



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

Board Meeting Minutes Thursday February 13, 2025, at 2:00pm

Board Members in Attendance

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

Visitors

- Jim Wilhelm via Zoom

Meeting Called to Order: Meeting called to order by Jim Simmons at 2:00pm.

Agenda

Approval of Minutes, Agenda, and Financials

Jim Simmons made a motion to approve January 16, 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 Scott DeCarlo contract. Tom Fuller 2nd the motion. Motion passed unanimously.

Board Comments

Ernie Morreira discussed the quote of \$6000 to rebuild the broken pump that was in the parking lot. Jim Simmons stated that the pump is outdated and obsolete, therefore there is no need to be rebuilt as CSD needs phase 3 motors.

Tom Fuller wanted to point out that Mr. Gil misspelled “board” on the financial documents.

Operator Report from Brenton

- Met all DEQ requirements for the month.
- We received 0 locates that were finished same day we received them.
- Cleaned 100ft of sewer mainline.

- TV footage for this month was 0ft.
- Monthly DMR's completed and turned in.
- Took care of the plowing around the office and lagoons.
- 2025 on-call schedule is complete.
- Monthly safety meeting and training are complete.
- 1 time a week, the Operator will take the Ford work truck home to fuel up for the week.
- Updated Emergency Response Plan.
- Joined meeting on cyber security waiting on the report.

Office Clerk Report from Wendy

- Reviewed total active customer accounts
- Reviewed collections and where we stand for the month.
- Discussed Collections and how much we are losing each month with customers who do not pay.
- Discussed using updated collection letters for accounts 90 days past due.

Public Comments

Adjournment: 2:20 pm Jim Simmons made a motion to adjourn the meeting. Tom Fuller 2nd the motion. Motion passed unanimously.

ATTEST



Tom Fuller-Vice President



Jim Simmons - President