

# LA PINE UTILITIES COMMITTEE MEETING AGENDA

Thursday, May 20, 2010 - 4:00 PM  
51340 Highway 97, La Pine, OR 97739  
South County Building Meeting Room

1. Call to Order
2. Pledge of Allegiance
3. Introductions
4. Approval of Minutes  
April 15, 2010 – Utilities Committee Meeting Minutes
5. Added Agenda Items  
Any matters added to the Agenda at this time will be discussed during the “Other Matters” portion of this Agenda or such other time selected by the Utilities Committee.
6. Update on Insurance and Legal Fee Costs  
  
Art Uecker, La Pine Insurance Center
7. Update on the Intergovernmental Agreement between the City and the Special Districts  
  
Councilor Adele McAfee  
Ms. BarbeAnn Nelson-Dodson
8. Update on the Water and Sewer Districts and Biogreen  
  
Ms. BarbeAnn Nelson-Dodson
9. Selection of Terms of Office for Utilities Committee Members  
  
Ted Scholer
10. Report on Infrastructure Workshop  
  
Ted Scholer  
Jake Salcone, Rural Communities Assistance Corporation
11. Timeline for Committee Duties  
  
Councilor Adele McAfee
12. Public Comments for Items Not on the Agenda

13. Other Matters  
Only those matters properly added to this Agenda under line item No. 4 will be discussed at this time.
14. Adjourn

Pursuant to ORS 192.640, this notice includes a list of the principal subjects anticipated to be considered or discussed at the above-referenced meeting. This notice does not limit the ability of the City of La Pine Utilities Committee to consider or discuss additional subjects. The meeting is subject to cancellation without notice. The meeting is open to the public and interested citizens are invited to attend. The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to Luana K. Damerval at (541) 536-1432.

# LA PINE UTILITIES COMMITTEE MEETING MINUTES

Thursday, May 20, 2010 - 4:00 PM  
51340 Highway 97, La Pine, OR 97739  
South County Building Meeting Room

1. Call to Order

Chair Scholer called the meeting to order at 4:00 pm.

2. Pledge of Allegiance

Chair Scholer led the Pledge of Allegiance.

3. Introductions

Councilor McAfee, City Councilors and Planning Commissioner Virginia Classen, who is the new representative from the Planning Commission to the Utilities Committee, introduced themselves. Rene Schifano, applicant for this committee, Donna Zigler, from the La Pine Water and Sewer Districts, and also Art Uecker, insurance agent for the City of La Pine, introduced themselves.

4. Approval of Minutes

April 15, 2010 – Utilities Committee Meeting Minutes

**A motion was made by Vice Chair Benner and seconded by Councilor McAfee to Approve the April 15, 2010 Meeting Minutes.**

<i>Vote as follows:</i>	<i>AYE</i>	<i>NAY</i>
<i>Chair Ted Scholer</i>	<i>X</i>	
<i>Vice Chair Jayne Benner</i>	<i>X</i>	

**Motion passed unanimously.**

5. Added Agenda Items

Any matters added to the Agenda at this time will be discussed during the “Other Matters” portion of this Agenda or such other time selected by the Utilities Committee.

13a) Resignation of BarbeAnne Nelson-Dodson from the Utilities Committee

00:05:40

6. Update on Insurance and Legal Fee Costs

Art Uecker, La Pine Insurance Center

Mr. Uecker discussed the Water and Sewer Districts liability policies and that he had sent them to CIS Insurance (Insurance Carrier for the City of La Pine) along with a loss report for the three claims of the Districts. He said there are three substantial losses over the last three years in regard to

workers' comp and also a general liability claim. Mr. Uecker said as a result of that, CIS Insurance had the following response, 'they would need an explanation of the large claims, and they would have to send out risk management to do an investigation of the current job descriptions, risk management, etc.' He said that they gave a ballpark figure of an \$18,000 to \$20,000 contribution to add the Water and Sewer Districts to the current City's liability policy. Mr. Uecker said they would need workers' comp cost quotes and payroll associated with each of them to quote the workers' comp. He said they would want more details on the losses. Mr. Uecker stated that it is about a wash on the general liability but workers' comp is a whole different issue and more research is needed.

Ms. BarbeAnn Nelson-Dodson suggested writing a letter to the Districts requesting needed documents. She also said that the person who had the workers' comp claim no longer works there. Ms. BarbeAnn Nelson-Dodson said that the general liability claim is still ongoing.

Mr. Uecker stated that he can provide a health insurance quote once he has received the cost quotes and payroll from the Water and Sewer Districts. In response to question, asked by Councilor McAfee, regarding if the Water and Sewer District employees would get the same benefits as the current City employees, Art Uecker said that they would be able to pick and choose which benefits they wanted like the City employees are able to do.

Patti Morgan, Administrative Assistant, stated that, according to Roger Jordan, Range Rider for the League of Oregon Cities, there were State of Oregon laws that protect public employees. BarbeAnn Nelson-Dodson said there were some rules that apply to titled positions.

00:30:20

Councilor McAfee said that they could add this information, as to what the requirements are in regards to retirement and health insurance, for the legal memorandum that is being prepared by City Attorney Green. She also said that the legal costs for the absorption will come with the memorandum that City Attorney Green is preparing.

7. Update on the Intergovernmental Agreement between the City and the Special Districts

Councilor Adele McAfee  
Ms. BarbeAnn Nelson-Dodson

This item was postponed to the next meeting as the agreement was still in process.

00:33:40

8. Update on the Water and Sewer Districts and Biogreen

Ms. BarbeAnn Nelson-Dodson

Ms. BarbeAnn Nelson-Dodson said that a motion had been made to accept the Biogreen Agreement and hopefully, before the next meeting, it will all be in place. She said that Biogreen has been waiting on the DEQ (Dept of Environmental Quality), and that has created some delays from them breaking ground. Ms. Nelson-Dodson said it is an 18 month building process and will provide work for a lot of people.

00:36:33

9. Selection of Terms of Office for Utilities Committee Members

Ted Scholer

Councilor McAfee passed out a chart she had made up for the terms of office to clarify them for the committee members. Councilor McAfee said that the resolution passed had specified that the committee will consist of seven members, five of them to be voting members.

The committee members then drew lots for their individual terms. The results were as follows:

- The open spot is a one year term – expires December 31, 2011
- Tony Debone will be a one year term – expires December 31, 2011
- Chair Scholer will be for two years – expires December 31, 2012
- Cmsr Classen will be for two years – expires December 31, 2012
- Vice Chair Benner will be for one year – expires December 31, 2011

00:43:55

10. Report on Infrastructure Workshop

Ted Scholer

Jake Salcone, Rural Communities Assistance Corporation

Chair Scholer said this was a funding financial workshop on infrastructure. He suggested that it would have been an excellent opportunity for someone from the Districts to attend.

Ms. Nelson-Dodson said the Districts have put in several applications for assistance and some of them are waiting on the City's approval of their comprehensive plan.

Chair Scholer talked about the State of Oregon (low interest) safe drinking water fund that is available. He said the opportunity for rural development funding was especially interesting including an asset management program. He talked about an assessment program called 'cups' that is a detailed inventory of the whole system, maps and also included a history.

00:50:20

Chair Scholer said that he also learned, from an individual from USDA (US Dept of Agriculture), that the Districts have to agree to be absolved and that the process once started will take approximately one year because the loans are out in their name. Ms. Nelson-Dodson said that the Districts would still probably go out to vote to the customers beforehand.

00:53:30

11. Timeline for Committee Duties  
Councilor Adele McAfee

The committee had consensus to wait until the June 17<sup>th</sup> meeting to discuss this agenda item when there would be more time for discussion.

12. Public Comments for Items Not on the Agenda

None

13. Other Matters

Only those matters properly added to this Agenda under line item No. 4 will be discussed at this time.

00:54:35

13a) Resignation of BarbeAnne Nelson-Dodson from the Utilities Committee

Ms. Nelson-Dodson stated that after reading the Utilities Committee Resolution to the Board and discussing with them the voting rights contained in the Resolution, the Board asked her to resign from the committee and not be a participant. She said she has prepared a letter of resignation for Chair Scholer.

Councilor McAfee stated that she felt Ms. Nelson-Dodson's role with the committee would be to participate in how things were going to be organized in the future like having a Utilities Commission that would have a similar function to what the Board is currently performing.

Ms. Nelson-Dodson stated that the Board did not like several things in the Resolution and felt it would be better if the committee requests paperwork from the Districts rather than have her just bring them documents. She said they feel that she has brought the committee enough facts and that her job there is done.

Chair Scholer stated that with a participant from the District, that would give them an opportunity to be a part of the discussion and decision of the eventual absorption by the City. He also said it was up to the City Council to accept Ms. Nelson-Dodson's resignation.

14. Adjourn

Chair Scholer adjourned the meeting at 5:08 pm.

  
Chair Ted Scholer

Attest:

  
City Recorder Luana Damerval