

MINUTES OF THE
COLONIAL PINE HILLS SANITARY DISTRICT
March 15, 2022

The Board of Trustees of the Colonial Pine Hills Sanitary District met on March 15, 2022 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; Ron Colerick, Trustee; Peter Rausch, Trustee; and LeRoy Draine, Trustee. Present also were Jim Martin, Manager; Steve Burgad, Maintenance; and Mike Riker, System Operator.

AGENDA:

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

MINUTES:

Rausch made motion to approve the minutes of February 15, 2022 as written. A second was given by Draine. The motion passed with a unanimous voice vote.

FINANCIAL REPORT:

The financial report for February was presented. Mills opened the floor for discussion and/or comments. There was none. Draine made motion, seconded by Rausch to approve the financial report. It passed by unanimous voice vote.

MANAGER'S REPORT:

Martin reported we now have 218 Kamstrup Radio Read water meters installed. He stated we should have Whispering Pines completed by the end of May. There was a service line break at the top of Katrina Court. Since there have been previous repairs done here, we elected to install two new service lines from new tapping saddles on the Main to the Curb Stop valves. This should prevent us from working in this spot again. There will be asphaltting still to do since the roadway was cut. We also had a water line freeze in the old Croyle I wellhouse that meters water used by the landscaping company. We had a plumber out to thaw the lines. He is going to return in late March or early April to install a new Kamstrup meter as well as a new pressure regulator. Martin stated that we are having a problem with one customer that is not responding to several letters sent for the need to replace their water meter. Since we are no longer having to physically go out and read meters by hand, Martin asked the Board for permission to charge a service fee for manual meter readings. After much discussion, Mills made motion to charge an additional meter reading fee of \$50 each month beginning with the April 2022 readings. If a customer has not responded by the end of the third month, then the monthly fee will increase to \$100. The motion was seconded by Nolting. The motion passed by unanimous voice vote. There being no further discussion Nolting 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 February and early March and noted the usage has increased somewhat. Sampling has been completed for the month. All the wells are running well. There being no questions Rausch made motion, seconded by Colerick, to accept the Operator's report. The motion passed by unanimous voice vote.

OLD BUSINESS:

1. There was no Old Business.

NEW BUSINESS:

1. There was no New Business.

AUDIENCE COMMENTS:

Mills stated he had attended the annual BHEC chili feed and Fire Department Annual Meetings. He stated that our Volunteer Fire Department is no longer a purely volunteer agency but will now house at least one Rapid City truck with on-site firemen. This is because of the additional homes built north of Sheridan Lake Road and the purchase of land by the Rapid City School District. There may even be an ambulance parked there in the near future with EMTs assigned.

At 7:45 PM the Board moved into Executive Session to discuss a personnel matter.

At 8:41 PM the Board moved back into Open Session.

At this time Rausch made motion to hire Al Christenson to be a Manager Trainee at \$22.50 per hour at an average maximum of 30 hours per week beginning on April 1, 2022. He will also become District Clerk. There is a 60-day probationary period to complete before permanent status. After the probationary period is complete Mr. Christenson will become Manager/District Clerk and Martin will become the Trainer at his current wage until all Training is complete. A second to this motion was given by Colerick. The motion passed by unanimous voice vote.

At 8:57 PM, there being no further business for the Board, Mills stated the Board would again meet on April 19, 2022 and asked for a motion to adjourn. Rausch made motion, seconded by Draine, to adjourn the meeting. The motion passed by voice vote.

Respectfully submitted,

Jim Martin, Manager/Clerk