

MINUTES OF THE  
COLONIAL PINE HILLS SANITARY DISTRICT  
July 18, 2017

The Board of Trustees of the Colonial Pine Hills Sanitary District met on July 18, 2017 at the Whispering Pines Fire Hall. President Edward Mills called the meeting to order at 7:00 P.M. Those present were: Edward Mills, President; Donald Nolting, Vice-President; Gerald Burdick, Trustee; and LeRoy Draine, Trustee. Absent with prior notice was Peter Rausch, Trustee. Present also were Jim Martin, Manager; Mike Riker, System Operator; and Terry Frease, Maintenance. Also present in the audience was resident Jeannette Mills.

AGENDA:

Burdick made motion, seconded by Nolting, to approve tonight's agenda without change. The motion passed with a unanimous voice vote.

MINUTES:

Nolting made motion, seconded by Burdick to approve the minutes of the June 20, 2017 meeting without change. Motion passed with unanimous voice vote.

FINANCIAL REPORT:

The Financial Report for June was presented. Martin reported that we are some seven percent above last year for water sales. Most of this increase is because of the first of the year rate change. The expenses for the month were normal with three loans having payments made. There were no questions concerning this report so Burdick made a motion, seconded by Nolting, to approve the financial report. It passed by unanimous voice vote.

MANAGER'S REPORT:

The Manager's report for the month of June was presented. Martin reported that the Office Building committee has met three times. The details will be discussed in the Old Business section of this meeting. He did suggest that the Board begin to think on the replacement of our truck. It is a 1994 Dodge Dakota purchased for \$4,000 in 2010. Since then we have spent some \$4,680 for its upkeep. Should we spend this kind of money on a vehicle that is 23 model years old? He stated he has signed a contract with B&H Asphalt to make the patch repair on Okpealuk Street where we repaired a leak on June 4<sup>th</sup>. They will make this patch the next time they are in this area. He also signed the contract with them to asphalt the driveway and in front of the mailbox at the Nonanna well. This will make it easier to remove snow there. This job is scheduled for the fall. Perhaps we can coordinate this with the paving of the parking lot at the new office building. Martin mentioned again this month he was going to be out of town July 22<sup>nd</sup> to August 6<sup>th</sup>. There being no further discussion of the Manager's Report Burdick made motion, seconded by Nolting, to approve the report. The motion passed by voice vote.

## OPERATOR'S REPORT:

Riker make his Operator's report. He reported the monthly water production and the status of the wells and that we are nearing our normal annual peak in production. It is dry and there is a lot of outside irrigation. He reported the status of the lab reports on water quality and that all equipment is functioning properly. He did mention that a service line leak has been discovered on Dunsmore Road and that repair is scheduled for tomorrow. There being no questions Nolting made motion, seconded by Draine, to accept the Operator's report. The motion passed by unanimous voice vote.

## OLD BUSINESS:

1. Office Building: Martin stated the committee has met three times. They have finalized the floor plan and exterior materials and colors. Also the interior flooring has been decided upon but not the actual color as yet. Another meeting is scheduled for August 8 where this will be finalized along with cabinets, countertops, etc. Drawings of the exterior and floor plan was passed around to the members. The Architect plans on having bids ready by the end of August and the shell of the building completed before winter.
2. Sewer Service to the Sutton Family Trust Property and Stetler Property: Our Attorney reports via email that the City folks have met to discuss our proposal agreement but no word yet as to the result.
3. Critique of Leak Repair of June 4<sup>th</sup>: Trustee Draine still has concerns about our repair action. He put this into an email to the Manager on July 14 stating he is concerned about the chain of command responsibility. A discussion ensued as to the fact that we do have a chain of command but that when it comes to an actual repair action Operator Riker is in charge of the repair team in all areas. This is because he has the technical expertise in water operations. This does not mean he does not report to a higher authority whenever necessary. We do have a chain of command, both up and down. Mr. Draine also suggested we secure our repair area to prevent on-lookers from getting in the way or hurt. It was stated that the leak repair action of June 4<sup>th</sup> was unusual as it was on a Sunday and that the entire low pressure zone was shut down for an extended period allowing residents to become interested in why they have no water. Our typical leak repairs are generally more isolated in scope and last only a short time.

## NEW BUSINESS:

1. Audience Comments: There were none.

At 7:55 PM Burdick made motion, seconded by Draine, to move into Executive Session to discuss a personnel issue. The motion passed by unanimous voice vote.

At 8:15 PM the Board moved back into Open Session.

At 8:16 PM Burdick made motion to adjourn the meeting. The second was made by Nolting. The motion passed by unanimous voice vote.

Respectfully,

Jim Martin  
Manager/Clerk