

MINUTES OF THE  
COLONIAL PINE HILLS SANITARY DISTRICT  
June 19, 2018

The Board of Trustees of the Colonial Pine Hills Sanitary District met on June 19, 2018 at the Whispering Pines Fire Hall. President Mills called the meeting to order at 7:00 P.M. Those present were: Edward Mills, President; Donald Nolting, Vice-President; Peter Rausch, Trustee; Gerald Burdick, Trustee; and LeRoy Draine, Trustee. Present also were Jim Martin, Manager; Mike Riker, System Operator; Steve Burgad, Maintenance; and Dustin Dale, Engineer. Jeannette Mills made up the audience.

AGENDA:

Burdick made motion to approve the agenda as written, seconded by Rausch. The motion passed with a unanimous voice vote.

MINUTES:

Rausch made motion, seconded by Burdick to approve the minutes of the May 15, 2018 as written. Motion passed with unanimous voice vote.

FINANCIAL REPORT:

The Financial Report for May was presented. Martin mentioned that all current obligations for the new building have been paid except for the septic system installation. We are still waiting for that bill but should be less than \$7,500. We had normal revenue in May with some additional expenses pertaining to the furnishing of the office with equipment and supplies. There being no further discussion Nolting made motion to approve the financial, seconded by Draine. It passed by unanimous voice vote.

MANAGER'S REPORT:

The Manager's report for the month of May was presented. Martin reported that Rapid City has hired an engineering firm to gather data for a 100 year master plan for the City. Martin has met with the firm and told them that our District is self-contained and does not have any plans to join the City within the foreseeable future. He did furnish them with contact information. Martin stated he has sent out letters to residents whose septic system permits have expired asking they either have their system inspected or provide documentation. Also been working to get our change of address out to all vendors and customers who have bill pay with their bank. There being no further discussion of the Manager's Report Draine made motion, seconded by Rausch, to approve the report. The motion passed by voice vote.

OPERATOR'S REPORT:

Riker made the Operator's report. He reported the monthly water production and the status of the wells. All wells were reported as operating normally with minimum maintenance required. The leak in Albertta Drive has been repaired. It was the service line from the main to

the curb stop on the opposite side. It still requires asphalt repair and we are on the schedule of B&H Asphalt. There being no questions Rausch made motion, seconded by Burdick to accept the Operator's report. The motion passed by unanimous voice vote.

#### OLD BUSINESS:

1. Office Building: Martin reported that he has hired a lady to clean the office building (less garage) every second Friday at \$25 per hour. The first time it took her one hour four minutes. He has had Harvey's Lock Shop come out and re-key all the outside locks to the same key and they also replaced the lock set on the Manager's office with a separate keyed lock. He has also set up a floor mat service contract with Servall. They will provide three mats every two weeks at \$29 a replacement. We have had a vendor come out and look at the garage in order to give an estimate of cost for a shelving system. Garage Solutions designed a plan of industrial strength steel shelving; one row at bench level and another row higher up on the wall. The cost for 48 feet of shelving is \$2,880. After considerable discussion about shelving in general and this garage in specific, Rausch made a motion, seconded by Burdick, to give Mike Riker authorization to accept this estimate by Garage Solutions and complete out the storage system with totes, bins, etc. The motion passed by unanimous voice vote.

2. Isolation Valves: Although developing a plan for valve replacement, Riker has some concerns. First, so far there are no excavators that are interested in doing the work as we have it lined up. That is to do one set of valves on a given day each month. They prefer to work on several valves at a time. This may not work for us from a financial perspective. Second, Riker is concerned about the effect our pressure reducing valves have on the low pressure zone when the pressure is reduced each time we shut water off for a repair. After considerable discussion it was decided that there is always going to be a risk/reward situation no matter how we go about this. The replacement of bad valves and the addition of new valves is in the long term interest of the District and its residents. And although there may be a weak water heater that may be damaged along we should look at the overall objective. That objective is to be able to isolate small numbers of homes to be without water during a repair rather than the entire pressure zone that we now have. The Board told Riker to proceed with his valve replacement program.

3. City Sewer Agreement: Legal Counsel Wieczorek was not in attendance tonight so there is no further information available.

#### NEW BUSINESS:

1. Audience Comments: There were none.

There being on further business Burdick at 8:15pm made motion, seconded by Rausch to adjourn the meeting. The motion passed by unanimous voice vote.

Respectfully,

Jim Martin  
Manager/Clerk