

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

The Board of Trustees of the Colonial Pine Hills Sanitary District met on July 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; LeRoy Draine, Trustee; and Peter Rausch, Trustee. Ron Colerick, Trustee was absent. Present also was Jim Martin, Manager; Mike Riker, Operator; Talbot Wiczorek, Legal Counsel; and Steve Burgad, Maintenance. In the audience was Gerald Burdick.

AGENDA:

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

MINUTES:

Nolting made motion to approve the minutes of the June 18, 2024 as written. A second was given by Rausch. The motion passed with a unanimous voice vote.

FINANCIAL REPORT:

The financial report for June was presented. Martin stated that revenue was slightly down in June partly because the last two days in June fell on the weekend, so no deposits were made and partially because of the mild and cooler weather we had in May. The profit/loss was down because of these two things and that the commercial insurance payment was due in June and was over three thousand dollars higher this year than 2023. Mills asked if anyone had other questions concerning the financial aspect. No one did so Nolting made motion, seconded by Rausch, to approve the financial report. It passed by unanimous voice vote.

MANAGER'S REPORT:

Martin asked the Board if we should look into regulating swimming pools that are beginning to pop up throughout the District. If so, should we require a fill permit so that pools are filled before the summer water restrictions are begun, or require a fill permit so that multiple pools are not filled at the same time. After a lengthy discussion the Board decided to not regulate pools and let things remain as is. Martin has attached some water usage, water cost history and billing history to his report. There was some discussion for explanation of some of the numbers. 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:

Mike Riker gave the Operator's report. It consisted of production information and testing status. All systems are working nominally. There being no questions or comments, Nolting made motion, seconded by Rausch to approve the Operator's report as written. The motion passed by unanimous voice vote.

## OLD BUSINESS:

1. *SCADA System Upgrade:* Riker has received a proposal from Reese Kor to upgrade our system for some \$7,500. This upgrade would replace our present internet-based system to a cellular based system and replacing some analog items with digital items. It may require us to replace a computer. After discussion, Draine made motion, seconded by Rausch, to authorize up to \$10,000 for the SCADA upgrade. The motion passed by unanimous voice vote.

## NEW BUSINESS

1. *Falcon Crest II Water System Agreement:* Martin has written a water service agreement for this project and has passed the document to legal counsel for review. Our Attorney wanted to discuss this project inside an executive session.

At 7:35 PM, Draine made motion to adjourn to Executive Session. Rausch made a second and the motion passed by voice vote.

At 8:25, the Board moved into Open Session. At that time Nolting made motion to approve the water services agreement with Falcon Crest II with the corrections/additions made during the executive session and that Martin should forward this agreement for approval of Falcon Crest II as soon as possible. This motion was seconded by Draine. The motion was approved by unanimous voice vote.

Mills asked for any additional comments: There was none.

There being no other business before the Board, Mills reminded us that we will meet again on August 20, 2024 and asked for a motion to adjourn. At 8:35 PM, Draine made motion to adjourn, seconded by Rausch. The motion passed by voice vote.

Respectfully submitted,  
Jim Martin, Manager/Clerk