

Crescent Sanitary District

PO Box 265
Crescent, OR. 97733



CSD Board Meeting Minutes

Date March 13, 2019

Board Members in Attendance:

- Kim Mathers - President
- Cathi Lane– Vice President
- Christine Smouse – Secretary/Treasurer – out sick proxy given to Kim Mathers
- Doris Allphin – Member At Large
- Dennis Mathers – Member At Large

Charles Lawrence (Project Manager)

Guest: Ken Medenback and Scott DiCarlo

Meeting called to order by Kim Mathers at 4:59

Approval of the minutes from Jan and Feb 2019: Dennis made a motion to approve Doris 2nd all approved

Secretary/Treasurer Report:

Current CSD checking account balance: \$4973.06

Received check from SDIS for member longevity credit \$106.50

Upcoming bills: Anderson Engineering \$6881.87 and grant administration \$1300.00

Speer Hoyt LLC Legal Fees \$406.00 Grants and Loans Public Contracting

Klamath Co Assessor list for vacant land owners in the district fee \$50.00

Jeffrey Yeley LLC \$6250.00 March project fees

Kim Mathers stamps and copy paper for vacant land owners \$63.88

Dennis made a motion to pay all bills, Doris 2nd all approved

Presidents Report: We are sending a letter to all vacant land owners in the district extending an invitation to hook up to the sewer system at a lower cost during the construction phase. Hookup fees will be \$2500.00 for future residences, however we will reduce the fee to \$1500.00 for 30 feet of lateral line. The property owner

will be responsible additional payment of cost plus 10% for any lateral lines beyond 30 feet. We are also offering those who cannot afford to pay the fee outright the district will offer various payment plans based on what they can afford. We request a response by March 21, 2019. We will offer 24-month financing with 2% interest. Once payments start coming in, ensure our booking (QuickBooks) reflects the income is for operations only, not to be used on construction cost of the project.

Resolution 03-14-2019 Official Intent to Seek Reimbursement for Expenditures Using Bond Proceeds was voted on by all board members, all approved.

The guest had several questions and concerns:

Ken M. had questions about his vacant lot and how the sewer would connect to his property. We advised him the engineering firm and contractor for the collection system will work out the details. He also asked about financing the install and we advised him what the terms will be 24 months 2% and he was fine with that.

Scott DiCarlo asked several questions regarding installing of the sewer lines to his property. He would like to install them himself. We advised him we would find and get back to him. He also asked how we would maintain the cost of \$39.50 sewer rate long-term. We expressed to him we would keep the rates the same as long as feasible with maintaining operations of the sewer system.

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

Update on Engineering: Chuck spoke to Mike Carlson about the waste water treatment operator and said we would like to meet in the near future to discuss this further.

The easement with Scott Sanders and family has been signed. We are working on 3 other town easements for the collection system. Hope to have them completed in the next week.

Currently working on sewer ordinances (Hookup Rates, Decommissions fees..etc) and hope to have them completed in the next month.

The facility site is moving along well, they have poured partial cement foundations for the chlorinator building. And chlorinator piping has arrived and being trenched for installation.

The dikes that have been built have failed a compression check, meaning the contractor feels they will not hold long-term and will need to be reinforced with a 4:1 organic mixture. A change order for the estimated cost \$205,000 will be submitted to DEQ for approval. All board members agreed to submit the changed order.

Chuck is working on the 2020 budget, should be completed by the end of March. Once it is complete, he will submit the budget to the board for approval, along with an invoice.

Meeting Adjourned: 6:21

Meeting Minutes submitted by:

Kim Mathers, Acting Secretary/Treasure

Next CSD Board Meeting:

April 10, 2019 @ 5:00pm.

Meeting Location:

Crescent Community Club

420 Crescent Cutoff Road

Crescent, OR. 97733