

**MINUTES**  
**Board of Commissioners Meeting**  
**August 11, 2009**

Those present were LWD Board members BarbeAnn Nelson-Dodson, Dennis Carter, Brian Earls and Ron Smith. Also present: Bill Sawders, Jayne Benner, Tim Riley, Mary Meloy, Nan Hall, Sam & Elaine Alsup, Kitty Shields, 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 1:01 p.m.

**Minutes of previous meetings:** Ron made a motion to approve the minutes of the July 14, 2009 Board of Commissioners meeting as presented. Seconded by Dennis. **Motion carried unanimously.**

**Old Business:**

Biogreen: Tim Riley attend today's meeting to discuss the proposal Biogreen provided to the District. Donna provided Tim with a copy of a letter from District counsel discussing her concerns. One of the suggestions District counsel made is that there be two separate agreements for water and sewer. Brian made a motion to have Donna, Dick and District counsel will work on this together. Seconded by Dennis. **Motion carried unanimously.**

Bad Debt Write-Offs: Donna provided the Board with a list of bad debt totaling \$782.59. Ron made a motion to write off this debt. Seconded by Dennis. **Motion carried unanimously.**

Water Rights – Update: Scott gave a brief update stating that we are now looking at surface water rights.

SDAO Board Member Training – BarbeAnn to Attend August 14, 2009: BarbeAnn stated that she will be attending and will bring back materials for all board members.

Round Up Trailer Park: No one for the Round Up Trailer Park was present for the meeting.

Nan Hall – New Elementary School: Nan attended to ask if the District would install a second meter for irrigation. The Board agreed this would be OK. We will also work on setting an irrigation rate as we have a few other customers who have meters for irrigation only.

Little Deschutes Lodge (Sr. Affordable Housing): Dick reported that the water line has been installed and looped.

New Elementary School: Dick reported that the off-site improvements for the new elementary school have been approved.

**New Business:**

Swearing In of New Commissioners: BarbeAnn swore in William (Bill) Sawders and Brian Earls for their new 4-year terms as commissioners of the District.

Take Over of Community First Bank – Now Known as Home Federal Bank: Donna explained the takeover of Community First. The Board directed her to look at other local banks to see if they could offer any better banking solutions for the District.

Mary Meloy – Deschutes Water Alliance: BarbeAnn would like time to review the information Mary provided before making a decision on joining the alliance.

Sam Alsup: Mr. and Mrs. Alsup attended today's meeting to discuss their high water bill. BarbeAnn explained that their meter has not been read as it was not installed by the contractor properly. Donna stated that she credited half the overage in an attempt to help with this high bill. They would like their meter checked for a leak. BarbeAnn directed Scott to check their meter as soon as possible. Scott explained that he went out to their home once as they had called to state they needed a riser for their meter. When Scott arrived, it had already been done and he was not aware at that time that there was a work order for a leak check.

Purchase of Backhoe: Donna provided the Board with information on a backhoe Stan Russell has for sale for \$37,500.00. Brian made a motion to have Donna check with legal counsel on the legalities of sharing the cost of the backhoe purchase with the sewer district. Seconded by Ron. **Motion carried unanimously.**

FY08-09 Audit: The audit will take place from August 12 through August 14.

Increase in Cash for Change Box in the Office: Ron made a motion to increase the amount of cash in the change box from \$50.00 to \$100.00. Seconded by Brian. **Motion carried unanimously.**

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

**Payment of Bills:** Dennis 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 2:13 pm.

Respectfully submitted by:

Donna Zigler  
Operations Manager