

Crescent Sanitary District

PO Box 265
Crescent, OR. 97733

CSD Board Meeting Minutes

December 12, 2018



Board Members in Attendance:

- Kim Mathers - President
- Cathi Lane– Vice President
- Christine Smouse – Secretary/Treasurer
- Doris Allphin – Member At Large
- Dennis Mathers – Member At Large

Charles Lawrence (Project Manager)

Guest: Larry and Cathy Wandell

Mike Carlson – Crescent Water District

Meeting called to order by Kim Mathers at 5:02

Approval of the minutes from November 2018:

Secretary/Treasurer Report: We received our annual Klamath County taxes for 2018-2019 in the amount: \$19913.20

Current CSD checking account balance: \$18466.02

Our last IFA draw request was in the amount of \$133,579. This includes an invoice not presented at the last meeting from Bob's Excavating Inc for payment 1 in the amount \$118,750. This was submitted by Anderson Engineering on November 27, 2018. Since Chuck Lawrence and Kim M. have been given approval from the CSD board for paying operating bills without board approval.

Upcoming bills:

Bureau of Labor and Industries (BOLI) Public works fee: \$2613.20

Jeffrey Yeley Invoice for December 2018: \$6250.00

Anderson Engineering: \$10242.50 and Grant Administration \$1050.00

Speer Hoyt: \$117.50

Motion by Cathi L. to pay all invoices 2nd Dennis M. All approved

Kim M. asked the guest Larry and Cathy if they would like to ask questions of the board.

Larry asked if the sewer would be installed on his property located south of Riddle Rd. on Wandell Ln.

We told them the road is a private road and is not part of the sewer district. Chuck L. went on to explain to them about the CSD project.

Old Business: Bob's Excavating would like to install a 6" water line installed at Piney Acres.

Kim M. will check with Water district on becoming a commercial member.

Presidents report: Work on the site is moving along ahead of schedule due to ideal weather. Grounds are about 2" frozen, so that is helping move the project along. Kim M. had a visit at the site and was given a tour with Bob's excavating site supervisor, Russ. They are working on removing stumps and other debris and Russ indicated the job was going very well.

Kim asked Mike Carlson if he had questions for the board.

Mike asked if the CSD is planning to hire a sewer operator and billing staff and if so, what our plans were. There had been discussion many months ago regarding combining the water/sewer district operator jobs and possibly the CSD billing. The water district is planning to fill a water operator job opening possibly February 2019. Mike asked if the CSD would like to use their employee as the sewer operator. As they will need to get the operator training asap. The board and Chuck L. discussed some of the pros-cons and will make that determination soon. One of the issues CSD has is there is no funding at this time to pay an employee. Chuck L. will check with our state funding agencies to see if funding is authorized, if not, will seek options to fund the position. The water district would like some type of commitment soon. We advised Mike the board will discuss all options and get back to him soon.

Project Managers report:

Chuck will be contacting Scott Sanders to continue working on the easement along his property. Scott is out of town until after the holidays.

Chuck visited the site and as Kim stated the project is moving along well. He and Kim will be meeting with Midstate Electric, Nicole from Anderson Engineering on Dec 19th to discuss getting power to the site.

Meeting Adjourned: 6:05

Meeting Minutes submitted by:

Kim Mathers, Secretary/Treasure

Next CSD Board Meeting:

January 09, 2019 @ 5:00pm.

Meeting Location:

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