



Crescent Sanitary District

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Board Meeting Minutes

February 14, 2024

Board Members in Attendance

- Scott DeCarlo – Vice President
- Marvin Hicks – Treasurer
- Duffy Caldwell – Member at Large
- Brenda Ashcraft – Office Manager
- Brent Whitney – Wastewater Operator

Visitors in Attendance:

Bruce Reed – Gilchrist HOA

Meeting called to order by: Scott DeCarlo at 5:03pm.

Approval of Minutes

Approval of January 10, 2024, minutes was motioned by Scott DeCarlo. Duffy Caldwell 2nd the motion. The motion passed unanimously.

Treasurer Report: Marvin Hicks

Office Manager, Brenda Ashcraft presented individual costs as well as total cost of operations and service expenses, along with operating bills to be paid. Scott DeCarlo made a motion to pay the upcoming bills provided. Duffy Caldwell 2nd the motion. The motion passed unanimously.

Marvin Hicks had questions on the P&L vs Budget Actual report regarding the budgeted amount for our office lease. Brenda Ashcraft explained that the budgeted amount is spread out through a couple of chart of accounts due to the Oregon GATSBY laws. Brenda stated that she would go over this with Marvin in the office.

Old Business

The renegotiating of the loans for DEQ and OBDD has taken the first steps to renegotiate these loans. OBDD and Oregon Business is requiring CSD to do a mandatory Rates Survey. RCAC will be conducting this survey. CSD has it's first meeting with our Accountant, Mr. Gil, RCAC, DEQ and OBDD next week February 22, 2024.

Scott stated that the job announcement for Operator II needs to be taken down from

New Business

The beginning of CSD renegotiating our DEQ and OBDD loans has begun. DEQ sent Amendment No. 1 letter to the original loan R25102. So that CSD is not in default during the negotiating process the due date of payments were deferred from December 2023 to December 2024. That is the only change to the original loans. Scott DeCarlo proposed that CSD accept and sign the amendment letter, along with Resolution No. 2.14.2024. Duffy Caldwell 2nd the motion. The motion passed unanimously.

ExperTech has recommended that CSD email switch to MS Business License, with this we can have up to 5 email accounts under the same license for \$40/month. Right now, we are under 365 Personal Account where we pay \$15.00/mo. per email address. There would be a \$400.00 one-time fee to migrate over the new system. Going with MS Business CSD would also have email tech support with ExperTech which is very helpful to our staff. Marvin Hicks made a motion to migrate over to MS Business License with ExperTech. Scott DeCarlo 2nd the motion. The motion passed unanimously.

Sewer Operator Updates:

Another pump burned up due to items being flushed down the toilets that are clogging the pump blades, causing them to stop and then the motor burns out. This is the 3rd pump that needs to be replaced in a 6-month period. Scott DeCarlo stated that CSD will need to up their rates to keep up with the damage customers are causing to the sewer system. Although the Operator has found many flushed items; condoms, hair clips, wipes, t-shirts, greasy rags, just to name a few, this time was a tampon that the pump was not able to grind. The tampon was wrapped around the pump causing it to stop spinning and burned out the motor. CSD needs a new pump that will cost approximately \$18,000.00 from Owen's Pump. The \$18,000.00 will include the electrical upgrade, hook-up, and the new pump. This is the best price Scott has been able to find, which is cheaper than the last 2 pumps replaced. Scott DeCarlo made a motion to move forward with the order and purchase of the new pump. Marvin Hicks 2nd the motion. The motion passed unanimously.

On January 29, 2024, CSD had a major overflow. CSD's pumper truck was able to absorb 1000 gallons of wastewater. The overflow was so much that CSD Operator called La Pine Septic to help. La Pine Septic pumped 68,000 gallons of wastewater. The pumper trucks were not able to go back to La Pine to empty their trucks because of how fast and how much wastewater was overflowing, they were forced to dump into Crescent Lagoons even though a sifter screen has not been purchased. The sifter screen will cost approximately \$30,000.00. La Pine Septic invoice was \$7,661.25.

The pumper truck has a 38" disk fan that is rusted out and completely gone. Scott DeCarlo showed a diagram of the pump that he drew to explain the issue with the failed fan. A fan needs to be purchased for CSD's pumper truck, which American Sewer Parts have for \$3,130.00, which includes the labor cost to install. Scott DeCarlo made a motion to move forward and purchase a new fan. Duffy Caldwell 2nd the motion. The motion passed unanimously.

Walker Range has a couple of portable trash pumps at a couple grand a piece or CSD can continue to look at the Surplus sites.

Our Operator, Brenton has a full “to do” list for spring and throughout the summer. Brenton and Scott are finding many issues with being able to complete this “to do list”. One issue is the lift stations have all been built with different specs. Another issue is the location of the electrical junction box and shut-off valves for the pumps are inside some of the lift stations and are not accessible. The spaces are confined and without ventilation. Brenton is required to maintain and suck out the lift stations yearly or more if necessary. Brenton needs to be able to access the electrical and shut off valves to fix, clean and to do maintenance. We need to improve the lift stations for safety and prevention.

Scott DeCarlo made a motion to hire Troy Titus to snowplow around the CSD’s office building. Troy charges \$50 for each time. Duffy Caldwell 2nd the motion. The motion passed unanimously.

Presidents Report: No report

Public Questions and Comments:

No Comments

Adjournment: 6:30pm