

MINUTES
La Pine Water District
Board of Commissioners Meeting
December 14, 2004

Those present were LWD Board members BarbeAnn Nelson-Dodson, James Newton, Dennis Carter and Brian Earls. Also present: Mike Carlson – Crescent Water, Bill Scally – Crescent Water, Ken – Crescent Water, Kitty Shields, Dave Crider, Scott Perkins – District Operator and Donna Blatnik – Operations Manager.

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 October 12, 2004 Board of Commissioners meeting as presented. Seconded by Dennis. Brian, BarbeAnn, James and Dennis – yes. **Motion carried.**

Guests:

No comments at this time. See below for Crescent Water Association business.

Old Business:

FY03-04 Audit – Management’s Discussion & Analysis: Donna provided the Board copies of the MD&A she sent to Harrigan Price Fronk to be incorporated into the Audit.

Personnel & Board Policy: BarbeAnn asked the Board to please review and advise of any comments prior to the January 11, 2005 meeting.

Wickiup Junction: Donna pointed out that there was no water service installed at Tracy Auto Body behind Dairy Queen. After brief discussion, it was decided that Scott would install the service.

Donna explained that due to an error, there were 20 5/8” x _” meters left over. She spoke with Dick on the phone about this and told him the District wouldn’t pay for the extra meters since it was a mistake that they were ordered.

Discoveryland Daycare: The EDUs were lowered from 5 to 3 since the daycare center is a business, not a school.

New Business:

Meter Reading Equipment: The wand quit working while Donna was reading last month. She sent it in for repair. It will cost \$250.00 to repair and should be returned within 4 weeks.

Request to HGE for As-Builts on CD: After brief discussion it was decided to request a CD copy of the as-builts from Dick. Donna will send a letter.

Neil Town – High Water Usage Concern: Mr. Town has made numerous complaints about high water bills at his manufactured home park and asked to be on today’s agenda. He did not attend this meeting.

Policy for Water During Construction: Midstate has been sent a letter lowering their EDUS for the construction period. The letter explained that the EDUs would be increased upon completion of the building.

High-Volume Users: Brief discussion followed on the need to change the way high-volume users are charged, either by increasing their EDUs or changing the overage rate to a tiered rate. This will be discussed in the future.

Billing Cycles: James brought up his concerns with the days in the billing cycle. He feels they are inconsistent, with last months’ billing cycle being 34 days long. Donna explained that our Ordinance states 25-35 days in the billing cycle and that if the end of the month falls on a weekend or Monday holiday, it causes problems with cycle consistency.

Backflow Testing: Discussion followed on the fair amount to charge for backflow testing. The Commissioners agreed to give customers the option of having the District test their backflows for an added \$2.00 charge on their monthly bill. Donna and Scott feel this amount should be more to cover the cost of the equipment, repair parts, etc.

Heat Pump: The heat pump has been worked on 2 different times. The defroster was not hooked-up and was not strong enough to handle the cold temperatures. It was replaced. We will look into building a structure to cover it this spring.

Crescent Water Association – Need for Water Operator: The Crescent Water Association proposed making an agreement with the District to provide them with an operator on a part-time basis. After discussing the issues, it was agreed that Crescent Water would pay the District \$20.00 per hour plus mileage at the rate of \$0.39 per mile as compensation for an operator to work the schedule they provided the Board. This agreement will be effective until June 30, 2005 at which time it can be discussed again and possibly renewed, depending upon the District’s needs and Crescent Water’s needs. Donna will prepare a draft agreement to be reviewed by both boards.

Treasurer’s Report: Brian made a motion to accept and sign the Treasurer’s Report. Seconded by Dennis. Dennis, James, BarbeAnn and Brian – yes. **Motion carried.**

Payment of Bills: James made a motion to pay all bills as presented to the Board. Seconded by Brian. James, Dennis, BarbeAnn and Brian – yes. **Motion carried.**

Correspondence List: The correspondence list was reviewed.

Meeting adjourned at 2:23 p.m.

Respectfully submitted by:

Donna Blatnik
Operations Manager
La Pine Water District