

MINUTES

Board of Commissioners Meeting

March 10, 2009

Those present were LWD Board members BarbeAnn Nelson-Dodson, Ron Smith, Dennis Carter, and Beverly Lawlor. Also present: Nan Hall – Bend-La Pine Schools, Jayne Benner, Kitty Shields – La Pine City Council rep, Bill Pavlich, Dick Nored, Scott Perkins – District Operator and Donna Zigler – Operations Manager.

A quorum was established and 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 February 10, 2009 Board of Commissioners meeting as presented. Seconded by Beverly. **Motion carried unanimously.**

Old Business:

Letter from Carrie Connelly to Laurie Craghead Re: New Elementary School Connection: The Board reviewed the letter from District counsel to Laurie Craghead. The Board was under the impression that all was handled after the last meeting. The Board also reviewed a transcript of voice mail from Laurie to Carrie. The Board directed Donna to check into billing the school for legal fees associated with the plans review process.

Unauthorized Use Penalty – Bend-La Pine Schools: Ron made a motion to have District legal counsel send a letter to the Bend-La Pine School District stating the District has decided to waive the penalty in the hopes of creating a better working relationship with the school District. Seconded by Dennis. (Vote tally – Dennis – yes, Beverly – yes, Ron – yes, BarbeAnn – no.) **Motion carried.**

Water Rights – Update: Scott reported that we probably won't be able to get water rights from Ernst Bros. He and Dick are going to explore other options.

Hiring of Utility Worker: The Board agreed to hire a seasonal/temporary utility worker 1. Donna was directed run ads in The Bulletin, The Frontier Advertiser and Wise Buys. Applications will be accepted until close of business March 31, 2009.

Payroll through Advantax: BarbeAnn stated she would like to continue using Advantax as it is an internal control issue.

Capital Facilities Plan: Bill Pavlich gave the Board each a copy of the finalized version of the capital facilities plan. Bill explained various portions of the plan. The new system development charge is expected to be approximately \$7,300.00 per equivalent dwelling unit. Ron made a motion to accept the new capital facilities plan. Seconded by Dennis. **Motion carried unanimously.**

New Business:

Budget FY09-10: Donna brought up the need for budget committee members. We have run an ad and had no response. Kitty Shields said she will be on both budget committees. Donna will continue to look for committee members.

Revision to EDU Chart to Accommodate New Senior Affordable Housing: The Board reviewed the revision that would allow senior affordable housing at an EDU rate of .5 per apartment.

Annual Performance Appraisals: A representative from Special District's Association of Oregon was here and conducted a safety inspection. He strongly recommends that the District begin doing annual performance appraisals on their employees. BarbeAnn will look over the samples SDAO has given us.

Upgrading Insurance Plan: After a brief discussion, Dennis made a motion to upgrade the District's health insurance plan for employees to match that of the sewer district effective immediately. Seconded by Beverly. **Motion carried unanimously.**

Financial Reports: Dennis made a motion to accept the financial reports as presented. Seconded by Beverly. **Motion carried unanimously.**

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

Correspondence List: The correspondence list was reviewed.

There being no further business, President BarbeAnn Nelson-Dodson adjourned the meeting at 2:26 pm.

Respectfully submitted by:

Donna Zigler
Operations Manager