

LA PINE SPECIAL SEWER DISTRICT



PO Box 2460
La Pine, OR 97739

Phone: (541) 536-6236
Fax: (541) 536-1248

www.lapinese sewer.org

MINUTES Board of Directors Meeting August 11, 2009

Those present were LSSD Board members Dennis Carter and Ron Smith. Also present: William Sawders, 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 2:25 p.m.

Minutes of previous meetings: Ron made a motion to approve the minutes of July 14, 2009 Board of Directors meeting as presented. Seconded by Dennis. **Motion carried unanimously.**

Financial Reports: Financial reports were reviewed.

Old Business:

Biogreen: Tim Riley attend today's meeting to discuss the proposal Biogreen provided to the District. Donna provided Tim with a copy of a letter from District counsel discussing her concerns. One of the suggestions District counsel made is that there be two separate agreements for water and sewer. Ron made a motion to have Donna, Dick and District counsel will work on this together. Seconded by Bill. **Motion carried unanimously.**

Round Up Trailer Park: No one for the Round Up Trailer Park was present for the meeting.

SDAO Board Member Training – Donna to Attend August 14, 2009: Donna stated that she will be attending and will bring back materials for all board members.

Morson Street Project Update: Dick reported that the contracts aren't ready yet, but will send them as soon as they are, probably within the next few days. The project will begin August 19. Ron made a motion to allow Dennis to sign all contract documents and the notice to proceed outside of the meeting. Seconded by Bill. **Motion carried unanimously.**

Closing of CD at South Valley Bank to Pay for Morson Street Project: After brief discussion, it was decided to wait until this CD matures in October 2009. The project will be paid out of SDC funds and the SDC fund will be reimbursed with the CD money when we cash it out.

BLM Land Acquisition Bill – Update: No update at this time.

New Business:

Swearing in of New Director: Dennis swore in William (Bill) Sawders for his new 4-year terms as director of the District.

Take Over of Community First Bank – Now Known as Home Federal Bank:

Purchase of Backhoe: Donna provided the Board with information on a backhoe Stan Russell has for sale for \$37,500.00. Ron made a motion to have Donna check with legal counsel on the legalities of sharing the cost of the backhoe purchase with the sewer district. Seconded by Dennis. **Motion carried unanimously.**

FY08-09 Audit: The audit will take place from August 12 through August 14.

Upgrade of Copier/Printer: After brief discussion, Ron made a motion to purchase a new copier/printer/scanner/fax machine from IKON. Seconded by Bill. **Motion carried unanimously.**

Petty Cash for WWTP: Donna explained that the workers at the plant don't have petty cash to use to buy water and such. Ron made a motion to have \$50.00 petty cash for the treatment plant. Seconded by Bill. **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 Bill. **Motion carried unanimously.**

There being no further business, Chairman Dennis Carter adjourned the meeting at 2:52 pm.

Respectfully submitted by:

Donna Zigler
Office Administrator