

MINUTES OF THE
COLONIAL PINE HILLS SANITARY DISTRICT
July 19, 2022

The Board of Trustees of the Colonial Pine Hills Sanitary District met on July 19, 2022 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; and LeRoy Draine, Trustee. Peter Rausch, Trustee and Ron Colerick, Trustee were absent with approval. Present also were Jim Martin, Manager; Talbot Wieczorek, Legal Counsel; Steve Burgad, Maintenance; and Mike Riker, System Operator.

AGENDA:

Nolting made motion, seconded by Draine to approve tonight's agenda with one change. There will not be a Mapping Discussion in Old Business. The motion passed with a unanimous voice vote.

MINUTES:

Draine made motion to approve the minutes of June 21, 2022 as written. A second was given by Nolting. The motion passed with a unanimous voice vote.

FINANCIAL REPORT:

The financial report for June was presented. Mills opened the floor for discussion and/or comments. Nolting asked why the Note Payable – SRF I Loan has a negative balance. Martin said he thought it was how the NP and the Current Portion of Debt interacts, but that he would find out the exact reason. Draine made motion, seconded by Nolting to approve the financial report. It passed by unanimous voice vote.

MANAGER'S REPORT:

Martin reported we now have 317 Kamstrup Radio Read water meters installed. He stated that Clemmons Asphaltting never showed and that the County has asphalted four patches for us that had to be done before they were able to Chip Seal the streets. They will bill us. We are email capable for billing purposes and have some 35 receiving statements by this method. Our vendor for billing statement postcards has notified us that, due to the worldwide paper shortage, they may not be able to provide this paper in the future. We have some five months of stock on hand and may have to adopt an alternative to postcards. This will include printing on plain paper, folding, stuffing and mailing via envelopes. More to come on this. Our Auditors were in house the week of June 27th. I am expecting no surprises and a good report. Our mapping of in-ground assets is progressing in that we have Croyle Avenue, Pinewood Drive and Kerry Drive almost complete. And we should be thinking about the upgrade of one of our computers due to its speed and inability to upgrade its performance. There being no further discussion Draine 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 that monthly sampling has been completed for the month. All the wells are running well. But we are producing vast amounts of water. He said that we used 334,126 gallons per day in July 2021 but that for the first 13 days in July 2022 we are averaging 365,538 gallons per day. He said that should we lose a well that we can't keep up with the current demand. He suggested we just be cautious and observe. 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. There was no Old Business.

NEW BUSINESS:

There was no New Business.

AUDIENCE COMMENTS:

No Comments were made.

At 7:40 PM, there being no further business for the Board, Mills stated the Board would again meet on August 16, 2022 and asked for a motion to adjourn. Draine made motion, seconded by Nolting, to adjourn the meeting. The motion passed by voice vote.

Respectfully submitted,

Jim Martin, Manager/Clerk