

MINUTES Board of Commissioners Meeting October 11, 2005

Those present were LWD Board members BarbeAnn Nelson-Dodson, Dennis Carter Rick West and Brian Earls. Also present: Kitty Shields and Donna Blatnik – Operations Manager.

A quorum was established and Vice 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 September 13, 2005 Board of Commissioners meeting and as presented. Seconded by Rick. **Motion carried unanimously.**

Guests: No comments.

Old Business:

Increase in EDUs Charged for Commercial Laundry Facilities, Car/Truck/RV Washes: The Commissioners discussed spreadsheets Donna prepared that outlines the current EDU rate for the La Pine Laundromat and The Car Wash. The spreadsheets show what their current usage is and how much they go over and shows an estimated increase based on their past year's usage. Donna will conduct site surveys on all affected businesses and send letters outlining each business' increase. Brian made a motion to accept the EDU increase to .75 per washing machine and 4 EDUs per bay for car/truck/RV washes effective December 1, 2005. Seconded by Dennis. **Motion carried unanimously.**

New Business:

Rick West – Secretary/Treasurer Resignation: Rick provided a memo to the other Commissioners requesting they accept his resignation as Secretary/Treasurer based on the fact that he doesn't have enough time to perform the job properly. Rick made a motion to nominate Brian Earls as the Secretary/Treasurer. Seconded by Dennis. **Motion carried unanimously.**

Change Paydays: BarbeAnn asked the Commissioners if there was any reason the current paydays of the 10th and 25th of each month couldn't be changed to the 5th and 20th of each month. She explained that paydays were set for the 10th and 25th because there needed to be enough time for USDA Rural Development to approval the expenditure. Rick made a motion to change employee paydays to the 5th and 20th of each month. Seconded by Dennis. **Motion carried unanimously.**

Tires for Pickup- Application for Les Schwab: Donna asked the Commissioners to approve opening an account with Les Schwab for tires for the service pickup. Dennis made a motion to open an account with Les Schwab. Seconded by Rick. **Motion carried unanimously.**

Increase in Mileage Rate to 48.5 Cents per Mile: Donna presented the Commissioners with the new mileage reimbursement rate put into effect by the IRS. The new rate is 48.5 cents per mile, up from 40.5 cents per mile.

Letter from Lisa Riggs re: Past Due Balance on Purchased Property: Lisa Riggs just purchase the property at 51440 Telegraph. Donna provided a copy of the letter she sent inquiring about the past due balanced owed on the property by the previous owner. She doesn't feel she should be responsible for the past due balance. After discussion on this situation, the Commissioners decided she is responsible for the charges. Donna will make sure the customer is aware of the Commissioners' decision.

Discussion then followed on how to handle customers who have connected but are not yet final with Deschutes County. Donna will send letters asking customer to please take action.

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 Rick. **Motion carried unanimously.**

Correspondence List: The correspondence list was reviewed.

Meeting adjourned at 1:36 p.m.

Respectfully submitted by:

Donna Blatnik
Operations Manager
La Pine Water District