



Crescent Sanitary District

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Board Meeting Minutes Thursday July 10, 2025, at 2:00pm

Board Members in Attendance

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

Visitors

Jim Welham-Via Zoom

Tricia Kent with RCAC-Via Zoom

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

Approval of Minutes, Agenda, and Financials

Jim Simmons made a motion to approve June 12, 2025, meeting minutes. Tom Fuller 2nd the motion. Motion passed unanimously.

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

Jim Simmons made a motion to approve July 2025 financials. Tom Fuller 2nd motion. Motion passed unanimously.

New & Old Business

Jim Simmons read our accountants' Cash Analysis Report to the board.

Tricia Kent from RCAC did a presentation on what she will be doing for CSD's rate study

Jim Simmons discussed the invoices we received from DEQ & OBDD showing that we currently owe no interest on loans.

Jim Simmons discussed that our Accountant will be retiring in December 2025 and that we need to start looking for a new accountant soon.

Jim Sommons made a motion to approve the new ordinance 05.23.2025 showing a 5% increase on new stub fee and system development charge. Tom Fuller 2nd the motion. Motion passed unanimously.

Board Comments

Operator Report from Brenton

- Met all DEQ requirements for the month.
- Received 16 locates that were finished the same day we received them.
- Cleaned a total of 150ft of sewer mainline located on Manzanita.
- Weekly check of manholes in Gilchrist to prevent SSO.
- TV footage for this month was 0ft.
- Monthly DMR's completed and turned in on time.
- The monthly safety meeting and training is complete.
- Working on quotes for pump seal replacements.
- Sampling every day at the lagoons.
- Working with the contractors for 314 Jones St new hookup.
- Worked with the fiber guys to make sure none of our lines were hit.
- Moved all vehicles and trailers due to code enforcement complaint.
- Taking samples in for testing every Monday or Tuesday
- Put up a couple markers for manholes.
- Got the backhoe valve body back.
- Working with bank for new company credit card.
- Starting to clean shop and take inventory.

Office Clerk Report from Wendy

- Reviewed total active customer accounts including residential and business.
- Reviewed collections and where we stand for the month and how the next month is looking.
- Discussed Collections and how much we are losing each month with customers who do not pay.
- Discussed working on getting customers set up on Autopay.

Public Comments

Jim Welham discussed last year's budget compared to this year's budget and reflected on how well we have done with the budget.

Adjournment: 3:05 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