



Crescent Sanitary District

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BOARD MEETING MINUTES

May 11, 2022

Board Members in Attendance

- Kim Mathers – President – Via Phone
- Doris Allphin – Vice President
- Marvin Hicks – Member at Larger
- Scott DeCarlo – Member at Larger
- Brenda Ashcraft – Office Administrator
- Jacob Dozier - Operator

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

Approval of Minutes

Doris Allphin made a motion to approve March and April minutes. Scott DeCarlo seconded the motion. Motion passed unanimously.

Treasurer Report: Kim Mathers

Kim Mathers presented individual cost as well as total cost of operations and service expenses. Kim also presented before the board upcoming bills for approval to pay. Doris Allphin motioned that CSD pay the bills presented and Scott DeCarlo seconded the motion. Motion passed unanimously.

Kim Mathers talked of our A/R and Delinquency accounts status. Brenda Ashcraft gave the status on collections of delinquency accounts and shared new information regarding collection through property taxes. **Form LB-50 Notice of Property Tax and Certification of intent to impose a Tax, Fee, Assessment or Charge on Property** is filled out and returned to Klamath County by July 15th of the calendar year. Once Klamath County receives the Form LB-50, CSD can no longer take or accept payment from the customer, it must be paid through Klamath County Property Tax. The debt is combined with the owners property tax and must be paid by the owner at the time property tax is due to Klamath County. When money is received by the County, CSD is then sent the delinquency debt in full to pay off property owners outstanding sewer balance.

Presidents Report: Kim Mathers

Gilchrist Annexation is finalized and has been passed. CSD received a 7-page letter from the Klamath County Counsel regarding the annexation of Gilchrist property into the Crescent Sanitary District, to include maps of Gilchrist town dated April 27, 2022. The deadline for approval for distribution to happen for 2022 was March 31, 2022. The annexation was not approved until April 27, 2022; therefore, tax distribution will not happen until 2023. CSD will notify Gilchrist HOA and for them to notify the town of Gilchrist. We will not be able to match Crescent residential payment to Gilchrist residential payment from \$78 until November 2023.

The decommissioning of the tanks per the County is that there is not a time limit on this. CSD is currently looking at pump trailer, that will not require a CDL. It has an 800 gallon, and 250-gallon fresh water. With the pump trailer, CSD could incur some of the cost of the decommissioning. DEQ has \$100,000 in loan funds available to help with the decommission, which CSD has 6 months left to have access to this money. CSD is currently receiving estimates on the decommissioning of the tanks from Jake at La Pine Septic, Ready Mix, Sun West and Shields. It is possible for these companies or CSD to tag team the project with Morello Construction. Jacob Dozier, CSD's operator is to follow up with these estimates and get written information to Kim Mathers, who will in turn share with the other Board Members in time for the next board meeting in June.

Property at 435 Stevens tank has become a hazard and will be decommissioned ASAP. Any future decommissions that are outside CSD's time line will need to be approved by the CSD Board first.

CSD received \$2294 from KLCAS applications. There are KLCAS applications located at Gilchrist/Crescent Post Offices, the Gilchrist Deli and at CSD.

CSD is nominating Brenda Ashcraft to be the Budget Officer. CSD's budget is due by July 15, 2022 to the State and the County. Brenda will put together a Budget Committee and the Budget Committee will work on the budget project & resolution letter.

CSD is still waiting for a response IFA to know how CSD can allocate the ARPA funds.

CSD is working with Bruce Reed with the HOA of Gilchrist, hoping to create a sub-committee to address the sewer mainlines in Gilchrist that are on private property. They are also working with Nicole at Anderson Engineering.

Sewer Operator Updates:

Still looking for an affordable trailer/tank or truck/tank to assist in the decommissioning of tanks in Crescent. This would help in lowering the cost of the decommissioning. The latest find is \$20,000.00 for a trailer w/a tank. CSD operator Jacob and Scott DeCarlo are hoping to find something more affordable, as the auction season is coming back into play. CSD has very limited resources, so decommissioning can take some time to get to every tank. There is a rise in property owners asking for their tanks to be decommissioned. Klamath County has stated that there is not a deadline to meet the decommissioning. If a

property owner needs the tank to be done, it will have to be done by the property owner or hired out by the property owner. Reimbursement may be available; ***however, this will be taken on a case by case and MUST be approved by the CSD Board BEFORE the property owner can decommission at CSD's expense.***

Electrical on lift station#3 by Crescent Water has been completely replaced and is in full working condition again.

Adjournment: 6:30pm