

CLOVERDALE SANITARY DISTRICT

Special Board Meeting Minutes

August 19, 2026

1. Board Director Corcoran called the meeting to order at 7:01pm
2. Directors present were Jeniffer Corcoran, Candy Pengelly and Fred Bassett.
Staff members present were Heidi Reid and Jeremy Alexander.
3. Discussion re: SDC Fee for Food Cart at Nestucca Valley High School
Director Corcoran asked Mrs. Reid to explain to the Board what she had found out regarding the questions from last week's meeting.

Mrs. Reid explained the start-up will be when school starts. That being said he stated they still have to get the approval, which hinders on the Sanitary Districts decision. If not at the beginning of the year, they would like it to be installed and running very soon after. He basically stated ASAP. She let the Board know she did do some research via the questionnaire and loan paperwork we had to complete for the initial loan from Business Oregon. There is a section that asks if the District has a hardship program due to being in an economically distressed area. We do not have such a program, but when she discussed this with Melanie Olson, she let her know the District deals with hardship on a case-by-case basis. She believes we can justify the forgiveness of the SDC via this program.

Director Bassett stated he believes it is a good program and will only benefit the community and the young people in our community. Directors Corcoran and Pengelly agreed.

Motion

Director Bassett moved to waive the SDC fee for the Nestucca Valley High School Prostart program.

Director Corcoran seconded the motion carried with three ayes.

4. Discuss Monthly Sewer Fee for New Connection
Director Bassett asked if they understood there would be a monthly fee with the new connection. Mrs. Reid explained she had spoken with Jeremy Strober regarding this fee and they were not aware. He did let her know if it is necessary for them to pay a fee they will figure it into their monthly cost of the program. Mrs. Reid explained to the Board that currently the restaurant fee for the District is \$198 plus the \$5 CIF for a total monthly cost of \$203 per month. She let the Board know Jeremy Strober stated the food truck would not have any restrooms or be used on a constant basis. The only water use will be from sinks and

dishwashers. Mrs. Reid let the Board know, in the past with the Soda Fountain in the Pharmacy and the one that was in the Rusty Cow the District only charged the Commercial Small Business rate of \$80 plus the \$5 CIF. This was because they were part of a larger business and their flows were less than a regular restaurant. The Board asked what our Large Commercial rate was. Mrs. Reid explained it was \$130 plus the \$5 CIF. Director Bassett mentioned he thought the Small Commercial Business rate would be sufficient due to it not actually being a restaurant. The Directors Cocoran and Pengelly agreed.

Motion

Director Bassett moved to charge the Commercial Small Business rate for the Prostart Program.

Director Corcoran seconded the motion carried with three ayes.

The Board asked Mrs. Reid to draw up a letter letting the School know of the Board decisions. Mr. Alexander mentioned we needed to reiterate the grease trap situation. As long as there are not fryers, they will not need an exterior, formal trap. If ever fryers come into play, they will have to install one.

5. **Directors Comments**

There were no additional comments.

6. **Adjournment**

Board Director Corcoran adjourned the meeting at 7:10pm

Motion

Director Corcoran moved to adjourn the meeting.

Director Bassett seconded the motion carried with three ayes.

These Minutes were approved by the Board of Directors by the following votes:

Aye:_____ Nay:_____ Abstain: _____ Absent:_____ Attest:_____

Board Member

Board Member

Minutes transcribed and submitted by Heidi Reid, Administrator