

MINUTES OF THE
COLONIAL PINE HILLS SANITARY DISTRICT
October 16, 2018

The Board of Trustees of the Colonial Pine Hills Sanitary District met on October 16, 2018 at the Whispering Pines Fire Hall. President Mills called the meeting to order at 7:00 P.M. Those present were: Edward Mills, President; Donald Nolting, Vice-President; Peter Rausch, Trustee; and LeRoy Draine, Trustee. Absent with advance notice was Gerald Burdick, Trustee. Present also were Jim Martin, Manager; and Steve Burgad, Maintenance.

AGENDA:

Rausch made motion seconded by Nolting to approve the agenda without change. The motion passed with a unanimous voice vote.

MINUTES:

Nolting made motion, seconded by Rausch to approve the minutes of the September 18, 2018 meeting as written. Motion passed with unanimous voice vote.

FINANCIAL REPORT:

The Financial Report for September was presented. Martin reported that water sales revenue is down about \$16,000 from this time last year due to the unusually wet summer. Revenue deposited in October is expected to be normal for this time of year. Expenses in September were slightly higher due to the excavation and repair of three leaks in August but paid in September. We also had three loan payments due in September. Cash is expected to be tight until late November when the semi-annual property tax revenue is deposited. There were no questions or other comments and Rausch made motion to approve the financial report, seconded by Nolting. It passed by unanimous voice vote.

MANAGER'S REPORT:

The Manager's report for the month of September was presented. Martin stated he has let a contract with B&H Asphalt for a patch repair in the roadway adjacent to 4712 Okpealuk Court in the amount of \$2,150. There is no schedule as to the time frame yet. Martin reported he is currently working on the FY2019 budget, records retention, the Trustee Election and a change in QuickBooks accounts. There being no further discussion Draine made a motion, seconded by Nolting, to approve the report. The motion passed by voice vote.

OPERATOR'S REPORT:

In the absence of Mike Riker, Martin made the Operator's Report. He stated the well production for the month of September and the first 10 days in October. Both are down considerably from August. All sampling has been done and that the yearly e-coli sampling for Nonanna has ended and the results have been considerably below the contaminant threshold. All the wells are running normally. Parts are in for the filtration skid and it is now running normally. The leak at 4712 Okpealuk Court has been repaired. Draine mentioned that Riker made a verbal report last month on the status of the wells and how we would work thru any water emergencies.

He asked if we can get Mike to put that verbal report in writing so we can have it for future reference. Martin said he would ask Mike to do this. There being no questions Draine made motion, seconded by Rausch to accept the Operator's report. The motion passed by unanimous voice vote.

OLD BUSINESS:

1. Isolation Valve Plan Update: Martin reported that Riker has contacted Dan's Ditching to see when they will have some time to do the excavation for the valve replacements Riker has not released a formal plan as to how he wants to proceed.
2. City Sewer Agreement: With the absence of the Attorney this was continued until the November meeting.
3. Lawn Mower Purchase: Last month the Board approved the purchase of a new zero-turn mower for \$5,099. There were two Trustees unavailable at that time so tonight with both present the lawn mower purchase was again discussed. Both Trustees were OK with the action taken last month and no further action was necessary.

NEW BUSINESS:

1. Job Description Review: This was continued to the November meeting so that Trustee Burdick can be present.
2. Audience Comments: There were none.
3. Executive Session (Employee/Legal Matters): Not required this meeting.

There being on further business Draine, at 7:40 pm, made motion, seconded by Rausch to adjourn the meeting. The motion passed by unanimous voice vote.

Respectfully,

Jim Martin
Manager/Clerk