

MINUTES OF THE
COLONIAL PINE HILLS SANITARY DISTRICT
January 16, 2018

The Board of Trustees of the Colonial Pine Hills Sanitary District met on January 16, 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; Gerald Burdick, Trustee; and LeRoy Draine, Trustee. Present also were Jim Martin, Manager; Talbot Wieczorek, Legal Counsel; and Mike Riker, System Operator. Jeannette Mills made up the audience.

AGENDA:

Burdick made motion, seconded by Nolting, to approve tonight's agenda with no changes. The motion passed with a unanimous voice vote.

INTRODUCTION OF TRUSTEES FOR CY 2018:

There were no changes in the board as incumbent Ed Mills re-filled his own position. Since there was only one opening on the board and only one petitioner there was no required election held. Trustees with expiring terms at the end of 2018 are Nolting and Rausch.

ELECTION OF OFFICERS FOR 2018 AND SEATING OF NEW OFFICERS:

President Mills opened the floor for nominations for the office of president for CY2018. Burdick made motion, seconded by Nolting, to nominate Mills for President for another term. There were no other nominations. The vote was called and Mills received unanimous approval.

President Mills opened the floor for nominations for the office of vice-president for CY2018. Burdick made motion, seconded by Draine, to nominate Nolting for Vice-President for another term. There were no other nominations. The vote was called and Nolting received unanimous approval.

MINUTES:

Rausch made motion, seconded by Burdick to approve the minutes of the December 19, 2017 meeting without change. Motion passed with unanimous voice vote.

FINANCIAL REPORT:

The Financial Report for December was presented. Martin stated that revenue was higher than the previous year and that expenses were lower. He reported that anticipated expenses for 2018 would be higher because of the new building and increases in utility costs but our expected revenue should more than cover these. There were no questions concerning this report so Draine made a motion, seconded by Rausch, to approve the financial report. It passed by unanimous voice vote.

MANAGER'S REPORT:

The Manager's report for the month of December was presented. He stated he has added the December revenue and expenses to the FY2018 budget and if anyone would like a copy of the updated document please ask. There are no changes in the proposed budget, just adjusting for current numbers for December 2017. He has begun to collect information for the bi-annual audit that will begin in late April. He has given a key to the Croyle II fence so the contractor of the office building can hook up power for their office trailer. Martin let the Board know that Terry Frease will be out for the better part of three months with two broken neck vertebra. He is wearing a neck brace and has very limited mobility. Martin is studying a plan for a work-around. There being no further discussion of the Manager's Report Draine made motion, seconded by Rausch, to approve the report. The motion passed by voice vote.

OPERATOR'S REPORT:

Riker made his Operator's report. He reported the monthly water production and the status of the wells. All wells were reported as operating normally with minimum maintenance required. During this report Riker mentioned he has a back-up he can call if he is unavailable. This prompted a question as to whether the back-up has liability insurance since he would not be considered an employee. Mike is going to find this out and report back. There being no questions Burdick made motion, seconded by Rausch to accept the Operator's report. The motion passed by unanimous voice vote.

OLD BUSINESS:

1. Office Building: Martin reported progress of the construction with the pouring of the footings and foundation with outside framing to begin soon after. There have been two progress meetings with the contractor since our last Trustee meeting. There have been several days lost on account of the cold weather. Some of this may be recovered once the building is enclosed. We need to get our SCADA people (Reese Kor) to become involved so the electricians can pull the wiring necessary and also as to how to properly get signals/power from the Croyle II well house to the office building.
2. Sewer Service Agreement with Rapid City: Attorney Wiczorek updated that the City Attorney has sent back an updated draft of an agreement and that it is looking better. There is still a question of the actual fees we will pay and that the City wants to bill from a master meter. The agreement appears to be close.
3. Fire Hydrant Numbering: This project is on hold for weather.

NEW BUSINESS:

1. There was no new business.
2. Audience Comments: There were none.

At 7:45 PM Burdick made motion, seconded by Rausch to adjourn to Executive Session to discuss a personnel situation. The motion passed by unanimous voice vote.

The Board moved back into Open Session at 8:14 PM

There being on further business before the Board, at 8:15 Burdick made motion, seconded by Draine, to adjourn the meeting. The motion passed by unanimous voice vote.

Respectfully,

Jim Martin
Manager/Clerk