

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

The Board of Trustees of the Colonial Pine Hills Sanitary District met on January 18, 2022 at the CPHSD Office Building. Social Distancing was observed. President Mills called the meeting to order at 7:00 PM. Trustees present included Edward Mills, President; Don Nolting, Vice President; Ron Colerick, Trustee; and LeRoy Draine, Trustee. Peter Rausch, Trustee, was absent with prior notification. Present also were Jim Martin, Manager; Steve Burgad, Maintenance; and Talbot Wieczorek, Legal Counsel.

AGENDA:

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

SEATING OF NEW TRUSTEES:

Since there were no Trustee petitions filed for election, President Mills opened the floor for nominations for two people to fill the two vacating positions on the Board. Draine nominated Donald Nolting and Peter Rausch to fill the three-year terms of office. The nomination was seconded by Colerick. The nomination passed by unanimous voice vote.

ELECTION OF OFFICERS:

President Mills opened the floor for the election of officers. Draine made motion to continue with Mills as Board President, with Nolting adding the second. The motion passed by unanimous voice vote. Colerick made motion to continue with Donald Nolting as Vice-President. Draine added the second. The nomination passed by unanimous voice vote.

MINUTES:

Nolting made motion to approve the minutes of December 21, 2021 as written. A second was given by Colerick. The motion passed with a unanimous voice vote.

FINANCIAL REPORT:

The financial report for November was presented. Mills opened the floor for discussion and/or comments. There was none. Draine made motion, seconded by Nolting to approve the financial report. It passed by unanimous voice vote.

MANAGER'S REPORT:

Martin reported we now have 190 Kamstrup Radio Read water meters installed. He has ordered 100 more that should arrive by the end of January. He also mentioned we have received our new computer and the mapping software. Beth Nelson is developing the maps and will lead the project to establish GPS coordinates for all in-ground assets once the hardware arrives. She will be doing a presentation at the February meeting. There being no further discussion Nolting made a motion, seconded by Draine, to approve the Manager's report. The motion passed by unanimous voice vote.

OPERATOR'S REPORT:

Martin gave the Operator's Report. He reported the production levels for December and early January. Sampling has been completed for the month. All the wells are running well. There being no questions Nolting made motion, seconded by Colerick, to accept the Operator's report. The motion passed by unanimous voice vote.

OLD BUSINESS:

1. There was no Old Business.

NEW BUSINESS:

1. There was no New Business.
2. Audience Comments: Community member Gerry Burdick wanted to know why the Board paid \$15,000 to an Engineer to design the District's need for an emergency stand-by power generator. After some discussion the agreement between the District and the Engineer was brought out showing the engineering company was doing a turnkey design; that is, they were designing the need for a generator (size, must haves, fuel types, etc.), the bidding process and the installation process, but for a maximum of \$13,500 plus \$500 in unforeseen expenses. But since the cost of the generator and installation estimate was double the amount the Board initially budgeted, the project was placed on hold and the Engineering Company was only paid \$8,523.25 since the project was not completed. The next question was why did the Board think that the engineering was needed since most generator companies have their own engineer. This was done because we attempted that at the beginning and found that the three generator companies contacted were wildly different in their answers to our needs; i.e., there was a difference in size requirements, fuel type, concrete pad, who would actually do the installation, etc. The Board did not have the expertise to wade through the difference so it was decided to hire someone who could sort through all of that and give us what we actually needed and we be happy with the result. Unfortunately, the overall cost was higher than anyone expected so the project was tabled for the present.
3. Mills appointed a Personnel Committee of Trustees Colerick and Nolting and Manager Martin. Their task is to consider succession planning and recruitment of a new manager. The Board directed the Committee to advertise through the South Dakota Association of Rural Water Systems and to sell the Hills as a carrot.

At 8:05 PM, there being no further business for the Board, Mills stated the Board would again meet on February 15, 2022 and asked for a motion to adjourn. Draine made motion, seconded by Colerick, to adjourn the meeting. The motion passed by voice vote.

Respectfully submitted,

Jim Martin, Manager/Clerk