



Crescent Sanitary District

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Board Meeting Minutes Thursday January 16, 2025, at 2:00pm

Board Members in Attendance

- Jim Simmons – President
- Tom Fuller - Vice President
- Ernie Morreira – Member at Large
- Wendy Brown – Office Clerk
- Brenton Whitney – Operator

Visitors

- Jim Kal
- Marlene Reid
- Dwayne Young
- Linda Peterson
- Jim Wilhelm via Zoom

Meeting Called to Order: Meeting called to order by Jim Simmons at 2:01pm

Agenda

Jim Simmons adjusted the agenda to add approving the Supplemental Budget for 2025, approving the on-call time from a minimum of \$20 to a minimum of 2 hours paid, and approving the Amazon purchases for operators.

Approval of Minutes, Agenda, and Financials

Jim Simmons made a motion to approve December 12, 2024, meeting minutes.

Tom Fuller 2nd the motion. Motion passed unanimously

Jim Simmons made a motion to approve the agenda. Tom Fuller 2nd the motion. Motion passed unanimously.

Jim Simmons made a motion to accept the financial reports and expenses. Tom Fuller 2nd the motion. Motion passed unanimously.

New & Old Business

Jim Simmons made a motion to approve the Supplemental Budget for 2025, resolution no. 01-16.2025. Tom Fuller 2nd the motion. Motion passed unanimously.

Jim Simmons made a motion to approve the cancellation of debit cards and switch to using credit cards. Tom Fuller 2nd the motion. Motion passed unanimously.

Jim Simmons made a motion to cancel the yearly contract with Crescent Water District. Tom Fuller 2nd the motion. Motion passed unanimously.

Jim Simmons made a motion to approve on-call changes for operators from a minimum of

\$20.00 to a minimum of 2 hours paid. Tom Fuller 2nd the motion. Motion passed unanimously. Jim Simmons made a motion to approve \$4909.40 in Amazon purchases for equipment and supplies. Tom Fuller 2nd the motion. Motion passed unanimously. Jim made a motion to approve the use of collection letters after 90 days of delinquency. Tom Fuller 2nd the motion. Motion passed unanimously.

Board Comments

Jim Simmons stated that we have not received any response from DOJ's demand letter response from CSD to date.

Tom Fuller wanted to discuss purchasing postcard stamps versus the stamp machine we are contracted with. Found that it saved CSD over \$20 a month by staying with the system we have in place.

Operator Report from Brenton

- Met all DEQ requirements for the month.
- End of year paperwork has been submitted.
- GLS 03 is completed, and the inspection is finished
- Cleaned 250ft of sewer mainline located on Hillcrest
- Monthly DMR's completed and turned in.
- Took on LB-31 budget.
- 2025 on-call schedule is complete. Met with OAWU and did a cyber security test on the operations computer.

Office Clerk Report from Wendy

- Reviewed total active customer accounts
- Reviewed collections and where we stand for the month.
- Discussed the Office Clerk duties and what has been taken on for the position since December 2024.
- Discussed using updated collection letters for accounts 90 days past due.

Public Comments

Marlene Reid stated she was dissatisfied with how the progress of repairing an underground broken pipe on her property went.

Jim Kal stated that we are a community and need to start treating our businesses and the staff of those businesses with respect. He stated this a small community and that if we start working together as a community, things will be better.

Dwayne Young stated that if we would have helped Marlene Reid clean she would not be at the meeting to complain and that is all she was trying to state in her comment.

Adjournment: 2:41 pm Jim Simmons made a motion to adjourn the meeting. Tom Fuller 2nd the motion. Motion passed unanimously.

ATTEST

A handwritten signature in blue ink, appearing to read 'Tom Fuller', written over a horizontal line.

Tom Fuller-Vice President

A handwritten signature in blue ink, appearing to read 'Jim Simmons', written over a horizontal line.

Jim Simmons - President