

MINUTES OF THE
COLONIAL PINE HILLS SANITARY DISTRICT
July 15, 2021

The Board of Trustees of the Colonial Pine Hills Sanitary District met on July 15, 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; Peter Rausch, Trustee; Ron Colerick, Trustee; and LeRoy Draine, Trustee. Present also were Jim Martin, Manager; Talbot Wieczorek, Legal Counsel; Steve Burgad, Maintenance; and Mike Riker, Operator.

AGENDA:

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

MINUTES:

Draine made motion to approve the minutes of June 15, 2021, as written. A second was given by Nolting. The motion passed with a unanimous voice vote.

FINANCIAL REPORT:

The financial report was for presented. Mills opened the floor for discussion and/or comments. Martin stated that the water sales revenue for May deposited in June was slightly above normal and expenses were near normal. He said deposits for July is running above normal due to the dry weather. There being no further discussion, Draine made motion, seconded by Nolting to approve the financial report. It passed by unanimous voice vote.

MANAGER'S REPORT:

Martin reported we have 157 Kamstrup meters installed with no additional meters scheduled thru the rest of the month. Martin has mailed out a postcard to selected members of the district looking for a manager. He has received six inquiries as of today. Some have filled out applications and supplied resumes. These will be reviewed at some point and interviews may begin. Martin stated he will be out of town July 20 – 25. There being no further discussion Rausch made a motion, seconded by Nolting, 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 June and early July. Sampling was taken in June with negative results and sampling for July will be taken next week. All the wells are running well. There being no questions Draine made motion, seconded by Noting to accept the Operator's report. The motion passed by unanimous voice vote.

OLD BUSINESS:

1. Kamstrup Metering: Discussed in Manager's Report.
2. Stand-by Generator Update: AE2S presented a proposal to design and bid out our generator requirements. During discussion and review, Legal Counsel stated he thought we should sign this services agreement only if Section 6 (Limit of Liability) of the 'Standard Terms and Conditions' section was deleted. After discussion, Nolting made a motion, seconded by Colerick, to have Martin sign the agreement after clearly noting that Section 6 was not accepted. The motion passed by unanimous voice vote.

NEW BUSINESS:

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

At 7:45 PM Mills asked for a motion to move into Executive Session to discuss personnel policy and hiring. Rausch made the motion, seconded by Nolting. The vote was unanimous.

At 8:40 PM, there being no further business Mills reminded the Board that we would again meet on August 17, 2021 and asked for a motion to adjourn. Rausch made such motion, seconded by Draine. The motion passed by unanimous voice vote.

Respectfully,

Jim Martin
Manager/Clerk