

MINUTES

Board of Commissioners Meeting

April 11, 2006

Those present were LWD Board members James Newton, BarbeAnn Nelson-Dodson, Dennis Carter, Rick West and Brian Earls. Also present: Dick Nored – HGE, Kitty Shields, Andy Newton, Randy Rhoades and Donna Blatnik – Operations Manager.

A quorum was established and President James Newton called the meeting to order at 1:00 p.m.

Minutes of previous meetings: Dennis made a motion to approve the minutes of the March 14, 2006 Board of Commissioners meeting and as presented. Seconded by Rick. **Motion carried unanimously.**

Old Business:

Review/Adoption of Resolution 2001-3 – Fees & Charges for Service: Brief discussion followed on charges for fire system connections. The change in the Resolution deals with the cost for the District to install meters where services have already been installed. Donna researched the information and we had set the rates too low to include the cost of purchasing the meter.

BarbeAnn made a motion to accept and adopt the revised Resolution 2001-3 – Fees & Charges for Service. Seconded by Dennis. **Motion carried unanimously.**

New Business:

Fire Hydrant Numbering System: James asked about the status of numbering the fire hydrants. Donna reported the fire department was going to number the hydrants to their liking, but they lost the hydrant map we provided them. Donna and Scott will work on a numbering system.

La Pine Special Sewer District's Connection to the Water System: Discussion followed on the sewer district's connection to the water system. Andy feels it would cost approximately \$30,000.00 to connect to the water line on Reed Road. No one is sure why a service was not installed when the water line was installed. Dennis and James agreed that the sewer district would discuss this at their next meeting.

FY06-07 Budget: BarbeAnn nominated Brian as the budget officer for the FY-06-07 budget. Dennis seconded. **Motion carried unanimously.** BarbeAnn asked Kitty if she would serve on the budget committee this year. She agreed. Donna will contact other customers to see if they would like to be on the budget committee.

Purchase of Additional Meter Reading Equipment: Donna explained the need for both her and Scott to read the meters since the amount of meters goes up every month. Dennis made a motion to purchase additional meter reading equipment, software and upgrades for a cost of approximately \$6,500.00. Seconded by Brian. **Motion carried unanimously.**

Billing Software Upgrade – Requires Upgrade of Operating Software: Donna explained that we have received a billing software upgrade, but that in order to install the upgrade, we need to upgrade our operating software from Windows XP Home to Windows XP Pro. Brian made a motion to purchase the operating software upgrade. Seconded by Dennis. **Motion carried unanimously.**

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

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

Correspondence List: The correspondence list was reviewed.

Meeting adjourned at 13:24 p.m.

Respectfully submitted by:

Donna Blatnik
Operations Manager
La Pine Water District