

MINUTES
Board of Commissioners Meeting
October 13, 2009

Those present were LWD Board members BarbeAnn Nelson-Dodson, Dennis Carter, Brian Earls, Ron Smith and Bill Sawders. Also present were Jennifer Wells, Candi Fronk, Michelle Rich, Kitty Shields, Kyle Gorman, Nan Hall, Helen Eastwood, Tim Riley, Rob Broberg, Dick Nored and Donna Zigler.

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 accept the minutes of the September 8, 2009 meeting. Seconded by Brian. **Motion carried unanimously.**

Old Business:

FY08-09 Audit Findings —Harrigan Price Fronk: Candi Fronk reviewed the audit for the Board and gave the District clean findings. Dennis made a motion to accept the audit. Seconded by Ron. **Motion carried unanimously.**

Meeting closed at 1:14 pm

Meeting re-opened at 1:25 pm

Mary Meloy —Deschutes Water Alliance: Kyle Gorman attended today's meeting as a rep for the DWA. After brief discussion, Ron made a motion to join the Deschutes Water Alliance. Seconded by Dennis. **Motion carried unanimously.**

Biogreen: Rob Broberg reported that Biogreen has received the grant they applied for and hope to begin work on the plant by summer 2010. Dick will add emergency clause for water consumption. Motion to sign agreement between District and Biogreen, with revisions to be made by Dick, made by Dennis. Seconded by Bill. **Motion carried unanimously.**

Water Rights —Update: No update.

New Business:

First Reading of Ordinance No. 2009-1 — An Ordinance Providing for the Establishment of Zone of Benefit and Reimbursement for Water Public Improvements: The first reading of the Ordinance was not conducted today. Helen Eastwood and Nan Hall attended and provided copies of comments and potential changes to the Ordinance. The Board and Carrie Connelly will review and change the Ordinance as necessary. Comments from the Board are due back to Donna by October 23, 2009. The first reading will be at the November meeting.

Application for Funding: Dick has submitted the application. No update yet.

Cagle Acres Annexation: Donna will work with Carrie Connelly on the annexation.

Waiver of Conflict of Interest for Biogreen Agreement: BarbeAnn signed the waiver and Donna returned it to Carrie Connelly.

Close Office During Week of Thanksgiving: After brief discussion, it was decided that Ashley Williams will take the week off and Donna will work.

Christmas Party for Employees and Board: After brief discussion, it was decided to hold the Christmas dinner for staff and board members on December 8, 2009. Ashley will make arrangements.

Termination of Cleaning Company: Ron made a motion to terminate the cleaning company as we have enough staff to clean the office ourselves. Seconded by Bill. **Motion carried unanimously.**

Temporary Employee — Make Permanent: Dennis made a motion to make the temporary employee permanent and give a .50 cent per hour raise and provide all benefits. Seconded by Ron. **Motion carried unanimously.**

Payment Box: Barb would like the payment box fixed as it has been vandalized and the signs removed. Ron made a motion to spend a maximum of \$150.00 to fix the payment box. Seconded by Bill. **Motion carried unanimously.**

Smokers+ Pole: Dennis made a motion to spend a maximum of \$200.00 on a smokers+ pole to be secured outside the front of the office. Seconded by Bill. **Motion carried unanimously.**

Utility Box for Work Truck: Barb will talk to her husband about the District purchasing a utility box for the work truck from him. If not, we can check with the State Surplus.

Thanksgiving Dinners for Employees: Ron made a motion to purchase employee Thanksgiving dinners from Food 4 Less as in years past. Seconded by Bill. **Motion carried unanimously.**

Financial Reports: Brian made a motion to accept the financial reports as presented. Seconded by Ron. **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: There was no correspondence.

There being no further business, President BarbeAnn Nelson-Dodson adjourned the meeting at 2:51 pm.

Respectfully submitted by:

Donna Zigler
Operations Manager