MINUTES OF THE
COLONIAL PINE HILLS SANITARY DISTRICT
September 16, 2025

The Board of Trustees of the Colonial Pine Hills Sanitary District met on September 16, 2025 at the CPHSD Office Building. President Mills called the meeting to order at 7:00 PM. Trustees present included Edward Mills, President; Ron Colerick, Trustee; LeRoy Draine, Trustee; and Peter Rausch, Trustee. Don Nolting, Vice President was absent with prior notice. Present also was Jim Martin, Manager; and Mike Riker, Operator. Gerry Burdick was the audience.

AGENDA:

Rausch 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 June 17, 2025 as written. A second was given by Colerick. The motion passed with a unanimous voice vote. (NOTE: Due to a lack of a quorum, there was no meetings held in either July or August.)

FINANCIAL REPORT:

Martin reported that revenue is still looking well, even with the increase in moisture over the summer months. Rausch questioned the increase in expenses in the distribution and grounds area. Martin told him there were several leaks that were repaired, along with some asphalting on Okpealuk Street. The leaks were on Okpealuk Street, Kerry and Albertta Drives. There being no further questions or comments, Rausch made motion, seconded by Colerick, to approve the financial report. It passed by unanimous voice vote.

MANAGER'S REPORT:

Martin reported there has not been any additional action on the new Falcon Crest II subdivision after a flurry of activity during the Spring. He stated that he has heard that the County or City has put a temporary hold on the project because there is only a single exit path from the subdivision. This is the same blockage as from January 2024 when the County Commission rejected the subdivision for the same reason. Then there appeared to be a path forward and now it is stopped. There is still a push for the connection of Dunsmore Road with Countryside Blvd. Only the land owned by Mrs. Donhiser is in the way and she is not willing to sell. We are also working on our lead service line inventory. There has not been a lead service line found and I don't think one exists in our system but we may have a galvanized service line that will require replacement. We have not been able to identify the line as we are unable to locate it. It may run from the end of Dunsmore Road over to the Eagle Canyon area. We have a professional water locator coming out on October 15th that may help us determine the location of this line without doing any unnecessary excavations. We have two expiring terms of office for Trustees in January 2026. We are looking for people who might be interested. Contact the office if you have interest. There being no other comments, Rausch made a motion, seconded by Colerick, to accept the Manager's report. The motion passed by unanimous voice vote.

OPERATOR'S REPORT:

Riker reported production levels and sampling/testing results. He gave a report on the repairs made on the Conifer well. The well is not currently running but, parts have been ordered. He has the PFAS testing kit and is waiting for a schedule with SD Rural Water to come and teach him how to do the testing. He reported that the SCADA system upgrade has been completed but there are a few programming issues that are being worked out. Our SCADA is not cellular based rather than internet based. This increases the reliability and gives us more controls. There being no questions or comments, Rausch made motion, seconded by Colerick to approve the Operator's report as written. The motion passed by unanimous voice vote.

OLD BUSINESS:

1. *SCADA System Upgrade:* Discussed in Operator's Report.

2. *Falcon Crest II Subdivision*: Discussed in Manager's Report.

NEW BUSINESS

1. *Ground Penetrating Radar (GPR) Equipment Agreement*. An agreement between Gerry Burdick, owner and vendor of the GPR, and CPHSD was discussed. CPSHD wishes to use the GPR unit to discover buried pipelines. Many of our asset maps (CSS in particular) show the design of the pipelines but not the as-built maps. We are in hope that the GPR will allow us to ascertain pipeline and/or service line location so we can get their coordinates and map them into our system. This agreement, beginning in 2026, states that CPHSD will pay the vendor $500 per month ($6,000 per year) to be able to utilize this equipment during 2026, with annual negotiation thereafter. Should CPHSD staff not be available, and the vendor required to operate the equipment for CPHSD, vendor will be reimbursed $60 per hour. After a lengthy discussion, Rausch made a motion, seconded by Colerick, to adopt the vendor agreement. The motion passed by unanimous voice vote.

2. Mills stated that we have not had a meeting the last two months for a lack of a quorum. The lack of a quorum is caused by several factors. In July there were three trustees that were going to be unavailable on meeting night, so the meeting was cancelled by Martin several hours before the start time. In August, there were two trustees that were going to be unavailable but we otherwise a quorum was expected. At the time scheduled only President Mills, Manager Martin and Legal Counsel Wieczorek were present. Once it was decided a quorum was not going to be present, the meeting was cancelled. But while there the three attendees discussed the concern and Legal Counsel suggested that, although a meeting did not take place, Trustees that did appear for the meeting should be able to be compensated for their effort. (We now go back to the September meeting.) Mills opened up discussion on the subject of compensating Trustees for attending a meeting that eventually is cancelled for a lack of a quorum. Draine made a motion to approve the payment to any trustee that attended a meeting that was eventually cancelled. There was no immediate second. But there was considerable discussion. Colerick suggested that a decision not be made until the entire board could be present. After additional discussion, Rausch gave a second to the motion. Upon voting the motion carried with Draine and Rausch voting to approve and Colerick voting to deny.

Mills asked for any additional comments. There being no other business before the Board, Mills reminded us that we will meet again October 21, 2025 and asked for a motion to adjourn. At 8:00 pm, Rausch made motion to adjourn, seconded by Draine. The motion passed by voice vote.

Respectfully submitted,
Jim Martin, Manager/Clerk