

MINUTES OF THE
COLONIAL PINE HILLS SANITARY DISTRICT
September 19, 2023

The Board of Trustees of the Colonial Pine Hills Sanitary District met on September 19, 2023 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 were Jim Martin, Manager; Mike Riker, Operator; and Steve Burgad, Maintenance.

AGENDA:

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

MINUTES:

Draine made motion to approve the minutes of June 20, 2023 as written. A second was given by Rausch. The motion passed with a unanimous voice vote.

FINANCIAL REPORT:

The financial report for June, July & August was presented. Mills opened the floor for discussion and/or comments. There were no comments. Draine made motion, seconded by Rausch, to approve the financial report. It passed by unanimous voice vote.

MANAGER'S REPORT:

Martin reported that the District has repaired five water service line leaks since July 1st. These were done on Nonanna Street, 2 on Katrina Court, one on Kerry Drive and one on Albertta Drive. Total cost of these were \$37,551. We also contracted asphalt repair on five places for a total cost for asphalt \$14,763. I attended the annual meeting of the Western Dakota Regional Water System in Spearfish last week. During the business meeting the District was given the opportunity to place a person on their Board of Directors. I said I would do that, given our Board's approval. I plan to be out of town October 22-29. There being no further discussion Draine made a motion, seconded by Nolting to approve the Manager's report. The motion passed by unanimous voice vote.

OPERATOR'S REPORT:

Mike Riker presented the Operator's Report for August. He made comparisons for water produced during August and early September. All systems are operating normally. All samples taken were either within normal parameters or, as in the case of bacterial samples, absent. 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:

1. *Water Services Handbook*: Martin requested that the Water Service Handbook, a guide for all the rules and regulations of the District be approved for use. The handbook was provided to the Board members back a couple of months ago. After a short discussion, Nolting made a motion to accept the handbook as written, seconded by Draine. The motion was approved.
2. *Replacement of 4 Inch Pipelines*: Martin suggested that the Board should consider the replacement of all four-inch mains and services over the next several years. This is needed because of the continuing repairs that are being made and the money spent. In the past 24 years there have been a total of 124 leaks (average five plus per year) including 21 on Albertta Drive, 18 on Kerry Drive and 10 on Okpealuk Street. After much discussion, Martin was tasked to determine the projected annual financial capacity for the next few years to determine the ability to pay for some pipeline replacement. Riker was also tasked with providing information pertaining to projected cost for Kerry Drive. This subject will be re-visited at the October meeting.
3. *Lead Service Lines*: Martin stated that the inventory is going well, although slower than expected due to not being able to access the database the State has developed. We do not currently have a portal to see who has or has not uploaded their data. He will keep working in this area.
4. *Falcon Crest 2 Development*: This is the development of some 18 acres with 12 homes just to the south of Countryside South subdivision. Martin has developed a preliminary agreement with our requirements and Legal Counsel has made additions/recommendations. All these adjustments have been accepted. Upon discussion Ron stated he thought the tapping fees to be very low for the value gained. The tapping fees are the same as approved in the Water Services Handbook (see item 1, above). The tapping fees prescribed are depending on the size of the water meter installed whether 5/8 “, 1 “ or 1 ½” with tapping fees at \$3,500, \$4,500 and \$6,000 respectively. A discussion followed with no immediate resolution. To prevent a heated argument, Nolting suggested we continue this discussion at the October meeting where legal counsel will be in attendance. Upon this, Draine made a motion, seconded by Rausch, to amend the written agreement to delete the current tapping fees and insert the statement, “Tapping fees to be determined.” This motion was approved by unanimous voice vote. At this time Mills asked for a motion to approve Martin as the District’s representative to present the preliminary agreement to the developer. This was met with heated opposition until it was determined that Martin would not have the authority to determine tapping fees. Once this was established, Rausch made a second. The voice vote was 3-2 in favor with Mills, Rausch and Nolting voting yea and Draine and Colerick abstaining.

At 8:35 PM, Draine made motion to adjourn although there were other items on the agenda. The motion was seconded by Nolting and passed by voice vote.

Respectfully submitted,
Jim Martin, Manager/Clerk