



Crescent Sanitary District

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Board Meeting Minutes Thursday September 10, 2026, at 2:00pm

Board Members in Attendance

- Jim Simmons – President
- Tom Fuller - Vice President
- Ernie Morreira – Member at Large (via Zoom)
- Mike Benton-Member at Large
- Steven Stark-Operator Trainee
- Wendy Brown – Office Clerk

Visitors

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 current agenda, Tom Fuller 2nd motion. Motion passed unanimously.

Jim Simmons made a motion to approve August 13, 2026, meeting minutes, Tom Fuller 2nd the motion. Motion passed unanimously.

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

New & Old Business

Jim Simmons gave an update on SEI Construction starting the fence installation on September 28, 2026.

Jim Simmons made a motion to approve Resolution No. 09.10.2026 A-V. Thomas Fuller 2nd the motion. Motion passed unanimously.

Jim Simmons made a motion to approve Resolution No. 09.10.2026 F. Thomas Fuller 2nd the motion. Motion passed unanimously.

Jim Simmons read the new policy & procedures for Public Records Request, Records Retention, Return to Work, Vacation & Sick Leave, and Work from home policies. All members voted unanimously to accept the policy and procedures.

Jim Simmons gave an update on grant approval of \$100K for Gilchrist engineer. Waiting on Kelly & Associates to write the grant and contact him.

Thomas Fuller gave an update on finding new accounting services and ordinance updates.

Mike Benton has completed all his tasks.

Ernie Morriera gave an update on decommission of septic tanks.

Board Comments

Operator Report from Steven

- Daily email and locate checks
- Pictures of flow charts done daily
- Now taking pictures of all 3 lagoons for DMR online
- DMR's are all caught up and being submitted online
- Resolved shipping invoices for overnight parts through Owen's Pump & Equipment
- Speaking with AMI Global as we are not getting alarms on all 3 Gilchrist lift stations.

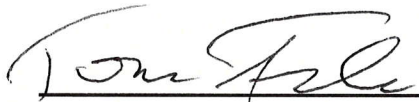
Office Clerk Report from Wendy

- 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.

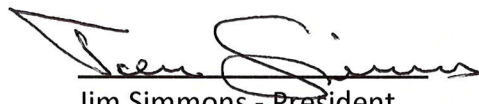
Public Comments

Adjournment: 2:42 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