

MINUTES OF THE  
COLONIAL PINE HILLS SANITARY DISTRICT  
April 20, 2021

The Board of Trustees of the Colonial Pine Hills Sanitary District met on April 20, 2021 at the CPHSD Office Building. Social Distancing was observed. President Mills called the meeting to order at 7:00 PM. Trustees present included Edward Mills, President; Don Nolting, Vice President; Gerald Burdick, Trustee; LeRoy Draine, Trustee; and Peter Rausch, Trustee. Present also were Jim Martin, Manager; Steve Burgad, Maintenance; and Mike Riker, Operator.

AGENDA:

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

MINUTES:

Burdick made motion to approve the minutes of March 16, as written. A second was given by Rausch. The motion passed with a unanimous voice vote.

FINANCIAL REPORT:

The financial report was for presented was presented. Mills opened the floor for discussion. There was none. Burdick made motions, seconded by Nolting to approve the financial report. It passed by unanimous voice vote.

MANAGER'S REPORT:

Martin reported we have 115 Kamstrup meters installed. He reported that the Dean Thompson lot north of Sheridan Lake Road has been sold and the new owner does not appear to wish to hook-up to our system. Our Notification Alert system mailing has had considerable success. We are still receiving phone numbers and/or email addresses for better communication. We have heard from nearly half of our customers thus far. Beth Nelson is doing research concerning asset mapping software and equipment. We might, if the cost is within reason, be able to update our system maps. Our new Meter Reader is Mike Young. He read meters in early April and did a good job. There being no further discussion Draine made a motion, seconded by Rausch, to approve the Manager's report. The motion passed by unanimous voice vote.

OPERATOR'S REPORT:

Riker gave the Operator's Report. He reported the production levels for March and early April. All samples have been taken for the month and all the wells are working well. Basically, the month has been good. All wells and systems are working normally and we have had a new shipment of treatment chemicals. There being no questions Draine made motion, seconded by Rausch to accept the Operator's report. The motion passed by unanimous voice vote.

OLD BUSINESS:

1. Kamstrup Metering: Martin reported that we now have 115 radio-read meters installed, with another 14 scheduled. Once these are complete, we will have all homes on Dunsmore Road south of Albertta Drive completed. This, along with other groups, will shorten the meter reading time of the walking reader.
2. Stand-by Generator Update: As an update, the District believes it to be prudent that a stand-by power generator be installed at the Croyle II well house to be available during a power outage, regardless of its cause. At this meeting the Board made a decision to select a 150 KVA generator that will run on natural gas (NG). A NG pipeline is just across the road from the well house. NG burns cleaner and there should not be an interruption in supply. It is well understood that when power goes out the automatic switching device will start the generator and connect it to the building. The concern now is how to get the well to turn on. With normal power on the flow sensors at the storage tank monitor tank levels and when the level gets down to a predetermined level the SCADA system, via radios, call for the well to come on and run until the SCADA says to turn the well back off. However, during a power outage the SCADA system and radios do not function. We are looking for a solution to this problem and believe that solar panels might be able to do the job. At this point in the discussion Draine made a motion, seconded by Rausch, to have Mike Riker work with the AE2S engineers to see if they can come up with a plan. The motion passed by unanimous voice vote. After additional discussion, Martin was tasked with speaking with our SCADA vendor concerning this and have him design a system that will work with our current equipment. He was also tasked to get updated bids from generator vendors. We hope to have an answer by the May Board meeting.
3. Dean Thompson Property: Martin reported the property in question has been sold and that the new owner does not appear to want to be hooked-up to our water system.

#### NEW BUSINESS:

1. Property Tax Opt Out: As background the District has four State Revolving Fund (SRF) loans. SRF I (Nonanna well and Dunsmore Road Pipeline, 2003) and SRF II (Croyle II well and Croyle Avenue Pipeline, 2010) are secured with the sale of water. SRF IV (Pinewood Drive Pipeline Supplement, 2016) is secured with the SFR IV Surcharge on each water billing. However, SRF III (Microfiltration Treatment of Nonanna water and Pipeline, 2012) is secured by property taxes. The original opt out was begun in 2011 and ran for 10 years while the loan is for 20 years. Therefore, the opt out must be renewed for another ten years. The opt out is for a property tax levy of \$120,000 annually. Martin gave the previous information to the Board. He also told them that, should the Board elect not to renew the opt out, the loan would still have to be paid and water rates would have to be raised significantly. The collection of \$120,000 annually would require rates to go up by some \$24 per month. The would be a flat rate per customer, while property taxes are assessed by the value of the home and property and, in some cases, may be deductible of tax purposes. Also, property tax assessment is applied to both developed and undeveloped property. After additional discussion Nolting made a motion, seconded by Draine, to renew the opt-out for another 10 years. The motion passed by unanimous voice vote.

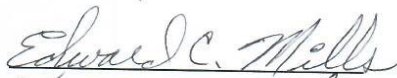




**ATTENTION TAXPAYERS:  
NOTICE OF  
PROPERTY TAX INCREASE  
OF \$120,000.00**

**RESOLUTION FOR OPT OUT**

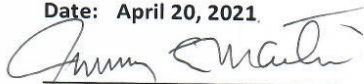
THE GOVERNING BOARD OF Colonial Pine Hills Sanitary District do state that the above said board is unable to operate under the tax limitation measure currently in statute. We therefore OPT OUT of such tax limitation in the amount of \$120,000.00 starting with calendar year 2021 taxes payable in the calendar year 2022. This opt out will be for 10 years, which will be through taxes payable in the calendar year 2031. This action has been taken by the board and approved by at least a two-thirds vote of the board.

This decision may be referred to a vote of the people upon a petition signed by at least five percent of the registered voters in the district and filed with the governing body within twenty days of the first publication of this decision.

Unless this action is referred to a vote of the people and reversed by such vote, this resolution authorizes the county auditor to spread an excess levy to raise tax dollars in the above stated amount.

Signed: 	Edward C. Mills, Board Chairman
	Donald C. Nolting, Board Vice-Chairman
	Gerald J. Burdick, Trustee
	LeRoy Draine, Trustee
	Peter P. Rausch, Trustee

Date: April 20, 2021

  
Jimmy L. Martin  
District Clerk

2. Audience Comments: There was none.
3. Executive Session (Employee/Legal Matters):

At 8:05 PM Burdick made motion, seconded by Rausch, to move into Executive Session to discuss a personnel matter.

At 9:30 PM the Board moved back into open session.

Rausch made motion, seconded by Burdick, to have Martin place an advertisement in the South Dakota Rural Water Association for a Manager with a water background, if possible. The motion passed by unanimous voice vote.

At 9:35 PM, there being no further business Mills reminded the Board that we would again meet on May 18, 2021 and asked for a motion to adjourn. Draine made such motion, seconded by Burdick. The motion passed by unanimous voice vote.

Respectfully,

Jim Martin  
Manager/Clerk