

MINUTES OF THE
COLONIAL PINE HILLS SANITARY DISTRICT
November 16, 2021

The Board of Trustees of the Colonial Pine Hills Sanitary District met on November 16, 2021 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; Peter Rausch, Trustee; Ron Colerick, Trustee; and LeRoy Draine, Trustee. Present also were Jim Martin, Manager; Steve Burgad, Maintenance; and Mike Riker, Operator.

AGENDA:

Rausch 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 October 19, 2021 as written. A second was given by Draine. The motion passed with a unanimous voice vote.

FINANCIAL REPORT:

The financial report for October was presented. Mills opened the floor for discussion and/or comments. Colerick mentioned that the revenue deposited in October was slightly higher than other Octobers reflecting the dry summer and irrigation of lawns. There being no further discussion, Draine made motion, seconded by Rausch to approve the financial report. It passed by unanimous voice vote.

MANAGER'S REPORT:

Martin reported Steve is back to work on a limited and very restricted path after hip replacement surgery. We have 184 Kamstrup meters installed with no additional meters scheduled thru the end of the year. We still have no word on when Clemmons Asphalt will be out to complete their work. The asphalt plant is going to close soon. Messages have been left but no response. There being no further discussion Rausch made a motion, seconded by Colerick, 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 October and early November and that we are seeing a reduction in production as it begins to get cooler. Sampling has been completed for the year, except the monthly bacteria and fluoride samples for each month remaining. All the wells are running well. He also mentioned he has reached out to Clemmon's Asphalt and there has been no response. He stated he will be on vacation from 11/19 to 11/26 but will have his laptop and will check in each day to ensure wells are running properly. He has asked Steve to periodically check the wells, as well. There being no questions

Rausch made motion, seconded by Draine, to accept the Operator's report. The motion passed by unanimous voice vote.

OLD BUSINESS:

1. Stand-by Generator Update: At an earlier meeting AE2S Engineering was contracted to provide design and turn-key plans for an emergency stand-by generator at the Croyle II well. AE2S had presented five bid proposals for the generator at the September meeting. However, these bids did not represent the entire cost such as the concrete pad, electrical wiring from the generator to the two buildings required and other miscellaneous items. The Board asked that this information be furnished prior to accepting any generator bid so the Board had a total projected cost. Tonight, the electrical projections were presented. Estimate packages were sent out to five local electrical companies but only two wished to present a response. The estimates ranged from \$96,513 to \$112,296, this on top of generator estimates between \$61,350 and \$72,985. After much discussion, Nolting made a motion to reject all bids/estimates on both the electrical/installation and the generators as well and for the Board to consider other options at a later date. Rausch made the second. Mills asked for further discussion before voting. There was none and the vote was unanimous to reject all bids/estimates and table any further discussion until a later date. Riker did mention that Rapid Valley Sanitary District was looking into a federal grant for the purchase of some equipment and wondered if we should look into this. Martin asked him to have AE2S send us some information on the grant requirements to see if a generator could be purchased this way.
2. Proposed CY2022 Budget: An update draft budget was presented by Martin. The update added a four percent increase to the base minimum water rate from \$47 to \$48.88. It also made some minor changes in Salaries and Payroll, added some inflation expenses to Chemical, Electrical and Maintenance and Repair Lines. These changes were discussed in length but the revenue vs inflation was the emphasis of the discussion. After considering the rate of inflation and other factors, Nolting made motion to increase the minimum monthly base rate to \$50 and to increase each volume rate by 6.3 percent to become effective on January 1, 2022. Rausch made the second. After further discussion a roll-call vote was taken. The vote was 4-0: Rausch-yea; Colerick-yea; Draine-yea and Nolting-yea. Mills, being President of the Board, did not vote since there was not a tie.

NEW BUSINESS:

1. Audience Comments: There was no audience

At 8:52 PM, there being no further business for the Board, Mills stated the Board would again meet on December 18th and asked for a motion to adjourn. Rausch made motion, seconded by Colerick, to adjourn the meeting. The motion passed by voice vote.

Respectfully,

Jim Martin, Manager/Clerk