

# LA PINE SPECIAL SEWER DISTRICT



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## **MINUTES Board of Directors Meeting July 14, 2009**

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

A quorum was established and Dennis Carter called the meeting to order at 2:22 p.m.

**Minutes of previous meetings:** Ron made a motion to approve the minutes of June 9, 2009 Board of Directors meeting as presented. Seconded by Dennis. **Motion carried unanimously.**

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

### **Old Business:**

Round Up Trailer Park: BarbeAnn Nelson-Dodson did another site survey at the request of the District. Dennis made a motion to void the invoice previously sent and re-invoice at an additional 1.5 EDUs. Seconded by Ron. **Motion carried unanimously.**

Raise for Administrative Assistant: Ron made a motion to give the administrative assistant a .50 cent raise for the classes she has attended on safety. Seconded by Dennis. **Motion carried unanimously.**

BLM Land Application – Update: Donna received an email from David Blair, assistant to Senator Ron Wyden and he said everything looks good and is moving along smoothly.

### **New Business:**

Steve Meyer – Aflac: Mr. Meyer attended today's meeting to discuss Aflac with the Board. Dennis asked Mr. Meyer to provide documentation the Board can provide to employees to see if they are interested.

Awarding of Morson Street Project: After reviewing all the bids submitted, Ron made a motion to have Dick send a letter of intent to award to Jack Robinson & Sons as they were the low bidder on the

project. If no one contests the awarding of the project, it will be awarded officially after 7 days. Seconded by Dennis. **Motion carried unanimously.**

Closing of CD to Pay for Morson Street Project: After brief discussion, it was decided to wait on closing this CD until we know more about a start date for the project.

Swearing in of Directors: Dennis swore in Ron Smith for his new 4-year term as director of the District.

Letter from William Sawders – New Director: Mr. Sawders sent a letter explaining that he will not be attending today's meeting, but that he will be here for our August meeting to be sworn in.

Certification of Delinquent Accounts to Deschutes County Tax Collector: After brief review, the Board directed Donna to submit the list of delinquent accounts to the Deschutes County Tax Collector.

2009 Hay Crop Report: Scott reported that he has attempted to contact DEQ to see if we can fertilize this year. As of today's meeting, he has gotten no response.

**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 Dennis. **Motion carried unanimously.**

There being no further business, Chairman Dennis Carter adjourned the meeting at 2:46 pm.

Respectfully submitted by:

Donna Zigler  
Office Administrator