

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

The Board of Trustees of the Colonial Pine Hills Sanitary District met on June 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 and LeRoy Draine, Trustee. Present also were Jim Martin, Manager; Steve Burgad, Maintenance; and Mike Riker, Operator. Ron Colerick was the audience.

AGENDA:

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

NOMINATION OF TRUSTEE TO FILL VACANT UNEXPIRED TERM:

President Mills opened the floor to nominations to fill the unexpired term of Gerald Burdick. This term runs into January 2023. Draine made motion to nominate Ronald Colerick. The nomination was seconded by Nolting. There were no other nominations. Mills put the nomination to a vote and Colerick was approved by unanimous voice vote. Colerick was then given a seat on the Board of Trustees.

MINUTES:

Nolting made motion to approve the minutes of May 18, 2021, as written. A second was given by Draine. 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 was lower than a normal May but that was because the last three days of May were weekends or holiday. On June 1st there was a deposit of over \$7,000. Although this deposit will be recorded in June, it was billed in May. The Profit and Loss comparison with last year shows an increase of \$1,000 for 2021. There being no further discussion, Draine made motion, seconded by Rausch to approve the financial report. It passed by unanimous voice vote.

MANAGER'S REPORT:

Martin reported we have 141 Kamstrup meters installed and stated we have 15 more scheduled before the end of June. Martin said he was going to send out a post card to selected residents ensuring they are aware that the Manager's position is going to come vacant soon. He believes it would be best to have someone from the Community in that position, someone who has a direct interest in the future of the district. If there is no response he will advertise in non-

local places. Martin stated he will be out of town July 20 – 25 and will miss the monthly board meeting on the 20th. A discussion ensued as to whether we should have a meeting or schedule an earlier meeting. Mills thought we should have a meeting a few days earlier. After discussion, Nolting made motion to schedule a Board meeting on Thursday, July 15th. This motion was seconded by Draine and unanimously passed by voice vote. 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:

Riker gave the Operator's Report. He reported the production levels for May and early June. He stated that for the first half of June water is being consumed at a rate not normally seen until August. He is concerned that we are unable to keep the tank filled unless we pump during the peak hours between 2-8 pm. After some discussion about on and off-peak hours, Martin suggested we allow the Conifer well to run during the peak time. This is a smaller well and has a smaller power transformer and this should not cost as much as using the larger wells with their larger transformers. Riker said he would try this for the remainder of the month and reevaluate. Sampling was taken in May with negative results and sampling for June will be taken next week. All the wells are running well. He did order and install a new 100-micron filter in the Conifer well house. He did experience a chlorine leak in the Croyle chemical area that has been repaired. At the time he requested Martin order a chlorine leak detector and a new respirator. This was done and received. There being no questions Nolting made motion, seconded by Rausch 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: At the May meeting it was decided to hire AE2S to develop a design for a stand-by generator to include everything needed from layout to start-up. There is an Electrical Engineer assigned to this task and a considerable amount of information has been passed to him. He is scheduled to visit next week and will give us some update as to what he is thinking.

NEW BUSINESS:

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

At 8:10 PM, there being no further business Mills reminded the Board that we would again meet on July 15, 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