



Crescent Sanitary District

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BOARD MEETING MINUTES

October 12, 2022

Board Members in Attendance

- Kim Mather – President – Google Meeting
- Doris Allphin – Vice President
- Laurretta Butler - Treasurer
- Marvin Hicks – Member at Larger
- Scott DeCarlo – Member at Larger
- Brenda Ashcraft – Office Manager
- Jacob Dozier - Operator

Visitors in Attendance: No Visitors

Meeting called to order by: Kim Mathers at 5:03pm

Approval of Minutes

Scott DeCarlo made a motion to approve September 14, 2022 minutes. Laurretta Butler 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 that need to be paid. Scott DeCarlo motioned to pay all bills and Laurretta Butler second the motion. The motion passed unanimously.

Presidents Report: Kim Mathers

We had an issue with a property where the sewer pipe was not hooked up to the main system. This is Morello Constructions mistake; they will be reimbursing CSD for the payment of \$350.00 from La Pine Septic. The question remains if we need to reimburse the property owner 6 months of sewer expenses since it wasn't hooked up to main line. After some discussion around the Board members, it is decided to not reimburse the customer. The sewer was still being collected and what wasn't was taken care of with La Pine Septic.

QuickBooks has been a nightmare. We take one step forward two steps back. We are going to drop the "in the cloud" QuickBooks and go back to desktop. Working with the Accountant has been going well and helpful. The budget will also be entered into QuickBooks and we will be able to see where we are in comparison to the budget. Our Auditor is not available to start our audit until January 2023. Brenda will reach out to the Secretary of State to file an extension as soon as we receive our engagement letter from the CPA Firm. We are thinking the cost for this year's audit will be around \$8000.00.

CSD is looking to hire a part-time maintenance Operator for \$20 an hour, with about 5 hours weekly. Jacob, CSD Operator is needing help with setting up and decommissioning once we receive the vacuum truck. The job opening will be posted at the Crescent and Gilchrist Post Offices.

We need to work with CSD's Budget plan for needed equipment, a backhoe is definitely needed, along with other equipment. CSD could look at another loan from RCAC as an option. When property tax is paid, which should be around \$15,000.00 for Crescent, this money could be another option.

Sewer Operator Updates:

Jacob and Scott, a board member went to look at 2 separate Vacuum Trucks for sale, neither would have been a good purchase for CSD.

Jacob, CSD's operator will be working with Shane from Morello Construction to install the last of the 5 generators in Crescent. Also, Morello will be coming out in the next 2 weeks to add to the concrete slab at Lift Station 5. Jacob will be doing a test of starting/stopping the generators to make sure they work. Jacob added the instructions to the inside panel of the generators for emergencies where he or backup maintenance operator are not available, this way one board member will know how to operate the generator.

For Gilchrist, "pig tails" were ordered and Jacob decided to go with Gold Electric Inc. for installing them. The Board agreed with Jacob's decision.

CSD has found a Vacuum Truck for \$37,500.00 and has 2 weeks to complete the financing to buy the truck. CSD can look for a 2-year financial loan and pay off in a month once CSD receives the budgeted amount agreed upon through DEQ. The DEQ officer is not back in the office for 2 weeks, CSD is hoping this can get done in time. Shipping will be \$3500, which CSD has to pay for, shipping cost is not included with DEQ draw. This money would come out of the Operational Budget. The shipping company informed us that we could save on shipping cost if we meet them at the Oregon State border \$600.00. If they cross the State border is cost \$800.00 more because of "over height" cost. An issue that CSD runs into once the Vacuum Truck is delivered, is where to store it during the winter months. CSD has asked the Mill, however the Mill has concerns about whether or not there would be a smell or leakage from the truck.

The Mill has reached out to CSD, wanting to tie into the Crescent Sewer. The process and gathering information of the following would need to be figured out.

- What is the cost for CSD
- What would CSD charge the Mill, as they are considered Industrial
- Engineers from the Mill would connect with CSD engineer, Anderson Engineering
- Can CSD lagoons take 2200 gallons a day from the Mill
- Lift stations

- Could it be constructed for new customers to connect to the line and what would the cost be

CSD's research on condition of the sewer lines for Gilchrist continues. Jacob has received the root treatment and will be applying that to a couple of spots and check in 2 weeks to see the progress. CSD has borrowed a better and longer camera from Sunriver sewer, so Jacob and Keith (OAWU) will be able to see clearer what is in the sewer pipes and if progress was accomplished with the root treatment.

ODF has met with Jacob, regarding an easement agreement made back in 2021 regarding the use of treated water from the Lagoons. The treated water will be used for dust abatement and fires. It would not include a fire helicopter; the lagoons are too small and has a thick rubber lining that could be torn. The lagoons are not ready at this time for treated water usage. One question that arises is a metered hydrant would need to be installed, who pays for that? Second, who would be responsible to pay for the city water usage? Lots of questions that need to be researched further.

Adjournment: 6:00pm