

# Crescent Sanitary District

PO Box 265  
Crescent, OR. 97733

## CSD Board Meeting Minutes

July 10, 2019



### Board Members in Attendance:

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

Charles Lawrence (Project Manager)

**Guest:** Jean and Doug Stumbagh

**Meeting called to order** by Kim Mathers 5:02

**Approval of the minutes from June 2019:** Chris made motion Cathi 2<sup>nd</sup> all approved

### Secretary/Treasurer Report:

Current CSD checking account balance: \$344.44

Received \$84.37 from Klamath County property tax from a foreclosed property.

#### Upcoming bills:

Anderson Engineering: \$24492.50

Bend Bulletin: \$1496.00 plus \$22.00 late fee. CSD never received the invoice, Anderson will pay and will request the funds from our next draw.

Bob's Excavating: \$374302.45

Office rent: \$1000.00

Doris made motion Cathi 2<sup>nd</sup> to pay all outstanding bills.

Old Business: Status of the IFA/DEQ funding – Chuck will report – RCAC loan status – Chuck will report  
Loan documents have been signed by Kim and sent off to RCAC should have funding in the next week.

**Presidents Report:** Our new board member Loretta Butler was in attendance and Kim welcomed her and asked if she owned property in the district, which she replied she is renting from family member and will inherit the property sometime in the near future. Kim explained that she will have to check with Klamath County clerk to ensure she is eligible, as the board was under the assumption that you had to be an owner of property in the district to be on the board. Kim will find out when the clerk returns to her office next week. Doris Allphin will fill the vacant member at large position until the next election.

The final bids for the Collection System were received on June 26<sup>th</sup>. There were 3 bidders and who were present, Morello Construction out of Chiloquin, Or was the low bidder: \$5,628,528.03. Saunders bid \$5888,888.00 and Taylor Northwest \$7647,992.00. Before we can award the contract to Morello, DEQ will need to approve that the company is registered in the federal contracting system. We are also awaiting permits from ODOT right-of-way permit and Klamath County Engineer for water line permit for Pinney Lane, they should be issued by end of next week. Once those are received, we will schedule our pre-construction meeting with DEQ and Morello.

Waste water site visit today with Nicole, Mike Carlson CWD, Mark Crisp, and Shiloh. The CWD had questions and concerns about the water line that was installed on the site. Nicole and Bob's Excavating said the line has about 4-5 feet of native soil buried and they feel there should be no issues with the type of fill.

The fencing is about 70% complete and both 5-acre bonds have complete lining and the 20-acre storage pond is about 30% complete. The chlorinator building is close to completion.

We have a signed lease from Donna Warner for our new office building. We hope to start having our monthly meeting there beginning in August. We will start to procure office supplies once we receive funding on our loan from RCAC

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

#### **Update on Engineering:**

Chuck visited site and all is going along well. Liners are about 80% complete. Sensor parts have been ordered for water testing and should arrive soon. The bid package for the collection system was sent to DEQ for approval and one of the subcontractors on the contract is not registered in the federal SAMS database, which is a required by DEQ. However, there is a 3-month backlog for SAMs and Chuck as advised Anderson Engineering of the issue.

IFA will be handling the 3 million dollars of state funds for part of the collection system project. All documents have been signed by Kim and should be approved within a week.

We hope to have the pre-construction meeting with DEQ, Anderson Engineering, and Morello Construction in early August with construction to begin mid-August.

We have to have an audit sometime in the near future, approximate cost \$12,000. Chuck will contact auditors from LaPine, who have done the districts audits in the past.

Chuck briefed Loretta on the whole project and answered questions she had.

**Meeting Adjourned : 6:15**

**Meeting Minutes submitted by:**

Kim Mathers, Secretary/Treasure acting for Chris Smouse

**Next CSD Board Meeting:**

August 14, 2019 @ 5:00pm.

**Meeting Location:**