

# LA PINE SPECIAL SEWER DISTRICT



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## MINUTES Board of Directors Meeting December 9, 2008

Those present were LSSD Board members Dennis Carter, Ron Smith and Beverly Lawlor. Also present: Dick Nored, Scott Perkins – Operations Manager and Donna Zigler – Office Administrator.

A quorum was established and Dennis Carter called the meeting to order at 2:43 p.m.

**Minutes of previous meetings:** Beverly made a motion to approve the minutes of November 11, 2008 Board of Directors meeting as presented. Seconded by Ron. **Motion carried unanimously.**

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

### Old Business:

Cagle Subdivision Sewer Expansion: The Board reviewed the vote statistics. After brief discussion, Beverly made a motion to begin the annexation process with Deschutes County. Seconded by Ron. **Motion carried unanimously.**

BLM Land Acquisition: Scott explained his discussion with the rep from BLM who asked that we amend our application to include a portion of the land between the existing treatment plant and the land we would like to acquire. Dick will amend the application.

Morson Street Line Size Increase: Dick reported that H.G.E. has completed surveying Morson for the line size increase. He is also working on extending sewer line from the post office to just before Memorial Lane on Huntington Road for Deschutes County.

### New Business:

Employee Gift Cards: Ron made a motion to purchase employee gift cards from Fred Meyer. Funds for this purchase will come from outside septage revenue. Seconded by Beverly. **Motion carried unanimously.** Ron made a motion to purchase gifts for Board members with a limit of \$100.00 per board member. Funds for this purchase will come from outside septage revenue. Seconded by Beverly. **Motion carried unanimously.**

Resolution 08-3 – Adopting Identity Theft Program: Dennis read the Resolution by Title. There being no discussion or public comment on the resolution, Ron made a motion to adopt the Resolution. Seconded by Beverly. **Motion carried unanimously.**

Donations to Christmas Basket Association & SCOOTR: Ron made a motion to donate \$150.00 to the Christmas Basket Association, SCOOTR and La Pine Park & Recreation District. These funds will come from outside septage revenue. Seconded by Beverly. **Motion carried unanimously.**

Moving Coffee Shack from Ray's to Bancorp: After brief discussion, Ron made a motion to require connection to the sewer system and pay an SDC of \$5,700.00. Seconded by Beverly. **Motion carried unanimously.** Donna will send Rex Leseuer (property owner) a letter explaining this decision.

Increasing Office Employee to Full Time Effective January 1, 2009: After brief discussion, Ron made a motion to make Ashley Dodson full time with benefits effective January 1, 2009. Seconded by Beverly. **Motion carried unanimously.**

SDAO Conference – February 5-9, 2009: Ron made a motion to send Ashley to the conference. Seconded by Beverly. **Motion carried unanimously.**

Consideration of Allowing Employees Friday, December 26<sup>th</sup> Off with Pay: Beverly made a motion to allow employees to trade the day after Christmas for President's Day as a paid day off. Seconded by Ron. **Motion carried unanimously.**

**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 3:12 p.m.

Respectfully submitted by:

Donna Zigler  
Office Administrator