



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

BUDGET HEARING MINUTES June 26, 2023

Board Members in Attendance

- Doris Allphin – President
- Laretta Butler – Treasurer
- Marvin Hicks – Member at Larger
- Scott DeCarlo – Member at Larger
- Brenda Ashcraft – Office Manager/Budget Officer

Visitors in Attendance: No Visitors

Meeting called to order by: Doris Allphin at 5:00pm

Budget Hearing for the Board to approve the 2023-2024 fiscal year budget. The budget was presented to the Budget Committee, Budget Officer on June 20, 2023, and was approved by the Budget Committee. Budget Office, Brenda Ashcraft, presented and explained the budget to the Board. Motion was made by Scott DeCarlo to approved and adopt the 2023-2024 Budget as presented. Motion was seconded by Laretta Butler. Motion unanimously approved.

Doris Allphin formally informed all board members of the Sewer Operator's, off duty, automobile accident on June 19, 2023. Eric has been covering in Jacob's absence just doing the necessities of the position. Board discussed how this situation proves the urgency of having Standard Operating Procedures in place. Board is aware this is in the works along with current job descriptions, job titles, and pay ranges. This needs to be complete ASAP for all CSD positions. Board also discussed the return of the company truck and phone from Jacob so that Eric will have full access while Jacob is off duty.

Marvin asked about an update on the election results. Doris told the board that we are waiting for the county elections department to reach out to the write in candidate for their acceptance or rejection of the position. Board was concerned that this was not the procedure so Doris said she was have the office manager confirm with the elections department and inquire about an update on the status.

Public Comments and Questions:

None

Adjournment: 6:20PM