

## MINUTES

### Board of Commissioners Meeting

### September 12, 2006

Those present were LWD Board members BarbeAnn Nelson-Dodson, Dennis Carter, Beverly Lawlor, Randy Rhoades and Brian Earls. Also present: Kitty Shields, Dick Nored Tamara Reynolds, Scott Perkins – District Operator and Donna Blatnik – Operations Manager.

A quorum was established and President BarbeAnn Nelson-Dodson called the meeting to order at 1:03 p.m.

**Minutes of previous meetings:** Beverly made a motion to approve the minutes of the August 8, 2006 Board of Commissioners meeting and as presented. Seconded by Dennis. **Motion carried unanimously.**

#### Old Business:

Landscaping: Donna contacted The Yard Doctor who came to the office and gave a quote of \$3,500.00 to landscape the area in front of the office. He will begin working by the end of the month.

#### New Business:

Signature Cards – Community First Bank: The Commissioners signed the new business cards Donna presented.

Credit/Debit Card Payments from Customers: The Board agreed to have Donna check into accepting credit/debit cards for payments. Dennis made a motion to find a credit/debit card processing company for less than 3%. Seconded by Beverly. **Motion carried unanimously.**

System Expansion – SDC Increase: Dick stated the a master plan similar to the one he did for the sewer district will need to be done. The items we would like to possibly add to the system are a booster pump station at Wickiup Junction or a second tank at the well site. Barbe asked about completing Telegraph Road. Dick said that could be done with SDCs also. He also said we may be able to negotiate with Deschutes County for land in the Crescent Creek subdivision to place a booster pump. The Board decided to table this topic until the December 2006 meeting.

Add District Employees to Sewer District's Retirement Plan: Barbe stated that September has typically been the time of year that employee raises are given, but since both employees received substantial raises when the District contracted with the sewer district for their services, there was no

need to give wage increases. She suggested instead that the water employees be added to the sewer district's retirement plan. Brian stated the need for the cost of their retirement to be shared by both districts, suggesting 6% for the water district and 3% for the sewer district (retirement contribution of 9%). After brief discussion, Brian made a motion to add the water employees to the sewer district's retirement plan, with the sewer district's approval, and the water district will pay 6% of the 9% contribution. Seconded by Randy. **Motion carried unanimously.**

Maynard Sternberg – 16463 Cassidy Court. Mr. Sternberg sent a letter requesting the District give him 6 months' grace on his water bill. The Board decided to have Donna send Mr. Sternberg a letter asking that he pay at least half of his monthly water bill and that late fees would be waived.

MOU with LPAC: Kitty asked about the MOU and the fact that previous minutes reflect the Board's decision not to enter into the MOU with LPAC. Barbe stated that was true, but that the Board would assist if they could.

**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 Randy. **Motion carried unanimously.**

**Correspondence List:** The correspondence list was reviewed.

Meeting adjourned at 1:29 p.m.

Respectfully submitted by:

Donna Blatnik  
Operations Manager