

MINUTES
January 13, 2005
BOARD MEETING

A quorum was established and the meeting was called to order by Chairman Dennis Carter at 1:00 pm. Board members in attendance were Dennis Carter, Beverly Lawlor and James Newton. Staff members in attendance were Andy Newton and Sherry Evertson.

Beverly moved to approve the minutes of the December 9, 2004 Board Meeting. James seconded. Motion carried unanimously.

Operation Manager's Report:

Andy said he feels we can afford to have our engineer begin work on plans for upsizing infrastructure. System Development Charge money can pay for this. Discussion followed. Beverly moved to have engineering done for upsizing our infrastructure. James seconded. Motion carried unanimously.

Andy recommended we also work on a twenty year plan which would include expanding to the North or moving to the East. James moved we pursue a twenty year plan to include moving our location to the East for expansion. Beverly seconded. Motion carried unanimously.

Andy said the Pump Station is about \$4,500 over the amount the County is going to pay for.

Financial Reports:

Financial reports were reviewed.

Old Business:

Ordinance #05-1, the La Pine Special District Sewer Rate Ordinance was read. James moved to accept the first reading. Beverly seconded. Motion carried unanimously.

Construction Project review. Andy reported that there are still a few items left unfinished and he told the engineer we still want to fine the contractor \$500 per day until complete.

Partial Payment #3 for the Pump Station project was reviewed. Beverly moved to pay \$11,444.75 for the Pump Station project, including payments as invoiced to Vic Russell Construction and H.G.E. Engineering. James seconded. Motion carried unanimously.

Partial Payment #7 for the Lagoon Expansion project was reviewed. Beverly moved to pay \$58,201.40 for the Lagoon Expansion project, including payments as invoiced to R&G Construction and H.G.E. Engineering. James seconded. Motion carried unanimously.

Change Order #2 for the Pump Station project was reviewed. James moved to approve Change Order #2 for Pump Station in the amount of \$750. Beverly seconded. Motion carried unanimously.

Parking issues for customers per the letter in correspondence was reviewed. The board decided that having the documentation is adequate at this time.

Caselle's proposal for WorkOrder software was discussed. Benefits of using work orders for tracking tank and grease trap pumping, as well as tracking equipment maintenance schedules were discussed. Beverly moved to purchase the software. James seconded. Motion carried unanimously.

The engineer's letter to Reinhardt Construction regarding expansion in Wickiup Junction was discussed. Andy said this is part of the infrastructure expansion that will need to be done throughout the District.

Delinquent accounts were reviewed.

Bills for January were reviewed. James moved to approve the bills as presented. Beverly seconded. Motion carried unanimously.

There being no further business, the meeting adjourned at 2:45 pm.

Respectfully submitted,
Sherry Evertson