previously discussed.

Kim Lee, Hunan Chinese Restaurant – Ms. Lee would like clarification on the billing process at La Pine Square where her restaurant is located. The District sent Gordon Wanek a bill for December 2003 water service. Ms. Lee is concerned since no one in the La Pine Square received water until January 1, 2004. According to Ms. Lee, Mr. Wanek said it took so long to connect because of a problem with the permit process in Deschutes County. BarbeAnn explained the 60-day connection clause and told Ms. Lee this was an issue she needs to discuss with her landlord not the District. Kitty explained to Ms. Lee that she, too, has to pay on properties that are not yet connected. Ms. Lee asked if it would be possible for the District to bill the tenants. BarbeAnn explained the District would bill the property owner for the time being.

Old Business:

Letter to Customers re: Final Inspections – Follow-up Letter When Final: This was previously discussed with Stan and Jake Russell. It was determined the problems were as a result of the County's inspection process, therefore there is no need for the District to send a follow-up letter.

New Business:

Change in EDUs for Central Oregon Realty: Jerry Johnson requested the District lower the EDUs for Central Oregon Realty. Donna will prepare a letter and statement for Mr. Johnson to sign explaining he will be responsible for paying SDCs should the EDUs ever be increased.

Shut-Off/Delinquency Notices: Donna has approximately 20 shut-off/delinquency notices to send out and doesn't feel the District can afford to send each one certified/return receipt requested at a cost of \$4.42 each. The Board agreed to send all shut-off/delinquency notices regular mail.

David Crider as Inspector on Wickiup Project: Donna checked into David Crider acting as the inspector on the Wickiup project. Pam Swires, Rural Utilities Specialist with Rural Development said this was a possible option in order to save money. David will no longer be employed with Crescent Water Association as of March 31, 2004 and will be available to put in more time and work as the District's inspector. Dennis made a motion to have David act as the inspector on the Wickiup project. Seconded by James. **Motion carried.**

BarbeAnn stated a District customer feels the District should look at changing engineers. BarbeAnn doesn't feel this is a good idea and that we should continue to use HGE.

Grace Miller: Dennis spoke with Grace Miller to explain the 60-day connection clause. She will pay these bills even though she doesn't feel it's right if she's not connected to the water system.

Insurance: Donna is working on getting figures to Rex Lesueur.

Mileage for Donna: Dennis asked why the District doesn't pay mileage to Donna for the use of her vehicle. BarbeAnn and Donna have discussed this and Donna doesn't want reimbursement at this time.

Consumer Confidence Reports (CCRs): David is working on CCRs for the District. He explained this is a mandatory mailing all water purveyors must do on an annual basis. It must be mailed by June 1, 2004 and posted at various locations in La Pine. A copy of the report also goes to the State Drinking Water Program and Environmental Protection Agency.

Hydrant/Water Line Markers: BarbeAnn and Donna will get prices from Bend-area business on these items.

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 1:58 p.m.

Respectfully submitted by:

Donna Blatnik
Operations Manager
La Pine Water District