

MINUTES
Board of Commissioners Meeting
February 12, 2008

Those present were LWD Board members Dennis Carter, Beverly Lawlor, Ron Smith and Brian Earls. Also present: Judy Forsythe, Dick Nored, Scott Perkins – District Operator and Donna Blatnik – Operations Manager.

A quorum was established and Commissioner Dennis Carter called the meeting to order at 1:03 p.m.

Minutes of previous meetings: Beverly made a motion to approve the minutes of the January 8, 2008 Board of Commissioners meeting and as presented. Seconded by Brian. **Motion carried unanimously.**

Old Business:

Requiring Deposits: After brief discussion, Brian made a motion to require a deposit of \$100.00 for all new accounts. This deposit will be held until the account is closed. It becomes necessary to apply the deposit to a past due balance, the customer will be required to repay the amount applied to bring the balance of the deposit back to \$100.00. Seconded by Beverly. **Motion carried unanimously.**

Bio-Mass: Scott, Dick, Dennis, Barb and Donna attended a meeting with Lou Gillette of Silvan Power regarding the biomass plant. Several options were discussed that would benefit both Silvan and the District. The District expressed an interest in splitting the cost with Silvan to help the plant get up and running.

Combining Billing with LSSD: The agreement prepared by Carolyn Connelly of Speer Hoyt was discussed. Beverly made a motion to accept the agreement without the clause regarding payment to the water district by the sewer district. This will be addressed in the monthly agreement already in place between the districts. Seconded by Brian. **Motion carried unanimously.**

Board Member Bios and Pics for Website: The Board decided to keep the information on the website as it is.

New Business:

Adopting Board Policy: The Board briefly discussed the board policy Donna sent to them prior to today's meeting. Brian made a motion to accept the policy. Seconded by Beverly. **Motion carried unanimously.** Donna will prepare the appropriate resolution.

Donation of Desks and Old Office Equipment to Habitat for Humanity Restore/St. Vincent's: Brian made a motion to donate all old office equipment to the Habitat for Humanity Restore once they open in La Pine. Seconded by Ron. **Motion carried unanimously.**

Donation to the La Pine High School Senior Class Drug & Alcohol Free Grad Night: Ron made a motion to donate \$100.00 to the LPHS senior class' trip to Six Flags. Seconded by Brian. **Motion carried unanimously.** This donation will be made out of backflow testing revenue.

To Hire to Not Hire: The Board discussed options on hiring someone to help in the office. They agreed to have Donna close the office early on Fridays. The new offices ours will be Monday through Thursday 8:00 to 4:00 and Friday 8:00 to noon. This will allow Donna time to work uninterrupted. The Board also discussed hiring a bonded/insured cleaning contractor. Brian made a motion to hire someone to clean the office on a bi-weekly basis. Seconded by Beverly. **Motion carried unanimously.** Donna will run an ad that will close on February 29, 2008. The bids will be discussed at our March meeting.

Financial Reports: Financial reports were reviewed.

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

Correspondence List: The correspondence list was reviewed.

Brian made a motion to adjourn the meeting. Seconded by Beverly. **Motion carried unanimously.** Meeting adjourned at 1:57 p.m.

Respectfully submitted by:

Donna Blatnik
Operations Manager