

MINUTES OF THE  
COLONIAL PINE HILLS SANITARY DISTRICT  
May 17, 2016

The Board of Trustees of the Colonial Pine Hills Sanitary District met on May 17, 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; Gerald Burdick, Trustee; and Peter Rausch, Trustee. Katie Peterson, Trustee was absent with advanced notification. Present also were Jim Martin, Manager; Mike Riker, System Operator; Talbot Wiczorek, Legal Counsel; and Ted Schultz, Engineer. Also present in the audience was Jeremy Walla of Aspen Ridge Landscaping and Jeannette Mills.

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 Rausch to approve the minutes of the April 19, 2016 meeting as written. Motion passed with unanimous voice vote.

FINANCIAL REPORT:

The Financial Report for April was presented. Martin highlighted the cash position of the District. He also mentioned that since the last day of April fell on a Saturday that the year to date water sales revenue is down compared to last year but noted there was a deposit of over \$5,000 made on the first business day in May that should normally have been deposited in April so in reality we are some \$2,000 ahead of last year. There being no further discussion or questions Burdick made a motion, seconded by Rausch, to approve the financial report. It passed by unanimous voice vote.

MANAGER'S REPORT:

The Manager's report for the month of April was presented. Martin reported that Terry Frease continues to improve from his shoulder surgery. He has not been released to work but should be in another six weeks or so. Our Audit is complete. I received a briefing on Friday, May 13<sup>th</sup>. The audit report is not finalized but it was most favorable. The Auditors will be at our June 21<sup>st</sup> meeting to present the report to the Board. I have a materials estimate from Pro Build for our proposed office building. The materials cost is slightly over \$18,000 and does not include the concrete slab, electrical or plumbing. I would like to push forward on this by getting drawings made, floor plan and elevations, so we can put this out for bid so as to find out how much the project will cost. We can't put this project into our budget without having a general idea of how much money we will need. The Board directed Martin to return the estimates to Pro Build and have them do the drawings. Engineer Schultz said he will look at the placement of the building on the lot and determine the proper place for a drainfield. Martin stated he has mailed a newsletter to all residents that includes the 2015 Consumer Confidence Report (Water Quality Report) and also the notification of the launch of our new website: [www.cphsd.org](http://www.cphsd.org). He also

stated he will be on vacation June 4-12. There being no further discussion of the Manager's Report Rausch made motion, seconded by Burdick to approve the report. The motion passed by voice vote.

#### OPERATOR'S REPORT:

Riker reported the average daily water production. There is a significant rise in the first 11 days of May compared with April; some 23,000 gallons per day. Water restrictions will begin on June 1<sup>st</sup>. He reported the operational aspect of each well, the storage tank and the SCADA system. He noted that most of the parts for the Croyle II pump/motor are in and that the new equipment should be installed next week. He stated he would be on vacation June 18-26. There being no further questions Nolting made motion, seconded by Rausch, to accept the Operator's report. The motion passed by unanimous voice vote.

#### OLD BUSINESS:

1. Schedule B1 & C Projects: Pinewood Pipeline and Croyle II Drainage. Martin stated that some grass is beginning to grow along the pipeline route but not enough to restore the area to what it was before. Engineer Schultz said he had spoken with the hydro-seeder who did the job in November and they suggested we wait until June to take action since they seed they used is a high temperature germination seed. Schultz wants to get everyone involved out to look at the route later in May. He suggested we get Trugreen to spray for weeds on the Kaiser property where we stored equipment. Apparently the topsoil used did have some weeds. The Croyle II drainage project is still awaiting approval from Rapid City to hook into their sewer line they are bringing out Sheridan Lake Road.
2. Croyle II well: As stated in the Operator's report the equipment should be installed next week.

#### NEW BUSINESS:

1. Aspen Ridge Landscaping: Martin introduced guest Jeremy Walla, partner of Aspen Ridge Landscaping (hereafter called Aspen). Walla is also the Fire Chief for WPVFD. Two Fridays ago Martin received a utility locate notice to locate the NE corner of Aspen's property for Rapid City to bring across a water service line. Upon speaking with Walla, Attorney Wiczorek and Engineer Schultz Martin found that two things were driving this action. The first is that the City is extending their sewer line up Sheridan Lake Road and crossing over Sheridan Lake Road to the south side and will lay the line across the entire north boundary of Aspen's property. And since Aspen is already within the City Limits (from an action by the previous owners when attempting to replat) the City stated that Aspen had to hook onto the City sewer line. And by-the-way you have to use City water so you can be billed properly. Now Aspen is already on District water but the City said it didn't matter. Second, Aspen installed a required fire suppression sprinkler system in their newly constructed building and the City Fire Marshall stated he would not certify this system unless it was using City water. At the time of this meeting the City sewer line has not come across Sheridan Lake Road but a six inch water line has. This situation was discussed in great detail at the meeting and there appears to be a disconnect in the City since they can't cross another Water Service Provider's boundary without proper notification. This they failed to do. Since Aspen has already invested a

significant amount of money toward satisfying the City, the District Board decided that Aspen can use City water for the fire suppression system, three bathrooms and one sink and that is all. All other water used for watering of plants, filling of tanks, etc., must continue to come from CPHSD and an agreement stating this must be completed between the District and Aspen. This agreement will state that as long as Aspen is within the boundaries of CPHSD they will use our water for their non-domestic use and they will pay our current rates with volume and surcharge every month. Walla stated that he agreed to this. At this point Burdick made motion, seconded by Rausch, to have Martin and our Attorney draw up this agreement for signature.

2. Water Use Regulation: Because of the situation with Aspen Ridge Landscaping and the fact that there is un-developed land within the District boundaries it was decided that the District should develop a method of regulating water within the boundary pertaining to future development. Further discussion of this subject was tabled until Executive Session since the discussion was trending toward a legal matter.
3. Office Building: This was spoken about during the Manager's Report. .
4. Audience's Comments: No comments were forthcoming.

At 8:35 PM Burdick made motion, seconded by Rausch, to move into Executive Session.

At 9:24 PM the Board returned to Open Session. Martin was instructed to send to the Attorney a copy of all Ordinances and Regulations pertaining to development within the District.

There being no further discussion Burdick made motion at 9:25 PMm, seconded by Rausch, to adjourn. The motion passed by voice vote.

Respectfully,

Jim Martin  
Manager/Clerk