

Crescent Sanitary District

PO Box 265
Crescent, OR. 97733

CSD Board Meeting Minutes

~~September 13th, 2017~~
September 18th, 2017



The CSD Monthly Meeting originally scheduled for September 13, was cancelled due to lack of a quorum. The meeting was rescheduled for September 18th.

Board Members in Attendance:

- Cher Dolan - President
- Jeff Cocker – Vice President
- Kim Mathers – Secretary/Treasurer
- Cathi Lane Board Member
- Charles Lawrence (Project Manager)

Guest:

- Terry Titus

Meeting called to order by Cher Dolan at 5:05pm.

Approval of the minutes from Aug 2017:

Cher Dolan made a motion to approve the August 2017 minutes, Jeff Coker 2nd, motion was approved by all.

Secretary/Treasurer Report:

Current CSD checking account balance: \$7214.58.

Upcoming bills:

Speer Hoyt LLC. Invoice:

\$1401.60 for Public Contracting. A motion was made by Cher Dolan to pay the bill, Jeff Coker 2nd the motion, motion was approved by all.

Jeffrey B Yeley Consulting LLC Invoice:

Incentive award payment for Jeffrey B. Yeley Consulting LLC in the amount of \$4000.00. A motion was made by Cher Dolan to pay Jeffrey B. Yeley Consulting LLC, Jeff Coker Coker 2nd the motion, motion was approved by all.

Anderson Engineering Invoice:

Invoice from Anderson Engineering in the amount of \$645 for numerous conference calls and meetings. A motion was made by Jeff Coker to pay the invoice, the motion was 2nd by Cathi Lane motion was approved by all.

President Report:

CSD received a letter from the Klamath Co. Tax agency advising there is a proposal to change the property tax funds for districts. A onetime payment to be paid in November. Cher Dolan called the POC and left a voice message requesting more information on the proposal.

There will be a public hearing on September 26 in Klamath Falls for the re-zoning of the state forest land. Chuck Lawrence and Mr. Anderson plan on attending the meeting.

Keeping the Public Informed:

The board discussed ways to keep the public informed on the status of Crescent Sewer District meetings. The board will continue to post notices at the Crescent Post Office regarding meeting dates and times. Notices will be posted at other locations through town.

Project Manager Report: (Charles Lawrence, Jeffrey B. Yeley Consulting, LLC.)

The 2 million dollars of state funding was approved and should be available within the next few weeks.

A contract for the Project Manager position was drafted by Jeffrey B. Yeley Consulting, LLC. As requested by Oregon Infrastructure Finance Authority of the Oregon Business Development Department.

The Project Managers contract was revised and accepted by the executive board as per the Oregon IFA guidelines.

Charles Lawrence reviewed more of the budget items for the project:

Anderson Engineering is requesting \$429,000.00 to begin project. They may request partial or full payment. The board will evaluate the best option to pay Anderson Engineering firm.

Charles provided a breakdown of the budget for part of the project:

- \$880,000.00 - Construction
- \$10,000.00 - Legal Fees
- \$65,000.00 - Administration
- \$30,000.00 - Permits

The remaining 3 million of state funding should be available in March 2019.

Easement issues:

Anderson Engineering is working with Bruce Hall on resolving easement issues on his property.

CSD Sewage Treatment Plant location:

The CSD sewer plant will be located on 200 acres located near the end of Pinney St. Other areas were explored and were not viable.

CSD Sewer Rates/Fees:

The board discussed how to answer the public's questions on the status of rates and when the new sewer system will be in place.

Once the final project cost is received and reviewed, the CSD will be able to publish the Sewer Rates/Fees for both Private Property Owners and Commercial Businesses Property Owners.

Those residents within the CSD main will not have to pay to hook-up to the sewer. This will be for their primary residents only. Any additional properties owned by Primary residents including Rental and Lease properties will be required to pay a separate hook-up fee for the additional properties.

It will be mandatory for all property owners including business property owners to hook-up to the sewer.

Decommissioning of Existing Septic Tanks:

All existing residential septic tanks will be filled and decommissioned by Anderson Engineering firm's contractor.

All new sewer lines will be installed by the Anderson Engineering firm's contractor.

Property Owners within the Crescent Sanitary District including General Public:

We advise the Property Owners and the General Public to attend monthly CSD meetings and visit the CSD website at www.CrescentSanitaryDistrict.org for copies of the meeting minutes including updates regarding current CSD affairs. The website will be updated on a regular basis as information is reviewed and approved by the board for release to the general public.

Meeting Adjourned: 6:30pm.**Meeting Minutes submitted by:**

Kim Mathers, Secretary/Treasure

Next CSD Board Meeting:

October 11, 2017 @ 5:00pm.

Meeting Location:

Crescent Community Club
420 Crescent Cutoff Road
Crescent, OR. 97733