

MINUTES OF THE
COLONIAL PINE HILLS SANITARY DISTRICT
May 21, 2024

The Board of Trustees of the Colonial Pine Hills Sanitary District met on May 21, 2024 at the CPHSD Office Building. President Mills called the meeting to order at 7:00 PM. Trustees present included Edward Mills, President; Don Nolting, Vice President; LeRoy Draine, Trustee; and Ron Colerick, Trustee. Peter Rausch, Trustee was absent with notice. Present also was Jim Martin, Manager; Mike Riker, Operator; and Steve Burgad, Maintenance. Also in the audience was Jeannette Mills and Gerald Burdick.

AGENDA:

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

MINUTES:

Nolting made motion to approve the minutes of the April 16, 2024 as written. A second was given by Draine. The motion passed with a unanimous voice vote.

FINANCIAL REPORT:

The financial report for April was presented. Mills asked if anyone had questions concerning the financial aspect. No one did so Draine made motion, seconded by Nolting, to approve the financial report. It passed by unanimous voice vote.

MANAGER'S REPORT:

Martin reported he has met with personnel from Ketel, Thorstenson LLC to discuss the upcoming financial audit. The audit is scheduled to occur week of June 24th. He and Steve attended the two-day Rural Water Expo in late April. Water storage tank maintenance was a topic of interest as well as lead service lines. We are aware that we may have one galvanized service line on the private side but do not think there are any lead lines within our system. Martin reported the repair of two service line leaks on Kerry Drive. The total cost of repair was just over \$8,000. He also pointed out the new system map that is now on the wall that shows the District with all assets listed. The digital format has even more items available such as photographs and asset information. Beth Nelson is our mapping guru. There being no further discussion Nolting made a motion seconded by Draine to approve the Manager's report. The motion passed by unanimous voice vote.

OPERATOR'S REPORT:

Mike Riker gave the Operator's report. It consisted of production information and testing status. He will be out of town the last week in May. There being no questions or comments, Draine made motion, seconded by Nolting to approve the Operator's report as written. The motion passed by unanimous voice vote.

OLD BUSINESS:

1. *SCADA System Upgrade:* Riker reported that Reese Kor is going to make a proposal for the upgrade to a cellular system in the near future. We will wait for that.
2. *Stand-by Generator for Croyle Well-house:* We have been in discussion with an agency that is replacing a generator in the hopes we could purchase the old one. Riker reported this agency is going to repurpose the old generator so it is not available to us. This item will be tabled for the immediate future.

NEW BUSINESS

1. *There was none.*

Mills asked for any additional comments: There was none.

There being no other business before the Board, Mills reminded us that the next meeting will be on June 18, 2024 and asked for a motion to adjourn. At 7:15 PM, Draine made motion to adjourn, seconded by Colerick. The motion passed by voice vote.

Respectfully submitted,
Jim Martin, Manager/Clerk