

MINUTES OF THE
COLONIAL PINE HILLS SANITARY DISTRICT
June 20, 2017

The Board of Trustees of the Colonial Pine Hills Sanitary District met on June 20, 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; and LeRoy Draine, Trustee. Absent with prior notice was Peter Rausch, Trustee. Present also were Jim Martin, Manager; Talbot Wieczorek, Legal Counsel; Mike Riker, System Operator; Terry Frease, Maintenance; and Ted Schultz, Engineer. Also present in the audience was resident Jeannette Mills and AE2S Engineer Rich Wells.

AGENDA:

Burdick made motion, seconded by Nolting, to approve tonight's agenda without change. The motion passed with a unanimous voice vote.

MINUTES:

Nolting made motion, seconded by Burdick to approve the minutes of the May 16, 2017 meeting with typographical change (Manager's Report, line 8; from 'made' to 'make'. Motion passed with unanimous voice vote.

FINANCIAL REPORT:

The Financial Report for May was presented. Martin reported that April was a normal month, both in revenue and expenses with nothing out of the ordinary happening. He also mentioned that the eight checks in the uncleared check transactions report have now been cleared. Mills asked if there were any questions pertaining to the report and there being none Burdick 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 May was presented. Martin reported the status of the June 4th water leaks on Albertta and Okpealuk. He stated that these would be discussed later during new business. He also reported a low pressure complaint from Aspen Ridge Landscaping that turned out to be a broken water meter in the old Croyle well house pit. This meter was replaced. He also reported on the meeting between the District and the City to discuss a sewer service agreement. The City has our draft proposal and will be getting back with us. Martin mentioned again this month he was going to be out of town July 22nd to August 6th. There being no further discussion of the Manager's Report Nolting made motion, seconded by Draine, to approve the report. The motion passed by voice vote.

OPERATOR'S REPORT:

Riker make his Operator's report. He reported the monthly water production and the status of the wells. He stated that all of the lightning protection suggestions for the storage tank have been completed. There being no questions Burdick made motion, seconded by Nolting, to accept the Operator's report. The motion passed by unanimous voice vote.

OLD BUSINESS:

1. Office Building: Martin presented a draft agreement to hire Architect Brad Burns of Chamberlin Architects to formally draw up our plans. His bid was a flat \$12,500. After additional discussion pertaining to the scope of the agreement, Burdick made a motion, seconded by Nolting to approve the hiring of the Architect at the amount specified. The motion passed by unanimous voice vote. At this point Engineer Schultz suggested that the Board President appoint a committee to periodically meet and discuss the plans. President Mills appointed himself, Trustee Nolting, Manager Martin and Engineer Schultz to be on this committee, along with the Architect. Burdick make motion, seconded by Draine, to approve this committee. The motion passed by unanimous voice vote. The first committee meeting will be on June 28th at 12:00 PM at AE2S.
2. Sewer Service to the Sutton Family Trust Property and Stetler Property: Discussion of the proposed agreement with the City was deferred to Executive Session.
3. Water Tank Surge Modification: Discussed during Operator's report.

NEW BUSINESS:

1. Water Main Leak Repair Critique: Martin stated that this is the first time in many years we have had a break in a water main (Albertta Drive). Plus there was also a service line leak on Okpealuk Street at the same time. He reported that he received in excess of 20 calls asking about the water outage. Because of various factors the entire low pressure zone was turned off during the repair. Martin wanted to critique the repair to determine if there were things that should have been done but weren't or things done that should not have or any suggestions for improvement. The discussion yielded three items: 1) It was determined that our Operator (Riker) is in charge of the repairs and all other people defer to him except for safety. The manager and any Trustee at the repair site are primarily for public relations. 2) There is a need for the District to possess a water pump and generator. After discussion Draine made a motion, seconded by Burdick, to authorize the Manager to purchase the equipment agreed upon by the Operator. The motion passed by unanimous voice vote. And 3) it was determined that we need to look at the isolation valves in the low pressure zone and, if any are bad, to replace them and install additional valves as needed. Mills made motion, seconded by Nolting, to have Mike Riker and Terry Frease determine which valves need replacement and have this work done once funding is approved. The motion passed by unanimous voice vote.

2. Audience Comments: There were none.

At 8:10 PM Burdick made motion, seconded by Nolting, to move into Executive Session to discuss the City agreement concerning Sewer Service. The motion passed by unanimous voice vote.

At 8:28 PM the Board moved back into Open Session.

At 8:30 PM Burdick made motion to adjourn the meeting. The second was made by Draine. The motion passed by unanimous voice vote.

Respectfully,

Jim Martin
Manager/Clerk