

MINUTES

Board of Commissioners Meeting

July 12, 2005

Those present were LWD Board members BarbeAnn Nelson-Dodson, James Newton, Rick West, Dennis Carter and Brian Earls. Also present: Kitty Shields, Dick Nored, David 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: Dennis made a motion to approve the minutes of the June 14, 2005 Board of Commissioners meeting and as presented. Seconded by James. **Motion carried unanimously.** Dennis made a motion to approve the minutes of the June 14, 2005 Budget Hearing and as presented. Seconded by James. **Motion carried unanimously.**

Guests: No comments.

Officer Elections: Brian nominated BarbeAnn as President of the Board of Commissioners. Seconded by Rick. Dennis nominated James. BarbeAnn asked James if he would like to be the President. Brian expressed his concerns about a conflict of interest if James were elected. James and Dennis felt there would be no problem. After brief discussion, all Commissioners agreed to have James act as President. Brian nominated BarbeAnn to act as Vice President and Media Representative. All Commissioners agreed to have BarbeAnn act as Vice President and Media Rep. BarbeAnn nominated Rick to act as Secretary/Treasurer. All Commissioners agreed to have Rick as Secretary/Treasurer.

Old Business:

Plans Review Fees for Bi-Mart/La Pine Senior Center: Neal Russell was contacted about the problem of SS&W Engineers and Bi-Mart refusing to pay the plans review fees for the La Pine Senior Center. He will contact the parties involved and explain that water will not be provided unless the fees are paid.

Renew Contract with Crescent Water Association for Operator: The contract the District had with Crescent Water ended June 30, 2005. Discussion followed on whether to renew the contract. Dave feels they will hire him, therefore the Commissioners agreed not to renew the contract. Dennis made a motion not to renew the contract with Crescent Water. Seconded by James. **Motion carried unanimously.**

Payment Slot in Building – Bids: Donna reported that many customers have requested the District provide another payment box or slot for their payments. James and Scott will check into putting a payment slot in the wall of the office or contacting Midstate Electric about purchasing their old payment box.

Purchase of Service Pickup and Heavy Equipment: All Commissioners and employees were asked to start looking for a used pickup we can use as a service vehicle. Donna will check into the state surplus auction. Dennis and James will check with Midstate Electric.

New Business:

Daily Recap Timesheets: Donna provided the Commissioners with a Daily Recap Timesheet that will accompany employees' timecards. James made a motion to accept the recap timesheets and begin using them for the pay period beginning July 16, 2005. Seconded by Brian. **Motion carried unanimously.**

Security Lighting at Well and Office Sites: Donna reported that one of SDAO's loss control recommendations was to have security light (motion lights) installed at the office and the wells. Donna was directed to check into lighting.

Rut at North Entrance to District Office: Donna was directed to contact C2 Utility Contractors and/or Cascade Natural Gas to see when they will repair the entrance.

Landscaping at District Office: Donna reminded the Commissioners that Deschutes County required us to have landscaping put in within 2 years of the office being completed. She was directed to check into landscaping at L&S Gardens.

Rate/EDU Changes: James asked the Commissioners to think about a rate structure that would accommodate residential customers who use larger quantities of water in order to keep their lawns nice.

Discussion also followed on increasing the EDU allowance for washing machines in commercial laundry facilities. This will be on the agenda for the next meeting as well as potential changes to accommodate irrigation.

Water Rights: Discussion followed on future water rights for the District. Dick suggested the possibility of purchasing Midstate Electric's water rights in the future.

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

Payment of Bills: Brian 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 2:10 p.m.

Respectfully submitted by:

Donna Blatnik
Operations Manager
La Pine Water District