

MINUTES
October 13, 2005
BOARD MEETING

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

Guests: Chuck Johnson attended the meeting representing the La Pine Senior Center. He was told that the Senior Center will be billed for sewer services beginning in November. He said they have had several delays in construction and don't even have the tank in the ground yet. Sherry explained that the Ordinance states billing to begin 3 months after building permit issued on new construction, but that it was written with residential construction in mind. Dennis said the board will discuss alternative start dates for commercial projects and will send him a letter with their decision.

The board discussed options for commercial buildings to begin billing. Sherry was asked to discuss with Donna of the Water District what they do, and if there is a way they can notify us of installation of water meters. We may have to look at an ordinance change to accommodate the different construction schedule for commercial buildings.

Operation Manager's Report:

Andy directed Sherry to report the following to the Board:

The new cell phone seems to be working and we can go back to the "on-call" system we had previously. Beverly moved to reinstate the on-call policy. Dennis seconded. Motion carried unanimously.

Financial Reports:

Financial reports were reviewed by the Board.

Old Business:

Walgamuth building – Sherry said that Walgamuth wanted to know if ANY interior wall, even if it is one for internal use by the existing tenant, will cause an increase in SDC.

The board discussed and decided that if it separates the building to the point where one has to exit the building and go back in another door to get to the other side of the wall, it will constitute another SDC charge, even if it is occupied by one tenant.

School District EDU reassessment – Sherry said she passed all previous correspondence regarding the School District's request for reassessment of their sewer bill on to the attorney. She has been in contact with the District's Engineer, and will have a response to us shortly on how to proceed. She recommends taking no further action until she has a response for us.

New Business:

Resolution #05-6, A resolution establishing rates, was read by Chairman Carter. Beverly moved to adopt the resolution. Dennis seconded. Motion carried unanimously.

SDAO Insurance Longevity Credit and Rate Lock Agreement was discussed. The board had several questions they wish to have clarified. Dennis volunteered to discuss with our agent and get clarification. Beverly moved that, upon satisfactory clarification of the agreement with our insurance agent, Dennis sign the agreement on behalf of the District. Dennis seconded. Motion carried unanimously.

Special District Best Practices Self Assessment:

Sherry suggested that since we will be having new policies prepared and adopted, we should wait until the next meeting to complete the self assessment.

Delinquent Accounts were reviewed.

Bills to be approved were reviewed. Beverly moved to approve the bills. Dennis seconded. Motion carried unanimously.

Board went into Executive Session at 2:15 pm.

Discussion of personnel issue followed.

Executive session ended at 2:45

Sherry was instructed to provide the last one year of Visa receipts to the accountant for her to use as a guideline of the kind of spending that needs to be addressed in the policies that the attorney will draft for us to avoid future misunderstandings about appropriate spending.

The Board instructed Sherry to have the attorney write a letter to Andy that the clothing purchase issue has been resolved satisfactorily with the reimbursement by Andy. No disciplinary action will be taken. Policies will be prepared and adopted to avoid future misunderstandings of appropriate spending.

There being no further business, the meeting was adjourned at 3:00 pm.

Respectfully submitted,
Sherry Evertson