

MINUTES OF THE  
COLONIAL PINE HILLS SANITARY DISTRICT  
October 15, 2024

The Board of Trustees of the Colonial Pine Hills Sanitary District met on October 15, 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; Ron Colerick, Trustee; and Peter Rausch, Trustee. Present also was Jim Martin, Manager; and Talbot Wieczorek, Legal Counsel.

AGENDA:

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

MINUTES:

Rausch made motion to approve the minutes of the September 17, 2024 as written. A second was given by Draine. The motion passed with a unanimous voice vote.

FINANCIAL REPORT:

The financial report for September was presented. Martin stated that water sales revenue recorded in September was over \$54,000 as a result of August being hot and dry. Billing for September continues to be higher than normal. Martin reported revenue for the year is ahead of last year. There being no other comments, Rausch made motion, seconded by Nolting, to approve the financial report. It passed by unanimous voice vote.

MANAGER'S REPORT:

Martin reported he has copies of the final Audit report and will pass them out tonight. He will also hand out the draft budget for CY2025 at this meeting along with an election guide and the annual report of the Western Dakota Regional Water System. It was also noted that Martin has been elected as Secretary/Treasurer of the Regional Water System. Steve has completed a refurbishment of the Conifer well house with some new siding and paint. He is now working on refurbishing the Clarkson well house. There being no further discussion Nolting made a motion seconded by Colerick to approve the Manager's report. The motion passed by unanimous voice vote.

OPERATOR'S REPORT:

In Mike's absence Martin gave the Operator's report. It consisted of production information and testing status. All systems are working nominally. Also, an updated Cellular based SCADA system is on order that should improve our system. Midco Diving and Marine completed our storage tank cleaning and repaired one minor leak this weekend. The discharged water did have some color to it but was in only the lower 3 or 4 inches of water. The remainder

of the tank was clear. There being no questions or comments, Draine made motion, seconded by Rausch to approve the Operator's report as written. The motion passed by unanimous voice vote.

#### OLD BUSINESS:

1. *SCADA System Upgrade:* New parts are on order. No further discussion
2. *Falcon Crest II Subdivision:* We are working with Legal Counsel to develop a construction easement with Kathy Donhiser that will allow the developer to construct a pipeline extension across her property to connect with our system. This is for the west 10 feet of her property. We already have an easement for the east 20 feet and have two 8-inch pipelines there.

#### NEW BUSINESS

1. *None.*

At 7:30 pm Martin requested that the Board move into Executive Session to discuss a contractual item. Rausch made motion, seconded by Draine, to move into Executive Session. The vote was unanimous for approval.

At 8:30 pm the Board moved back into Open Session after a motion to do so was presented by Draine. The second was made by Rausch and was approved by unanimous voice vote.

Mills asked for any additional comments: There was none.

There being no other business before the Board, Mills reminded us that we will meet again November 19, 2024 and asked for a motion to adjourn. At 8:31 pm Draine made motion to adjourn, seconded by Colerick. The motion passed by voice vote.

Respectfully submitted,  
Jim Martin, Manager/Clerk