



Crescent Sanitary District

136745 Hwy 97 Crescent, OR 97733 P.O. Box 265

Phone: (541) 433-2951

Email: info@crescentsanitarydistrict.org

Web Site: www.crescentsanitarydistrict.org

AUGUST BOARD MEETING MINUTES

August 10, 2022

Board Members in Attendance

- Kim Mather – President – Via phone
- Laurretta Butler - Treasurer
- Marvin Hicks – Member at Larger
- Scott DeCarlo – Member at Larger
- Brenda Ashcraft – Office Manager
- Jacob Dozier - Operator

Visitors in Attendance

- Bruce Reed

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

Approval of Minutes

Scott DeCarlo made a motion to approve July 2022 minutes. Marvin Hicks seconded the motion. Motion passed unanimously.

Treasurer Report: Laurretta Butler

Laurretta Butler presented individual cost as well as total cost of operations and service expenses. Laurretta also presented before the board upcoming bills. 2 invoices from Gilchrist Water are needing more information, such as customer & address, type of work completed, before payment can be issued. Laurretta motioned to pay all bills except, Gilchrist Water, Scott DeCarlo second the motion. The motion passed unanimously.

Presidents Report: Kim Mathers

RCAC will be paid off in full \$66,000.00 at the end of August. CSD will be able to make IFA payment in December 2022, as well as DEQ in February 2023.

OBDD needs a 1-page grant request that Kim Mathers and Nicole at Anderson Engineering are willing to put together. If the CSD Board members want to survey & evaluate what shape the existing collection system is in, this can be done, but the funds are

not allocated for this and would require the extra funds to take this route.

- Anderson Engineering would receive \$50,000.00 in the Gilchrist project
- If Gilchrist project needs to go out to bid to other engineering companies, CSD would need to hire a new Project Manager and hire a grant writer – This is not in CSD's budget. Kim Mathers handled this process in the Crescent project and will not be able to start at the bottom with the Gilchrist project. It would need to be another Board member or hire out, which CSD does not have in the budget.
- The cost of Gilchrist project for 12,329 feet of mainline & construction was \$2 million. Board is asking if CSD could get a ballpark figure from other contactors for how much it would cost either by foot or by miles to check out the existing Gilchrist sewer pipes condition? And whose responsibility would it fall to make the final decisions if the pipes need replacing or not? Jacob Dozier, CSD's Operator will work with Keith Bedell, wastewater technician from OAWU (Oregon Association of Water Utilities) and research the cost and qualifications of contractors along with their availability to inspect existing pipes. Jacob would also be the person to make the final decision of piping being replaced or not.
- DEQ – what are their requirements for Gilchrist collection system, upgrade codes etc. Gilchrist has clay piping. DEQ will not be involved until 2028.
- CSD is estimating the time frame for Gilchrist project from start to finish 2-3 1\2 years.
- Main lines are the responsibility of CSD and lateral lines are the responsibility of the home owners.
- Marvin Hicks, a board member will be looking into the County website for updated regulations on decommissioning and what forms need to be filled out with a decommission of a tank.
- Does CSD need fencing around the generators in Crescent? How much would this project cost? Fire hazard preventions for the generators? Jacob Dozier will be following up with this information and reporting back to the next board meeting.
- There was a manhole that over flowed from a backup of baby wipes in the main lines pipe in Gilchrist. Jacob Dozier handled this spill with the emergency spill kit. Everything went fine and was completed. Bruce Reed is going to have an informational sewer, items flushing at the Gilchrist Annual Meeting in September. This information will cover what can and cannot be flushed into the toilet. There are some wipes that state on the packaging that the wipe can be flushed, however, this is not the case.

Sewer Operator Updates:

Found a truck in Washington, still trying to collect all the information on the truck, how many hours it has, how many gallons can it hold etc. If CSD wants the truck, it could be picked up next weekend. Also, found a ready mixer for slurry mix, 12-yard mixer for \$1000.00. Bruce Reed offered for loan his mixer to CSD as an option. Jacob said 2 more generators will be here next week delivered by Morello Construction. Morello Construction is also adding on to the concrete slab at lift station 5. The 2 generators that are already installed have not been fired up as yet. Jacob decided to wait for the professional generator company to do that. Jacob has stated that CSD does have an emergency procedure in place

for any accidental spills, he has spill kits, generator access and La Pine Septic for major spills. This emergency procedure includes Gilchrist.

Adjournment: 6:14pm

Kim Mathers motioned to adjourn board meeting, Scott De'Carlo 2nd the motion, all in favor.