

Crescent Sanitary District

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BOARD MEETING MINUTES

February 9, 2022

Board Members in Attendance

- Kim Mathers – President – Via Phone
- Doris Allphin – Vice President
- Laurretta Butler – Secretary/Treasurer
- Marvin Hicks – Member at Larger
- Scott DeCarlo – Member at Larger - Via Phone
- Brenda Ashcraft – Office Administrator

Guest:

- Kathy Lane – Member of the community
- Terry Roseberry – Member of the community
- Debbie Roseberry – Member of the community
- Candace Roseberry – Owner of Ponderosa Bakery - Gilchrist

Meeting called to order by: Kim Mathers at 5:00pm

Approval of Minutes

Doris Allphin made a motion to approve January's minutes. Laurretta Butler seconded the motion. Motion passed unanimously.

Treasurer Report: Laurretta Butler

Laurretta presented individual cost as well as total cost of operations and service expenses. Laurretta also presented before the board up coming bills for approval to pay. Doris Allphin motioned and Marvin Hicks second the motion. Motion passed unanimously.

Presidents Report: Kim Mathers

The IFA meeting with our board was not open to the public. There were 10 people in attendance at this meeting; Tawny, Larry Hollzinger, Alexis with DEQ, Kathy Estes was handling the financial side. CSD was given a list of question prior to this meeting, which were mostly regarding Gilchrist. Also, our operating procedures, operating expense were commented to be higher than expected. Our most costly expense are the 2 audits in 1 year. We underestimated parts of our construction cost. It was asked what CSD's intentions are for the future for staff and hiring. Kim Mathers stated that at this time we do not have intentions of increasing our staff, maybe in the future. Regarding the rates at CSD for sewer we have a 5-year plan. The IFA wants us to succeed and are committed to helping us and don't want to see us default. IFA brought up doing a rate study, there is grant money available for 20,000 to have a 3rd party rate study.

The board is hesitant and still have questions, the board will revisit this at a later time. Overall, it was a good meeting, where the district sits financially. The IFA extended our payment from next December 2022 and DEQ to Feb 2023.

The ARPA Funding of \$835,00 is still being worked out by OB on how the funds are to be used. The CSD would like to purchase needed equipment and pay off loans and the Gilchrist debt. The ARPA fund managers are aware of our situation and are still deciding. Our time line for an answer is around 60 days or more.

The Gilchrist Annexation is going well, we needed 31 new signatures and we received 38, which have been mailed before our deadline date.

The Audit 2020-2021 is moving along. The CPA, Brenda Bartlett is hoping to complete the audit by February 28, 2022. Their Firm is merging with another Firm in March. Brenda Ashcraft and Kim Mather's are working daily to complete requested materials, documentations, etc. from the CPA Firm.

The sewer and water program with Klamath and Lake Community Action Services that we discussed at last October's Board meeting has been established and we are signed up as a vendor. There are on 500 available application approvals for all of Klamath County. We will have the applications available at Gilchrist Post Office, Crescent Post office, at CSD and at Gilchrist Deli. Doris Allphin Said she would volunteer to help customers with the application process and mailing them out.

Sewer Operator Updates:

The generators are still back ordered. The electrician is ready to install, which should take 1-2 days. The Gilchrist lines are plugging up again, the lift station on the compound is very old and it is on private property. Is CSD responsible if it breaks.... All private lift stations are the property owner's responsibility, to maintenance if needed and to bring the situation to our knowledge.

Guest Questions and Input

Terry Roseberry, Debbie Roseberry and Candace Roseberry who owns Ponderosa Bakery have concerns regarding an ongoing problem with their sewer that backs up into the bakery they are leasing, since Sept 2021. They have had to close their doors several times because of the issue. Who is responsible, Ernst Brothers LLC, CSD or them? There are cracks in the sewer piping from tree roots by the high way. The sewer line has been "snaked" several times, only for the problem to continue. Eric from Gilchrist Water has been working on the problem with Jacob Dozier. Terry Roseberry would like to know which parts of the sewer piping is CSD's and which parts are Ernst Brothers LLC's responsibility. Kim Mathers stated that the public property is CSD's responsibility and private property is Ernst Brothers LLC's responsibility.

NEW ORDINANCE

Kim Mathers introduced a new ordinance, however the board recognized that there was a lot of information to read over and discuss to make any decisions regarding the ordinance in one night. Each member will look over and read the ordinance and it will be discussed at next month's board meeting.

Adjournment: 6:06pm