

LA PINE SPECIAL SEWER DISTRICT



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MINUTES Board of Directors Meeting February 12, 2008

Those present were LSSD Board members Dennis Carter, Beverly Lawlor and Ron Smith. Also present: Judy Forsythe, 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: Beverly made a motion to approve the minutes of January 8, 2008 Board of Directors meeting and as presented. Seconded by Ron. **Motion carried unanimously.**

Financial Reports: Financial reports were reviewed.

Old Business:

Bio-Mass: At a meeting earlier today with Lou Gillette, Silvan stated they may not have a need to put effluent from the plant in to the system other than that from the offices. They are working with the DEQ to obtain a permit.

Combining Billing with LWD: The agreement prepared by Carolyn Connelly of Speer Hoyt was discussed. Beverly made a motion to accept the agreement without the clause regarding payment to the water district by the sewer district. This will be addressed in the monthly agreement already in place between the districts. Seconded by Ron. **Motion carried unanimously.**

Board Member Bios and Pics for Website: The Board decided to keep the information on the website as it is.

Aerators at WWTP: Scott reported are fine except for one belt breaking. The belt has been replaced.

New Business:

Adopting Board Policy: The Board briefly discussed the board policy Donna sent to them prior to today's meeting. Beverly made a motion to accept the policy. Seconded by Ron. **Motion carried unanimously.** Donna will prepare the appropriate resolution.

Customers Not Connected to Sewer System: The Board reviewed list of 4 customers not yet connected to the sewer system. They instructed Donna to send a letter to these customers explaining the need for them to connect to the system by June 30, 2008.

Donation to the La Pine High School Senior Class Drug & Alcohol Free Graduation Celebration: Ron made a motion to donate \$100.00 to the senior class for their trip to Six Flags. Seconded by Beverly. **Motion carried unanimously.**

New Printer for Treatment Plant: Beverly made a motion to purchase a new printer for the treatment plant. Seconded by Ron. **Motion carried unanimously.** Donna will purchase the printer through Costco using her credit card and the District will reimburse her.

Donation of Desks and Old Office Equipment to Habitat for Humanity Restore/St. Vincent's: Beverly made a motion to donate all old office equipment to the Habitat for Humanity Restore once they open in La Pine. Seconded by Ron. **Motion carried unanimously.**

To Hire or Not to Hire: The Board discussed options on hiring someone to help in the office. They agreed to have Donna close the office early on Fridays. The new offices ours will be Monday through Thursday 8:00 to 4:00 and Friday 8:00 to noon. This will allow Donna time to work uninterrupted.

Correspondence List: The correspondence list was reviewed.

Delinquent Accounts: Delinquent accounts were reviewed.

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

Beverly made a motion to adjourn the meeting. Seconded by Ron. Meeting adjourned at 2:40 p.m.

Respectfully submitted by:

Donna Blatnik
Office Administrator