

MINUTES
Board of Commissioners Meeting
November 16, 2010

Those present were LWD Board members BarbeAnn Nelson-Dodson, Dennis Carter and James Newton. Also present were Patti Morgan – city of La Pine, Mary Thorson, Stu Martinez, Rick Allen – city manager, city of La Pine, Doug Ward – city councilor, city of La Pine, Dan Varcoe, Ken Mullenex, Dick Nored – HGE, 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 accept the minutes of the October 19, 2010 regular meeting. Seconded by James. **Motion carried unanimously.**

Old Business:

AFLAC: No representative present. Donna needs to review the information in more detail before making a recommendation to the Board.

Security Cameras/Little d Technology: Tabled pending bid from Powers of Automation (telemetry).

Christmas Party/Christmas Bonuses: After brief discussion, it was decided to have the District's Christmas Party at Ponderosa Pizza. Funds for the party will come from backflow testing. Donna will contact Ponderosa and set up a time and date for the party and let everyone know.

Christmas bonuses: Scott Perkins - \$350.00; Donna Zigler - \$350.00; John Bales - \$200.00. These funds will come from building rent.

City of La Pine IGA/Utilities Committee/Withdrawal: After reviewing the correspondence from USDA, the Board decided to hold off on allowing withdrawal of the District for the duration. Donna reported that Christy is working on an updated IGA for the city of La Pine.

Combining Billing with Sewer District/Billing Agreement: Donna reported that she hopes to be able to have this task complete by the end of February 2011. Carrie is reviewing the suggested changes requested by Donna and will hopefully have an agreement ready to sign at the December meeting.

Application for Funding Update: Dick Nored provided the Board with the funding packet and reported that the One-Stop meeting will be held on December 14 at 1:00.

Water Rights Update: Dick reported that the Gilchrist Water System has rejected our offer to purchase water rights without the purchase of the waster system and sewer system. Dick will explore other options on this issue.

New Business:

Nationwide Insurance: No representative present.

Resolution 2010-9 – Approving Amendment One to the December 11, 2007 Agreement for Water System Engineering Services and Authorizing Execution of All Necessary Documents: Mr. Allen voiced his concern that adopting this resolution would bind the city to use H.G.E. as the system engineer. Mr. Allen was assured that his concerns would be brought to legal counsel's attention. Dick addressed Mr. Allen's concern about the fees paid to H.G.E. for the project. Dick stated that his fees would be approximately 7% to 8%.

Raise for John Bales – Passed Exam: James made a motion to give John Bales a \$.50 raise for passing his water exam. This raise would be made retroactive to October 16, 2010 as he passed the exam during that period, but the results were not posted until recently. Seconded by Dennis. **Motion carried unanimously.**

Facebook for District: After brief discussion, the Board agreed to have staff prepare a Facebook page for the District.

Change for Cash Drawers: Dennis made a motion to increase the amount for petty cash to \$100.00 and the cash drawers to \$100.00. Seconded by James. **Motion carried unanimously.**

Public Comment: Mr. Allen stated that he needs a copy of the new personnel policy.

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

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

Correspondence List: There was no correspondence.

There being no further business, President BarbeAnn Nelson-Dodson adjourned the meeting at 1:26 pm.

Respectfully submitted by:

Donna Zigler
Operations Manager