

MINUTES OF THE  
COLONIAL PINE HILLS SANITARY DISTRICT  
March 15, 2016

The Board of Trustees of the Colonial Pine Hills Sanitary District met on March 15, 2016 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; Katie Peterson, Trustee; and Gerald Burdick, Trustee. Peter Rausch, Trustee, was absent with prior acknowledgement. Present also were Jim Martin, Manager; Ted Schultz, Engineer; Terry Frease, Maintenance; and Michael Riker, System Operator. No audience was present.

AGENDA:

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

MINUTES:

Burdick made motion, seconded by Nolting to approve the minutes of the February 16, 2016 as written. Motion passed with unanimous voice vote.

FINANCIAL REPORT:

The Financial Report for February 2016 was presented. Martin summarized the revenue and expenses for the month along with the cash on hand. After a short discussion Peterson made a motion, seconded by Burdick, to approve the financial report. It passed by unanimous voice vote.

MANAGER'S REPORT:

The Manager's report for the month of February was presented. Martin reported that a check for the Clarkson well house water break from the insurance company has been received. There will be no repair for this house since the well has been taken out of service due to low output. We have received the State issued water quality report for 2015 and there are no surprises or concerns. This will be published in the next newsletter and distributed to the customers. Martin has met with the Auditors for the initial meeting for the FY2014 & FY2015 bi-annual audit. It is scheduled to commence the first week in April. He took our office building plan to ProBuild to get an estimate of the cost but has heard nothing back. Martin performed a noise level test in the Croyle II well house with the filtration skid in operation to determine if hearing protection is required. This initial test (to be followed by a second confirmation test later) revealed that the normal decibel level while running is around 79 when standing next to the compressor at the door. Moving around the room the level decreases some. A high level of 86 dB was measured for some three or four seconds when the air relief valve opened signaling the beginning of the backwash cycle. The guidelines state that any noise level below 85 dB, constant or sporadic, does not require protection. Above 85 dB but less than 110, protection may be needed depending on the level and the exposure time. And level above 110 requires protection. As stated above a second test will be made to verify readings. The Conifer well is tripping an alarm. Riker has had an electrician out but has not determined the cause. They are still working but suspect the motor saver as the culprit, although it is quite new. The Sheriff's office has been called out to look at some graffiti that has appeared adjacent to and on our Nonanna property. None of the graffiti is on our stuff but on communications pedestals,

transformers, signs, and fences. None of the fences belong to the District. There being no further discussion, Nolting made motion, seconded by Peterson, to accept the Manager's report. The motion passed by voice vote.

#### OPERATOR'S REPORT:

Riker presented the Operator's report. He stated the well production, water sampling and testing results, as well as the general operation of the system. He reported that the general operations and well operations are working normally. He did state that there are some additional programming features that still need to be made to the SCADA system. There being no further discussion Peterson made motion, seconded by Nolting, to accept the Operator's report. The motion passed by unanimous voice vote.

#### OLD BUSINESS:

1. Filtration of Nonanna & Croyle II Wells: Action Mechanical has submitted their final application for payment. The amount is \$26,748.72 and does include all retainage from the project. Burdick make motion, seconded by Nolting, to finalize this payment and close out Schedule A. The motion passed by unanimous voice vote.
2. Pinewood Drive Pipeline & Croyle II Drainage: This is schedule B of the project. Although this project is complete there is some concerns with the final landscaping and hydro-seeding. The Engineer suggested that about May 1<sup>st</sup> we take a final walk of the pipeline route and make a list of what we think the contractor needs to adjust.

#### NEW BUSINESS:

1. Audience's Comments: No comments were offered.

At 8:00 PM Burdick made motion, seconded by Nolting, to move into Executive Session to discuss a personnel matter. The motion passed by unanimous voice vote.

At 8:25 PM the Board moved back into Open Session. At this time Nolting made motion, seconded by Burdick, to re-address the matter at a more appropriate time in the budget year, suggesting around the September timeframe as the FY2017 budget is being prepared. The motion passed by unanimous voice vote.

There being no other business before the Board, at 8:30 PM, Burdick made motion, seconded by Nolting, to adjourn the meeting. The motion passed by unanimous voice vote.

Respectfully,

Jim Martin  
Manager/Clerk