



## Crescent Sanitary District

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### **BORAD BUDGET HEARING MINUTES September 26, 2023**

#### **Board Members in Attendance**

- Doris Allphin – President
- Scott DeCarlo – Vice President
- Marvin Hicks – Treasurer
- Brenda Ashcraft – Office Manager/Budget Officer

#### **Visitors in Attendance:** No Visitors

#### **Meeting called to order by:** Doris Allphin at 4:05pm

CSD needs to do a revised budget due to an error on Utility Revenue and changes to Operating Expenses, Payroll allowances and the loans not added on CSD budget. CSD needs to hire or use Temp services for the office. Operations have already had to replace a pump, which is 16,000.00, so the operation account had to be increased. The committee was presented with Profit and Loss Budget vs Actual Report with an explanation to the changes to the revised categories as follows:

- Utility Revenue – Adopted Budget \$413,242 – Amended \$317,040
- Materials and Services – Adopted Budget \$149,993 – Amended \$208,117
- Personnel Services- Adopted Budget \$149,993 – Amended \$142,404
- Debt Services - Adopted Budget \$69,321 – Amended \$0.00. In the 6-30-2023 adopted budget, the Board thought we could pay the OBDD loan, after reviewing all the information again, it was decided that it would be in CSD's best interest to renegotiate 2 of DEQ loans and 1 loan from OBDD. The letter of explanation for debt not listed on the budget was presented to the Budget Committee for review.

The Board reviewed all reports and revised LB forms, with no further questions. Scott DeCarlo motioned to approve the revised budget. Marvin Hicks seconded the motion. Motion passed unanimously.

President Doris Allphin presented to the Board that an office assistant is needed. Brenda and Doris have a meeting on September 19<sup>th</sup> with Select Temps and are working with HR Answers to gather information on hiring or using a temp service and to decide if this would

be a temporary or permanent position. This will be discussed at the next Board meeting October 11, 2023.

The Board discussed the CLS 2 pump repair, it is \$8800 to fix the pump.

- It is the same brand as the one at the Water district we had to replace.
- Currently working up the prices to either repair or replace the pump with a new brand.

Brenda is scheduling a meeting with Board candidates that have filled out an application, she will get back to the Board with that date.

Estimate is coming soon for repair at the Market lift Station.

The generator at Big Pines RV

- CSD sent a letter to Anderson Engineering. We would like to have them wire it for higher voltage and VFD at their cost. This is the Engineers error.

**Adjournment: 4:56pm**