

MINUTES OF THE  
COLONIAL PINE HILLS SANITARY DISTRICT  
November 19, 2019

The Board of Trustees of the Colonial Pine Hills Sanitary District met on November 19, 2019 at the Whispering Pines Fire Hall. President Mills called the meeting to order at 7:00 PM. Trustees present included Edward Mills, President; Donald Nolting, Vice-President; Gerald Burdick, Trustee; Peter Rausch, Trustee; and LeRoy Draine, Trustee. Present also were Jim Martin, Manager; Steve Burgad, Maintenance; Talbot Wieczorek, Legal Counsel; and Michael Riker, System Operator. The Audience consisted of Jeanette Mills.

AGENDA:

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

MINUTES:

Draine made motion, to approve the minutes of September 17, 2019, as written. A second was given by Nolting. Motion passed with unanimous voice vote.

FINANCIAL REPORT:

The Financial Report for September and October was given. Martin reported that revenue for the year is still down because of the wet summer, October revenue was near normal. Expenses are also normal or below. He presented an estimated profit of \$15,000 during the last two months of the year and projected about \$37,000 in profit thru the first two quarters of 2020, not-with-standing an unexpected expense. With no other discussion or comments, Nolting motioned to approve the financial report with Rausch adding the second. It passed by unanimous voice vote.

MANAGER'S REPORT:

The Manager's report for the month of October was presented. Martin reported he received an estimate for asphalt patching from Clemmons this morning. The estimate included eight patches of 1,053 square feet at \$9.85 per foot for a total of \$12,109.49 including mobilization. After discussion, Burdick made motion, seconded by Nolting, to approve this estimate and get the work done. The motion passed by unanimous voice vote. Martin stated he has not received a report from our insurance concerning our hail damage claim but should be any day as the report has been completed. There being no further discussion Rausch made a motion, seconded by Draine, to approve the report. The motion passed by voice vote.

## OPERATOR'S REPORT:

Mike Riker made the Operator's Report. He stated the well production for the month of October and the first thirteen days of November. Our production is decreasing based on the time of year. He reported that our tank is still leaking and that the owner of Midco Diving had been out to look and was going to provide some epoxy sealant for the outside of the tank. If this does not stop the leak then they will have to go into the tank and try again. In August they did not find the leak while inside the tank. All other parts of the water production system are working well but we will need a chlorine and LPC5 delivery soon. There being no questions Burdick made motion, seconded by Rausch to accept the Operator's report. The motion passed by unanimous voice vote.

## OLD BUSINESS:

1. City Sewer Agreement: Our Legal Counsel sent a letter to the City Attorney in August telling them that we will supply water to the Sutton Family Trust land behind the Corner Pantry should that be developed and that the City will supply sewer. There has been no reply correspondence.
2. Radio Read Meters: Martin has put together an estimate for revenue and expenses for the last two months of 2019 and believed there is money available to begin our meter replacement project. He has a list of 27 homes when meters should be replaced that will eliminate some of the travel of the meter readers. These meters will be Kamstrup radio read meters. The total cost of 25 3/4 inch and 2 1-inch meters will be \$6,060. There will also be a \$5,600 software and training upfront fee and a purchase of an android tablet for conversion for a total cost of about \$12,200. After a lengthy discussion Nolting, seconded by Rausch, made motion to approve this purchase. The motion passed by unanimous voice vote. There will be regular purchases of addition meters over the next four or so years.

## NEW BUSINESS:

1. FY2020 Budget Proposal: The budget proposal was delivered to the Board at the September meeting. Tonight, it was opened up for discussion. Martin stated the major changes from 2019 to 2020 is an increase in payroll by way of a cost of living increase and the required bi-annual audit scheduled for 2020. Trustee Draine suggested we use the same numbers from 2019 plus the payroll and audit changes. After some additional discussion, Burdick made a motion to approve the FY2020 budget as it is currently written. This motion was seconded by Rausch. The motion passed by unanimous voice vote.
2. 2020 Trustee Election: Martin stated that a Trustee election is scheduled for Tuesday, January 7, 2020, at the Office Building, if required. Two Trustees, Burdick and Draine, have terms ending in January. Martin stated he has issued petitions to one individual who is still deciding if he wishes to proceed. He also stated that the Board needs to select an Election Superintendent to oversee the proceedings. Burdick nominated Martin as Superintendent, seconded by Rausch. The vote was unanimous in this selection.

3. Audience Comments: There were none.
4. Executive Session (Employee/Legal Matters): Not required tonight.

At 7:57 PM there being on further business Mills reminded the Board that we would again meet on December 17, 2019 and asked for a motion to adjourn. Draine made such motion, seconded by Nolting. The motion passed by unanimous voice vote.

Respectfully,

Jim Martin  
Manager/Clerk