

MINUTES OF THE  
COLONIAL PINE HILLS SANITARY DISTRICT  
October 18, 2022

The Board of Trustees of the Colonial Pine Hills Sanitary District met on September 20, 2022 at the CPHSD Office Building. President Mills called the meeting to order at 7:00 PM. Trustees present included Edward Mills, President; Peter Rausch, Trustee; Ron Colerick, Trustee; and LeRoy Draine, Trustee. Don Nolting, Vice President; was absent with approval. Present also were Jim Martin, Manager; Steve Burgad, Maintenance and Talbot Wiczorek, Legal Counsel. Gerald Burdick was present in the audience.

AGENDA:

Draine made motion, seconded by Rausch to approve tonight's agenda without change. The motion passed with a unanimous voice vote.

MINUTES:

Rausch made motion to approve the minutes of September 20, 2022 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. Mills opened the floor for discussion and/or comments. Martin stated that revenue deposited in September was over \$52,000 and that deposits in October should be high, as well. There were no other comments. Rausch made motion, seconded by Draine to approve the financial report. It passed by unanimous voice vote.

MANAGER'S REPORT:

Martin reported we now have 359 Kamstrup Radio Read water meters installed. Installation of meters on Blue Stem Court continues and he will be ordering another 53 meters that will complete the project. We may not get them all installed this year but they will all be paid for.

Martin mentioned that Askland Construction has completed repairs on a service line at the top of Mittenwald Court. It was a split in the line caused by shifting rock. We now have four asphalt repairs to do and Simon has been contracted to complete those, hopefully by the end of October.

Martin notified the Board that former employee Terry Frease has passed away and the funeral was on October 17<sup>th</sup>. A memorial gift was given to the Humane Society of the Black Hills in Terry's name.

Martin stated he will be out of the office from early October 19<sup>th</sup> thru October 30<sup>th</sup>. There being no further discussion Draine made a motion, seconded by Rausch to approve the Manager's report. The motion passed by unanimous voice vote.

## OPERATOR'S REPORT:

The Operator's report was presented. Martin noted that DANR has completed their triannual on-site inspection and that it went well with no comments or recommendations. 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:

There was no Old Business to discuss.

## NEW BUSINESS:

1. **Trustee Election:** Martin reported that a trustee election will be held on the first Tuesday in January for the purpose of electing two trustees. The current incumbents whose terms are expiring are LeRoy Draine and Ronald Colerick. Martin asked the Board to appoint an election superintendent to oversee the election. Rausch make motion, seconded by Draine, to appoint Martin to this position. This motion passed by unanimous voice vote.
2. **Budget Presentation:** Martin passed out the proposed draft budget for FY2023 for review, with formal discussion to be done at the November meeting. Immediately, there were questions pertaining to whether this or that was in the proposal. Martin fielded these questions. A lengthy discussion was had on the amount of inflation we are experiencing and whether rates should go up to reflect the inflation number or should we be more restrained. This will be discussed in length next month.

## AUDIENCE COMMENTS:

No Comments were made.

At 7:40 PM, there being no further business for the Board, Mills stated the Board would again meet on November 15, 2022 and asked for a motion to adjourn. Rausch made motion, seconded by Draine, to adjourn the meeting. The motion passed by voice vote.

Respectfully submitted,  
Jim Martin, Manager/Clerk