

MINUTES
Board of Commissioners Meeting
May 13, 2008

Those present were LWD Board members BarbeAnn Nelson-Dodson, Dennis Carter, Beverly Lawlor, Brian Earls and Ron Smith. Also present: James Newton, Kitty Shields, Teresa Rozic – Deschutes County, Dick Nored, Scott Perkins – District Operator and Donna Blatnik – Operations Manager.

A quorum was established and President BarbeAnn Nelson-Dodson called the meeting to order at 1:27 p.m.

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

Old Business:

Senior Affordable Housing Project: The Board reviewed the letter from Dick regarding this project. Dick feels that washing machines should be treated the same whether they are in the apartments or in a laundry room. The Board discussed the possibility of adding a line item to our EDU chart that allows for senior housing at a rate of .5 per unit. Doing so would enable the senior housing to save a substantial amount of money on start up costs and future water bills. Teresa Rozic stated that doing this would be a significant help to the project. She will be starting the partitioning process soon and appreciates the District's help.

Employee Raises: Dennis made a motion to give Donna and Scott each a .25 cent per hour raise effective July 1, 2008. Seconded by Ron. **Motion carried unanimously.**

Adding AirLife/Short- and Long-Term Disability: Beverly asked if there were any pre-existing condition clauses in the short and long-term disability. Donna didn't have that information, but she will ask Rex Lesueur and get back to the Board at the next meeting. Ron made a motion to begin Donna's membership in AirLife (\$90.00 per year) immediately and when Scott's comes up for renewal the Board will pay his renewal fees. Seconded by Beverly. **Motion carried unanimously.**

Telegraph Road/Drafter Road: The Board asked Dick to begin putting something together for plans and putting bids together.

Water Rights: Dick updated the Board on the status of the water rights and his meeting with Scott and Ernst Brothers to discuss purchasing their existing rights. Dick will talk with Martha Pagel after she has the OK from Ernst Brothers to work with us. Brian made a motion to have Dick work on this further. Seconded by Beverly. **Motion carried unanimously.**

New Business:

New Elementary School: Scott and Donna met with representatives of the new elementary school. After brief discussion, the Board decided to allow the School District to install the line size that they will need to meet the required fire flow and the District will pay the difference to increase it to 12" line.

Parking Lot Work – Bid from Stan Russell Construction: The Board reviewed the bid from Stan Russell. They asked Donna to get at least one more bid. This will be reviewed again at the June 2008 meeting.

Credit Overage for Account No. 1053: After brief discussion, the Board agreed to waive the \$60.00 in late fees that have accrued provided the customer pays the remaining by May 29, 2008. Donna will send customer a letter outlining the Board's decision.

Credit Overage for Account No. 940: Donna explained that this meter has been sporadically due to the fact that when the builder installed this meter, they did not install a hole for the remote and the meter box is in the driveway. Therefore, this meter was only read when there was access to the meter box. As a result, there is \$151.00 in overage that has not been paid. The Board agreed that was no fault of the property owner and to send the balance owed to Reinhardt Construction, the builder of this home.

Request for Waiver or Reduction of Fees Charged for Backflow Violation for High Lakes Properties: After reviewing the correspondence on this account, Brian made a motion not to waive these fees as the customer has been asked numerous times to comply with our backflow ordinance and did not do so. Seconded by Ron. **Motion carried unanimously.**

Pahlisch Homes – Stop Water Charges at Certain Addresses: The Board reviewed the letter from Pahlisch Homes asking the District to discontinue water service at certain addresses. Donna was directed to send them a letter explaining that service could be stopped, but that additional SDCs would need to be paid in order to start service again. They also decided not to credit Pahlisch Homes for services paid to date.

Financial Reports: Financial reports were reviewed.

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

Correspondence List: The correspondence list was reviewed.

Motion to adjourn made by Dennis. Seconded by Ron. **Motion carried unanimously.** Meeting adjourned at 2:31 p.m.

Respectfully submitted by:

Donna Blatnik
Operations Manager