

MINUTES Board of Commissioners Meeting May 10, 2005

Those present were LWD Board members BarbeAnn Nelson-Dodson, James Newton, Dennis Carter and Brian Earls. Also present: Vicky Russell, Kitty Shields, Scott Perkins – District Operator and Donna Blatnik – Operations Manager.

A quorum was established and President BarbeAnn Nelson-Dodson called the meeting to order at 1:28 p.m.

Minutes of previous meetings: Dennis made a motion to approve the minutes of the April 12, 2005 Board of Commissioners meeting as presented. Seconded by James. **Motion carried unanimously.**

Guests:

See New Business - Vic Russell Construction, Inc. – Penalty.

Old Business:

M&M Land and Cattle Company – La Pine Trailer Park: Donna reported that M&M Land and Cattle's attorney had contacted her to tell her that the trailer park will be closed and all tenants have been given a 365-day notice to leave. The property will be leveled and sold. Donna explained to their attorney that once all the tenants have left and the property is leveled to contact the District and we will cease billing.

New Business:

Vic Russell Construction, Inc. – Penalty: Vicky Russell of Vic Russell Construction, Inc. attended the meeting to discuss the unauthorized use penalty the District assessed for not using a hydrant meter. Vicky stated their driver had forgotten about the hydrant meter until District Operator Scott Perkins reminded him. BarbeAnn explained that when Vic Russell's contract water agreement expired last fall, the District immediately provided a hydrant meter, in addition to sending out a memo to all contractors explaining the unauthorized use penalty. The water truck was seen taking water from a hydrant in the Crescent Creek subdivision without a hydrant meter. Donna explained the need for the hydrant meter and monitoring of water usage by water trucks in order to ensure the water system isn't contaminated and to make sure our pumped usage matches as closely as possible our billed usage. This is how we determine if there are leaks in the water system. Donna also explained that it is up to the contractor to make sure his employees are aware of the requirement to use a hydrant meter.

James and Dennis agreed that water needs to be monitored and paid for. Brian feels that contractor management needs to follow a certain protocol when dealing with this use with their employees and that the District needs to stick to our policies. The Commissioners thanked Vicky for coming to the meeting

Discussion followed on whether to assess the penalty. Dennis made a motion to send a letter stating the penalty will stand. Seconded by James. **Motion carried unanimously.**

Construction Checking: Donna asked the Commissioners what they would like to do with the Construction Checking account now that construction of the water system is complete. After brief discussion, Dennis made a motion to close the Construction Checking account. Seconded by James. **Motion carried unanimously.**

Reorder Business Checks for Operations Account – Regular or Laser Checks: Brian made a motion to order laser checks. Seconded by Dennis. **Motion carried unanimously.**

Shop Door at West End of Shop – Rail Falling from Ceiling: Donna told the Commissioners that the railing is coming loose from the ceiling and that she had called H.G.E. and told Steve Cox about it. She hasn't heard anything from H.G.E. or J. Crouch Construction regarding repair. She will send another e-mail to Dick Nored inquiring about the status of the repair.

Broken Gate Valves: Donna reported that gate valves installed past the meters are breaking quite frequently. Scott has repaired 5 within the last 6 weeks. Saturday, May 7 Brian had a gate valve break at his church. Scott will begin replacing gate valves as he tests backflows and lowers meters. Discussion followed on the possibility of hiring a part-time person to dig up the gate valves so it will be easier for Scott to replace them. Brian made a motion to hire a part-time person to help Scott remove gate valves. Seconded by Dennis. **Motion carried unanimously.**

Brian stated the church only had to pay for the plumber's fuel for repair of the broken line. Dennis made a motion to reimburse Brian \$37.00 for the fuel. Seconded by James. **Motion carried unanimously.**

Health Insurance Renewal – Change of Carrier through SDAO from LifeWise to Pacific Source: Donna reported that our health insurance carrier will now be Pacific Source as SDAO voted to change the provider. She provided the Commissioners with the new rates for insurance. Dennis made a motion to accept the new rates. Seconded by Brian. **Motion carried unanimously.**

Treasurer's Report: Brian made a motion to accept and sign the Treasurer's Report. Seconded by James. **Motion carried unanimously.**

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

Correspondence List: The correspondence list was reviewed.

Meeting adjourned at 2:35 p.m.

Respectfully submitted by:

Donna Blatnik
Operations Manager
La Pine Water District