

# Crescent Sanitary District

PO Box 265  
Crescent, OR. 97733

## CSD Board Meeting Minutes

January 8, 2020



### Board Members in Attendance:

- Kim Mathers – President Phone in
- Christine Smouse – Secretary/Treasurer
- Doris Allphin – Vice President
- Dennis Mathers - Call In
- Laretta Butler

Charles Lawrence (Project Manager)

**Guest: Cathi Lane**

**Meeting called to order** by Kim Mathers 5:00

**Approval of the minutes from December 2019:**

### Secretary/Treasurer Report:

Current CSD checking account balance: \$38020.52

#### Upcoming bills:

**Klamath County Assessor:** \$50.00 for CSD residence spreadsheet (Operational Funds)

**CCC Membership:** \$50.00 (Operational Funds)

**Special Districts Insurance Services (SDIS): Annual Liability Coverage:** \$6051.00 (Operational Funds)

**SDIS Payment Due 3/1/2020**

**Anderson Engineering/Grant Admin:** \$8791.00 (Construction Funds)

**Jeffrey Yeley LLC:** \$6250.00 (Construction Funds)

**Morello Construction LLC.:** \$183801.48 (Construction Funds)

Motion to pay all bills by Doris A. 2<sup>nd</sup> by Laretta, all approved.

**Presidents Report:** Chris S. and I are still working with Karen Demaris (Bookkeeper) to get our QuickBooks and Invoices entered correctly. We should have one more visit from her within the next month.

Have had several calls from local residents inquiring about sewer progress, all positive. Nichole Braudy (Anderson Engineering has drafted a letter for homeowners or current residents, which will be placed on each door where Morello crews are working in town. As the crews are now starting work within the main town for installing sewer lines and lateral lines. The letter explains if there is any damage to pavement or fencing will be replaced before the project is finished. The crews will also knock on doors a day or two before work begins. Homeowners will not be connected to the sewer at that time as the system is not operational. They can contact Nicole directly with any questions or concerns.

I will post the letter on our website as well.

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

**Update on Engineering:**

Nichole briefing:

Letters have been posted at residential houses who will be affected by construction. Century Link fiber lines have been breached and repaired, CSD may be charged for repairs. Hot tap on Pinney St. has been installed and pressure testing in the coming week. Approximate cost for the hot tap \$3000.00 CWD will submit invoice to Morello. Parts change order #5 for 8" line will be submitted soon.

Snow has not been an impact on the project. Freezing would be Significant impact.

Chuck is working on the collection system operator and waste water facility operator positions.

**Meeting Adjourned: 6:03**

**Meeting Minutes submitted by:**  
Kim Mathers, Secretary/Treasure

**Next CSD Board Meeting:**  
November 13, 2019 @ 5:00pm.

**Meeting Location:**  
Crescent Sanitary District Office  
136745 Hwy 97  
Crescent, OR. 97733