



**TERREBONNE DOMESTIC  
WATER DISTRICT**

**Terrebonne Domestic Water District**

8300 5th Terrebonne OR 97760  
Phone: 54-548-2727  
Email : [tdwd@bendbroadband.com](mailto:tdwd@bendbroadband.com)  
Website: <https://tdwd.org/>

Position #1 Velda Aldose  
Position #2 Jim Wilhelm  
Position #3 Kevin Byrne  
Position #4 Eric Fisher  
Position #5 Matt Banton

## **Regular Public Board Meeting March 11th, 2025**

The Regular Public Board Meeting was **called to order** at 1800 hours on March 11th, 2025 with 5 directors present: Eric Fisher, Jim Wilhelm, Kevin Byrne, Velda Aldous and Matt Banton. Also present was District Manager Dan Bruce. No members of the public were present. There were no members of the public on Zoom.

**Agenda:** Eric presented the agenda to the board (see agenda).

**Minutes:** Minutes for the January public board meeting were reviewed by the board. (see minutes). Jim made a motion that the board accept the minutes as presented, seconded by Matt.

**VOTES:** Eric-yea, Jim-yea, Matt-yea, Kevin-yea, Velda-yea. Motion passed unanimously.

**Treasurer's Report:** The current financial report was reviewed by the board, (see report). Kevin reported \$30,539 in income, \$23,628 of expenses and **\$6,911** of net income for the month of February. Current accounts showed onhand funds of \$809,316. Jim asked that the board address having all the district's funds in one account or having each fund have its one account. Eric directed that the board move this question to the new business section of the meeting and discuss it there. Matt made a motion that the board accept the financial report and the checks as presented, seconded by Velda.

**VOTES:** Eric-yea, Jim-yea, Matt-yea, Kevin-yea, Velda-yea. Motion passed unanimously.

**President's Report:** Eric reminded the board members that are up for election that they needed to get their paperwork into the county clerk's office this month.

**District Manager's Report:** Dan presented his report to the board (see report). Dan informed the board that all items on his report are on the "Business to be Discussed" section of this meeting.

**Business Discussed:**

**ODOT HWY 97 Project:** Dan noted that the HWY 97 project continues to move forward with few problems involving the District. Dan noted that there is an issue getting the correct fire hydrants. Dan is working with the contractor to address this situation.

**Consumer Leak:** Dan presented a letter from a customer that was asking for assistance with a large water bill that was the result of an undetected leak. Eric read the letter into the record (see letter). After some discussion it was agreed that the customer covered all the requirements of the District's leak policy. Jim made a motion that the board reduce the customers water bill by \$75, about half of customers bill, seconded by Velda.

**VOTES:** Eric-yea, Jim-yea, Matt-yea, Kevin-yea, Velda-yea. Motion passed unanimously.

**Payroll Direct Deposit.** Dan informed the board that after a discussion with Jenn and our bookkeeper, they are requesting that the district move to direct deposit for their paychecks. Velda made a motion that the board move to direct deposit for employees payroll checks, seconded by Velda.

**VOTES:** Eric-yea, Jim-yea, Matt-yea, Kevin-yea, Velda-yea. Motion passed unanimously.

**Policy Review:** Dan informed the board that he is in the process of refining a "Customer Conduct Policy". This item will be added to next month's meeting.

**Other Business Discussed: Moving Districts Fund to Separate Accounts:** Jim was requesting that the board approve having a separate LGIP "accounts" for each of the District's "funds". After some discussion, it was agreed that having separate accounts allowed the board to better track the status of each account. Kevin made a motion that the board continue to have the four accounts and to allot interest accumulated by that account to stay in that account, seconded by Velda.

**VOTES:** Eric-yea, Jim-yea, Matt-yea, Kevin-yea, Velda-yea. Motion passed unanimously.

**Good of the Order:** Eric asked the board if anyone had any other items for the "Good of the Order". Matt asked Dan about the status of the lot line adjustment on the District's property on C Street. Dan said he will look into getting this completed and the board voiced its desire to have this project move forward.

**Next Regular Board Meeting:** April, 8th, 2025 @ 1800 hours @ TDWD district office.

**Meeting Adjourned:** 1834 hours

**Submitted By:** Jim Wilhelm

**Secretary TDWD**

**Recorded Action Points**