



## Crescent Sanitary District

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### Board Meeting Minutes

June 12, 2024

#### **Board Members in Attendance**

- Scott DeCarlo – President/Vice President
- Marvin Hicks – Secretary/Treasurer
- Duffy Caldwell – Member at Large
- Brenda Ashcraft – Office Manager
- Wendy Brown – Office Clerk
- Brenton Whitney – Operator
- Michael Frederic – Operator

#### **Visitors in Attendance**

- Bruce Reed
- Cathi Lane
- Donna Corbet

**Meeting Called to Order by:** Scott DeCarlo at 5:00pm

#### **President Message**

Scott DeCarlo read aloud the following.

We as board members of Crescent Sanitary District have been struggling with dealing with the needs of CSD. We believe at this time it is in the best interest of the district and the community that we serve that the board step down and vacate the board in hopes that others that are more qualified will be able to step in and better deal with the needs of the district. We regret having to take this action but see it to be necessary for the future of CSD. Effective at 12:00am July 1, 2024, we will be taking this action.

Each board member read aloud their own resignation letter.

#### **Approval of Minutes**

Approval of May 9, 2024, minutes was motioned by Scott DeCarlo. Marvin Hicks 2<sup>nd</sup> the motion. Motion passed unanimously.

### **Treasurer Report**

After July 1, 2024, Brenda Ashcraft will be given authority for all banking transactions, signing of checks, paying monthly operating bills and operations of administration, processing payroll. These minutes are the board's approval.

Marvin Hicks made a motion for Brenda Ashcraft to be given the above authority effective July 1, 2024. Scott DeCarlo 2<sup>nd</sup> the motion. Motion passed unanimously.

Brenda Ashcraft presented the P&L Report, Budget versus Actual Report and the upcoming bills for approval. Marvin Hicks made a motion to approve payment of the upcoming bills and purchase of office supplies. Scott DeCarlo 2<sup>nd</sup> the motion. Motion passed unanimously.

Brenda addressed the board regarding current internet issues. The internet continues to disconnect periodically. This is causing an issue with the downloads from NexBillPay and Sequoyah. We received a quote from Bend Broadband TDS for \$79.50 monthly and a \$14.95 hookup cost. This covers 10-15 devices and gives more than enough bandwidth to cover CSD's needs. CSD will review our contract agreement with the current vendor and if CSD's contract is up or would need to be broken. Scott DeCarlo motioned to break the current contract, if the cost is not more than \$500 and make a new contract with Bend Broadband TDS. Duffy Caldwell 2<sup>nd</sup> the motion. Motion passed unanimously.

### **Sewer Operator Updates:**

Brenton gave a report on the OSHA inspection that took place last week. There were 3 violations on the data sheet: lack of safety meetings for operators being one. CSD also needs to do a written hazardous communication plan. OSHA will complete the inspection in the next few days with interviews of employees.

Operations needs to get a shop vac. Scott DeCarlo made a motion to purchase a shop vac. Marvin Hicks 2<sup>nd</sup> the motion. Motion passed unanimously.

### **Public Questions and Comments:**

Guests were supportive to the board members in their decision to resign. Bruce Reed stated that the board really has no other option. The situation is bigger than the board. Cathi Lane thanked the board members for all their hard work.

### **Adjournment:**

Scott DeCarlo made a motion to adjourn the meeting. Duffy Caldwell 2<sup>nd</sup> the motion. Motion passed unanimously. Meeting adjourned 5:51pm