

MINUTES OF THE  
COLONIAL PINE HILLS SANITARY DISTRICT  
March 21, 2017

The Board of Trustees of the Colonial Pine Hills Sanitary District met on March 21, 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; LeRoy Draine, Trustee; and Peter Rausch, Trustee. Present also were Jim Martin, Manager; Mike Riker, System Operator; and Talbot Wieczorek, Legal Counsel. Also present in the audience was residents Jeannette Mills.

AGENDA:

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

MINUTES:

Rausch made motion, seconded by Burdick to approve the minutes of the February 21, 2017 meeting as written. Motion passed with unanimous voice vote.

FINANCIAL REPORT:

The Financial Report for February was presented. Martin reported that February was a normal month, both in revenue and expenses with nothing out of the ordinary happening. Mills asked if there were any questions pertaining to the report and there being none Draine 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 February was presented. Martin stated that February was unremarkable. He mentioned that Pennington County had disapproved the two driveway approach for our office building but will approve the single approach when they get a copy of a revised draft. Our Engineer is working on this. Martin mentioned again this month he was going to be out of town May 20th to June 4th and again from July 22nd to August 6<sup>th</sup>. There being no further discussion of the Manager's Report Draine made motion, seconded by Nolting, 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 also reported that February into March has been unremarkable; no problems and no complaints. He is working to get the telemetry specialists out to install the surge suppressors on the storage tank to help prevent damage from lightning. There being no

questions Draine made motion, seconded by Rausch, to accept the Operator's report. The motion passed by unanimous voice vote.

#### OLD BUSINESS:

1. **Office Building:** The percolation test for the septic drainfield has been completed and is acceptable. Our plans are at the County for approval before going to the City for a building permit.
2. **Sewer Service to the Sutton Family Trust Property and Stetler Property:** A meeting with the City has been proposed so as to get their input on our proposed sewer plan for using the City's sewer. This meeting will be coordinated thru the Engineer's office.
3. **Water Tank Surge Modification:** Last summer there was a lightning strike on our tower that damaged the telemetry system. Our Engineer brought in an electrical expert to assess the tank grounding and susceptibility to damage from lightning. He recommended the placement of surge protectors on the cables for the telemetry system along with other suggestions. These suggestions were approved for funding at the November 2016 meeting and parts were ordered. Since then the weather has not been cooperative for work at the tower. Riker said he would have this taken care of as soon as he could get the electricians available.

#### NEW BUSINESS:

1. **Curb Stop Shut-off Valve for Aspen Ridge Landscaping:** This valve is in the wheel lane for the old Croyle well access road. It is being damaged by heavy equipment trucks driving over it and Martin and Frease have recommended it be moved. A discussion followed as to whether the expense should be the District's or Aspen Ridge. Martin stated that the District put the box where it is before Aspen bought the property and that the expense should be borne by the District. But he said he would speak with Aspen about their future expansion before moving the box.
2. **Asphalting of the Nonanna Well Driveway and adjacent mail box:** At the February meeting Burdick mentioned that this driveway should be asphalted. There was no discussion by the Board but during the month was questioned by one of the other members. At this meeting it was stated there are four isolation valves that are in the driveway and are at risk of being damaged when the driveway is plowed for snow removal. At this point Burdick made a motion for the District to pave the driveway along with a strip in front of the mail drop box. A second was made by Rausch. The motion was approved with Burdick, Rausch and Nolting voting in the affirmative and with Draine voting no.
3. **By-Laws:** Draine asked why the District does not have by-laws like other corporations. Our Attorney stated that since we are a Sanitary District, a governmental entity, we operate under the South Dakota Codified Laws pertaining to Sanitary Districts. They are, in fact, our by-laws. After the explanation, Draine then suggested we have an operations manual that describes what and how we do things. Martin stated we have this already but he will work over time to expand it.
4. **Audience Comments:** There were none.

At 8:20 PM Burdick made motion, seconded by Draine, to move into Executive Session to discuss a personnel concern.

At 8:40 PM the Board moved back into Open Session. There being no further business Draine made motion, seconded by Rausch, to adjourn the meeting. The motion passed by unanimous voice vote.

Respectfully,

Jim Martin  
Manager/Clerk