

# LA PINE SPECIAL SEWER DISTRICT



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## **MINUTES Board of Directors Meeting January 8, 2008**

Those present were LSSD Board members Dennis Carter and Denise Ronek. Also present: Vic Russell, Ron Smith, Lou Gillette, Rob Roy, Dick Nored, Scott Perkins – Operations Manager and Donna Blatnik – Office Administrator.

A quorum was established and Dennis Carter called the meeting to order at 2:04 p.m.

**Minutes of previous meetings:** Denise made a motion to approve the minutes of December 11, 2007 Board of Directors meeting and as presented. Seconded by Denise. **Motion carried unanimously.**

**Financial Reports:** Financial reports were reviewed.

### **Old Business:**

Lou Gillette – Bio-Mass: Lou attended the meeting to request that sewer be dealt with separately from water. As the districts are separate, this is no problem. He restated the opinion that the treatment plant would take on an additional estimated 79,000 gallons per day of waste water from the bio-mass plant. The waste water would have a chlorine content of .01. Dick stated it may be possible to pump the waste water from the bio-mass facility directly into lagoon 4 for disbursement at the pivot. A work session will be scheduled for Monday, February 11, 2008.

### **New Business:**

Rob Roy, Pacific Crest Affordable Housing – Proposed Affordable Housing Subdivision: Discussion followed with Rob Roy, engineer Dick Nored and the Directors on possible options that will enable Pacific Crest to keep costs low. It was decided to have Rob work with Dick on this, but the Board set the requirement that no more than 18 months will pass before the District's to and through rule is followed. It was agreed that a phone vote on this issue will be OK.

Request for Information – City of La Pine: The Board reviewed the letter from Carrie Connelly regarding privacy issues and customer information. Denise made a motion not to provide the city of

La Pine with customer information based on privacy laws and advice from legal counsel. Seconded by Dennis. **Motion carried unanimously.**

Customer Request for Waiver of Late Fees/Penalties: The Board reviewed a letter from a customer requesting late fees and penalties be waived due to a family medical issue. After brief discussion Denise made a motion to waive the late fees and penalties and give the customer an additional 6 months to bring the account current. Seconded by Dennis.

Assess Late Fees for Services Other Than Monthly Sewer Billing: Donna brought up the question of charging a late penalty of 18% annual percent rate (1.5% per month) on past due balances for things other than regular monthly sewer bills. She has checked in the QuickBooks software and there is no allowance for this charge. Denise made a motion to begin charging 1.5% per month for balances carried over 30 days. Seconded by Dennis. **Motion carried unanimously.**

Ron Smith – Interest in Board Position No. 5: Mr. Smith attended today's meeting because he has an interest in taking Denise's position as she will be resigning at the end of January 2008. After brief discussion, Denise made a motion to accept Mr. Smith as her replacement for the Board. Seconded by Dennis. **Motion carried unanimously.** Donna will have new signature cards prepared at South Valley Bank and Community First Bank to replace Mr. Smith with Denise Ronek.

**Correspondence List:** The correspondence list was reviewed.

**Delinquent Accounts:** Delinquent accounts were reviewed.

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

Meeting adjourned at 2:45 p.m.

Respectfully submitted by:

Donna Blatnik  
Office Administrator