

MINUTES OF THE  
COLONIAL PINE HILLS SANITARY DISTRICT  
April 16, 2024

The Board of Trustees of the Colonial Pine Hills Sanitary District met on April 16, 2024 at the CPHSD Office Building. President Mills called the meeting to order at 7:00 PM. Trustees present included Edward Mills, President; Don Nolting, Vice President; Peter Rausch, Trustee; LeRoy Draine, Trustee; and Ron Colerick, Trustee. Present also was Jim Martin, Manager; Talbot Wieczorek, Legal Counsel; and Steve Burgad, Maintenance. Also in the audience was Jeannette Mills.

AGENDA:

Nolting made motion, seconded by Colerick to approve tonight's agenda as written. The motion passed with a unanimous voice vote.

MINUTES:

Nolting made motion to approve the minutes of the March 19, 2024 as written. A second was given by Nolting. The motion passed with a unanimous voice vote.

FINANCIAL REPORT:

The financial report for March was presented. Mills asked if anyone had questions concerning the financial aspect. No one did so Draine made motion, seconded by Rausch, to approve the financial report. It passed by unanimous voice vote.

MANAGER'S REPORT:

Martin reported he has a meeting on April 29<sup>th</sup> with Ketel, Thorstenson, LLP to discuss the bi-annual audit that will be conducted this summer. He also said he and Steve will be attending portions of the annual Rural Water Expo next week. The repair of the water service line leak at 4911 Nonanna Street is complete. Askland Construction pulled two new service lines under the road from the tapping saddles to the curb-stops. This repair cost was just over \$11,000. Steve has been battling Voles all spring but think he now has the upper hand. Voles appear to now be absent from the Croyle, Nonanna, Naylor and Whispering Pines facilities. We have received the 2023 Water Quality report and it has been printed distributed along with a 2024 newsletter this week. I wish to purchase a new meter reading antenna. This will give us additional flexibility to use any vehicle to read meters and not just the Polaris. I will be on vacation from May 23<sup>rd</sup> to the end of the month. There being no further discussion Nolting made a motion seconded by Draine to approve the Manager's report. The motion passed by unanimous voice vote.

OPERATOR'S REPORT:

Mike Riker could not be at this meeting. His report was in the Trustee package for review. There being no questions or comments, Colerick made motion, seconded by Draine to approve the Operator's report as written. The motion passed by unanimous voice vote.

## OLD BUSINESS:

1. *Replacement of 4 Inch Pipelines:* Last month it was suggested that the replacement of the pipeline be canceled and just replace two defective water service lines instead. Any decision was delayed for a month so the members could have time to consider each alternative and its estimated cost. After a short rehash of the objectives of the pipeline replacement and the extended cost, Nolting moved to proactively move and replace the current water service line between the saddles on the main beneath the culvert beneath the driveway of 3309 Kerry Drive and the two curb-stop valves across the street at 3335 & 3364 Kerry Drive. This will require the cutting of the driveway, removal of the culvert and the replacement of piece of 4-inch pipeline, then the installation of two tapping saddles away from the driveway, the pulling of two service lines under the street, the connection to two new curb-stop valves and the reinstallation of the culvert, repair and asphaltting of the driveway and cleanup. The motion was seconded by Draine. The motion passed by unanimous voice vote. Martin also suggested that an isolation valve might also be installed while the pipeline is open. The cost of this repair is estimated at between \$20,000 and \$25,000 against \$1,400,000 for the entire pipeline and services.
2. *Stand-by Generator for Croyle Well-house:* No additional information was available.

## NEW BUSINESS

1. *Western Dakota Rural Water System (WDRWS):* Martin stated that our dues to WDRWS will be due later this year and he suggested we up our membership from a Class II voting member (\$750 annually) to a Class I voting member (\$1,500 annually). After some discussion our Legal Counsel, whom also represents WDRWS, suggested that it might be better to remain a Class II member. The reason is that there are seven Board Directors of the WDRWS and that one of them is for Class II members and since CPHSD is currently the only Class II member, we would most likely continue to have a seat at the Board. At this, Martin withdrew his suggestion.
2. *System Control and Data Acquisition (SCADA) system:* Our SCADA system is using older technology and requires an internet connection (Static IP Address) that is unreliable at times since it is a landline system. We need to update to a cellular based system that is not proprietary. The system has been discussed on several occasions and should be replaced. Martin suggests that next month when Operator Riker is present, we have a serious discussion about the replacement of this obsolete system.

Mills asked for any additional comments:

Legal Counsel Talbot Wieczorek talked about contracts, specifically with engineering firms. He stated we need to review them closely to ensure we don't give any of our rights away and that should we change insurance companies during the life of a contract that the insurance company agree to the wording of the contract so we don't get caught needing insurance and not have any. He suggested that we might want to pick an engineering firm and negotiate a contract with them so that we have it in place the next time we need to propose a project.

Pete Rausch stated he would not be at the May meeting due to a work scheduling conflict.

There being no other business before the Board, Mills reminded us that the next meeting will be on May 21, 2024 and asked for a motion to adjourn. At 7:55 PM, Rausch made motion to adjourn, seconded by Nolting. The motion passed by voice vote.

Respectfully submitted,  
Jim Martin, Manager/Clerk