

MINUTES OF THE  
COLONIAL PINE HILLS SANITARY DISTRICT  
January 17, 2017

The Board of Trustees of the Colonial Pine Hills Sanitary District met on January 17, 2017 at the Whispering Pines Fire Hall. President Edward Mills called the meeting to order at 7:00 P.M. Those present were: Edward Mills, President; Donald Nolting, Vice-President; Gerald Burdick, Trustee; Katie Peterson, Trustee; and Peter Rausch, Trustee. Present also were Jim Martin, Manager; Terry Frease, Maintenance; Talbot Wieczorek, Legal Counsel; and Ted Schultz, Engineer. Also present in the audience were residents Jeannette Mills and LeRoy Draine.

AGENDA:

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

APPOINTMENT OF NEW TRUSTEE:

President Mills opened the floor to nominations for the appointment of a Trustee to fill Trustee Burdick's expiring term. Nolting made motion, seconded by Rausch, to re-appoint Burdick to fill the position. No other nominations were forthcoming. A vote was called and Burdick was appointed by unanimous voice vote.

SEATING OF NEW TRUSTEES:

President Mills introduced the new Trustees for CY2017: Leroy Draine and Gerald Burdick. At this time retiring Trustee Peterson left the Board.

ELECTION OF OFFICERS FOR CY2017:

President Mills opened the floor for nominations for Board President. Burdick made motion, seconded by Rausch, to re-elect Mills as President. There were no other nominations offered. Mills was re-elected President by a unanimous voice vote. Mills then opened the floor for nominations for Vice-President. Burdick made motion, seconded by Rausch, to re-elect Nolting as Vice-President. There were no other nominations offered. Nolting was re-elected as Vice-President by a unanimous voice vote.

MINUTES:

Burdick made motion, seconded by Rausch to approve the minutes of the December 20, 2016 meeting as written. Motion passed with unanimous voice vote.

FINANCIAL REPORT:

The Financial Report for November was presented. Martin stated that water sales revenue is some \$30,000 above this time last year. He also said that expenses continue to be

below that of last year once you take out the cost of the three pump/motor replacements for the three wells. That expense was considered an anomaly since one wouldn't consider losing three pumps/motors in a single year. Mills asked if there were any questions pertaining to the report and there being none Nolting made a motion, seconded by Rausch, to approve the financial report. It passed by unanimous voice vote.

#### MANAGER'S REPORT:

The Manager's report for the month of November was presented. Martin stated he had mailed to all customers a newsletter introducing the new water rate chart along with a explanation of the billing statement. He has also updated the 2017 budget that was approved last month with the December actual revenue/expense numbers. A copy of this was included in the mailed Trustee package. All tax forms have been mailed. He stated that Aspen Ridge Landscaping has experienced frozen pipes and that it appeared the cause was in their service line and has been repaired. Because of the deep snow we elected to estimate meter readings for December. There being no further discussion of the Manager's Report Nolting made motion, seconded by Burdick, to approve the report. The motion passed by voice vote.

#### OPERATOR'S REPORT:

Martin presented the Operator's report in Riker's absence. He reported the monthly water production and the status of the wells. All wells are functioning normally and Conifer is back up with a new 100 micron filter and is backwashing normally. The Nonanna filtration skid is operating normally. There being no questions Nolting made motion, seconded by Draine, to accept the Operator's report. The motion passed by unanimous voice vote.

#### OLD BUSINESS:

1. Office Building: Engineer Schultz had presented two possible layouts for the new office building in December. Burdick made a motion, seconded by Nolting, to accept plan EX2 with two driveways. After discussion the motion passed by unanimous voice vote. The next thing is to get the driveways approved by the County and see if a septic percolation test will be required.
2. Sewer Service to the Sutton Family Trust Property and Stetler Property: Attorney Wiczorek stated he thought the first thing to do is to draft an agreement between the District and the City spelling out the details and cost of sewer collection. The Board directed Martin to draft such an agreement and adopt City standards.

There being no further business, at 8:10 PM Rausch made motion to adjourn the meeting. The second was given by Burdick. The motion passed by unanimous voice vote.

Respectfully,

Jim Martin  
Manager/Clerk