

MINUTES OF THE
COLONIAL PINE HILLS SANITARY DISTRICT
August 18, 2015

The Board of Trustees of the Colonial Pine Hills Sanitary District met on August 18, 2015 at the Whispering Pines Fire Hall. President Robert Truman called the meeting to order at 7:00 P.M. Those present were: Robert Truman, President; Katie Peterson, Trustee; Donald Nolting, Trustee; and Edward Mills, Trustee. Absent with consent was Gerald Burdick, Vice-President. Present also were Jim Martin, Manager and Michael Riker, System Operator. Also present was Jeannette Mills.

AGENDA:

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

MINUTES:

Nolting made motion, seconded by Mills to approve the minutes of the July 21, 2015 meeting as written. Motion passed with unanimous voice vote.

FINANCIAL REPORT:

The Financial Report for July was presented. Martin stated the cash position of the District. He said that thru the end of July we are only down less than \$2,000 from the same time last year even with the rains and that the billing for July water was much higher than for June. There being no questions or further discussion, Mills made a motion, seconded by Nolting, to approve the financial report. It passed by unanimous voice vote.

MANAGER'S REPORT:

The Manager's report for the month of July was presented. Martin reported that Terry Frease was hospitalized on July 29th for an allergic reaction to a medication and has contracted a staph infection they are aggressively treating. Martin visited Terry this afternoon and reported Terry is feeling much better and anticipates going home soon. At home he will be limited as to his activities and doesn't expect to be back a work for three or four more weeks. Martin stated that a service line leak on the main on Whispering Pines Drive has been repaired and that another service line leak has been discovered on Katrina Court. Riker is to take care of that. There was a battery failure in the universal power supply at the WP main that took the SCADA system off-line for a few hours. The batteries were replaced and we are back up. There has also been a chlorine failure at the Croyle II due to a bubble in the injection line and a fluoride leak at the Conifer. Both have been remedied. We have had two insurance audits; one was for the facilities and all was good. The auditor recommended in his report that we order motor vehicle reports for the three employees that drive the truck. This has been requested. The other audit was for the annual workman comp review. It was done by telephone and all is well. Recommend that the Board review all personnel requirements to make sure we have all our areas covered, both as a normal practice and for the occasion when one of our employees is not available for a period of time. Martin also suggested we should review the need for an office building. The personnel

review, mentioned above, is a factor in the requirement for a building. There being no further discussion, Mills made motion, seconded by Peterson, to accept the Manager's report. The motion passed by voice vote.

OPERATOR'S REPORT:

Riker presented the Operator's report. He stated the well production, water sampling and testing results, as well as the general operation of the system. He stated that the average water usage per day has increased during the first two weeks of August from the previous month. He reported that the general operations and well operations are working normally. We did have a lightning strike at the tank that reset the SCADA system and for a few hours we were pumping during the electrical peak demand period. That was remedied but the damage was already done pertaining to the electrical bill. He also reported the battery failure in the UPS at WP main and it being repaired. During this failure he could not access the SCADA system from his computer and he was receiving no alarms. Again he suggested that we order a load of gravel for the Conifer well access road. There being no further discussion Mills made motion, seconded by Peterson, to accept the Operator's report. The motion passed by unanimous voice vote.

OLD BUSINESS:

1. Filtration of Nonanna & Croyle II Wells: The filtration skid is due to ship this week and should be ready to move into the building next week. All preparation for that has already occurred.
2. Pinewood Drive Pipeline & Croyle II Drainage: This project has reached the end of Pinewood and is proceeding thru Kaiser's vacant lot. There are four trees that will have to come down. Site Works is cleaning up the street and the sides of the yards as they go..

NEW BUSINESS:

1. Audience's Comments: No comments were offered.

There being no further business at 8:20 PM Peterson made motion, seconded by Nolting, to adjourn the meeting. The motion passed by unanimous voice vote.

Respectfully,

Jim Martin
Manager/Clerk