

MINUTES OF THE
COLONIAL PINE HILLS SANITARY DISTRICT
August 21, 2018

The Board of Trustees of the Colonial Pine Hills Sanitary District met on August 21, 2018 at the Whispering Pines Fire Hall. President Mills called the meeting to order at 7:00 P.M. Those present were: Edward Mills, President; Donald Nolting, Vice-President; Peter Rausch, Trustee; and LeRoy Draine, Trustee. Absent with advance permission was Gerald Burdick, Trustee. Present also were Jim Martin, Manager; Richard Wells, Engineer; and Steve Burgad, Maintenance. Jeannette Mills made up the audience.

AGENDA:

Drain made motion to approve the agenda as written, seconded by Rausch. The motion passed with a unanimous voice vote.

MINUTES:

Nolting made motion, seconded by Draine to approve the minutes of the July 17, 2018 meeting with a minor correction; changing the statement in the agenda from 'Old' Business to 'New' Business. Motion passed with unanimous voice vote.

FINANCIAL REPORT:

The Financial Report for July was presented. Martin stated that at the end of July our water sales revenue for the year was up some 8.7 percent above that of last year. However, with the recent rains in July and August that number has dropped to about 0.3 percent as of August 21st and he estimates it will be below last year by the end of the month. And the Operator's report will also bear this out in that we are not producing as much water during the first half of August as we did during July. This is not a serious concern since we are nearly at the end of the irrigation season but one that should be monitored. Expenses are running normal. There were no questions or other comments and Rausch made motion to approve the financial, seconded by Nolting. It passed by unanimous voice vote.

MANAGER'S REPORT:

The Manager's report for the month of July was presented. He reported he is still working at updating our septic system program getting the residents to get into compliance with the Ordinance. He sent out letters in late May to those who were out of compliance and those due in 2018. The response has been good. He will send out a follow-up letter during September to those still needing an inspection. He reported the repair of three separate service line leaks on Albertta Drive last week. Only one was in an asphalted area and will require additional repair. He reported there appear to be an unusual number of residents moving this summer. He recommended that the District purchase a new lawn mower at the end of the season; a zero-turn mower in the 50 inch plus range. This will allow quicker mowing freeing up additional man-hours. The Board gave Steve permission to get estimates of cost and quality. Martin said that the bi-annual audit will be presented at the September meeting. We have put up new sign post at the entrances of Countryside South and new 'Welcome to Colonial Pine Hills Sanitary District'

at all entrances to the District. Martin will be out of town October 3 to October 14. There being no further discussion Rausch made a motion, seconded by Draine, to approve the report. The motion passed by voice vote.

OPERATOR'S REPORT:

Martin presented the report in the absence of Mike Riker. He showed the Board that the average daily water production in the first 14 days of August are some 69,000 gallons per day less than that of the month of July. He reported the repair to the filtration skid. 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:

2. Isolation Valve Plan Update: In the absence of the Operator this discussion was continued until the September meeting.
3. City Sewer Agreement: In the absence of our Attorney this discussion was continued until the September meeting.

NEW BUSINESS:

1. Emergency Well Contingency Plan: Trustee Draine requested this topic be included for discussion at this meeting. This discussion was predicated on the assumption that we may lose a well due to catastrophic failure that can not be repaired quickly and what the District should do in that event. After some discussion it was agreed that the District has two wells (WP Main and CSS Main) that are not being used but are considered as emergency back-ups. Several years have passed since they have been in use. After much discussion it was recommended that both of these wells be evaluated as to what has to be done to get up and running and have a list of those items required, where those items will come from and a time-line as to how long it will take to be operational. It was further suggested at we should operate those wells to waste at least annually for a short time to ensure they are still operational. It was further suggested we look to see if the two 45,000 storage tanks at WP Main can be by-passed and not used. Martin was tasked with getting this done.
2. President Mills told Martin to put the lawn mower and the well contingency plan on the list of Manager's Report items discussed and tabled.
3. Audience Comments: There were none.

There being on further business Draine at 8:14 pm made motion, seconded by Rausch to adjourn the meeting. The motion passed by unanimous voice vote.

Respectfully,

Jim Martin
Manager/Clerk