

MINUTES OF THE  
COLONIAL PINE HILLS SANITARY DISTRICT  
November 17, 2020

The Board of Trustees of the Colonial Pine Hills Sanitary District met on November 17, 2020 at the CPHSD Office Building. Social Distancing was observed and facial coverings were required. Temperature of each person entering the building was taken. They ranged from 94.1 to 97.6. President Mills called the meeting to order at 7:00 PM. Trustees present included Edward Mills, President; Don Nolting, Vice President; Gerald Burdick, Trustee; LeRoy Draine, Trustee; and Peter Rausch, Trustee. Present also were Jim Martin, Manager; Mike Riker, Operator; and Steve Burgad, Maintenance.

AGENDA:

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

MINUTES:

Burdick made motion to approve the minutes of September 15, 2020, as written. A second was given by Nolting. Motion passed with unanimous voice vote. NOTE: The monthly meeting scheduled for October 20, 2020 did not occur due to a lack of a quorum.

FINANCIAL REPORT:

Martin gave the financial report for October. He reported that water sales are higher this year than last and that deposits to be made in November look to be above last year as well. No further questions or comments were made. Draine motioned to approve the financial report with Nolting adding the second. It passed by unanimous voice vote.

MANAGER'S REPORT:

Martin reported we now have 78 Kamstrup meters installed with another 19 scheduled. Clemmon's Asphalt was out and measured the sizes of the four repairs and told Steve they will get to them this year. There was a main break at a Tee at the intersection of Okpealuk Court and Okpealuk Street. This was repaired by Askland but not before some 100,000 gallons of water was lost. The cost of the repair was \$3,500 plus about \$1,000 for parts. There being no further discussion Nolting made a motion, seconded by Rausch, to approve the Manager's report. The motion passed by unanimous voice vote.

OPERATOR'S REPORT:

Riker gave the Operator's Report. He reported the production levels for October and early November. All samples have been taken for the month and all the wells are working well. 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. Kamstrup Metering: Discussed in Manager's Report, above.

NEW BUSINESS:

1. Election Superintendent: Martin reminded the Board that should there be a Trustee election, there is a need for an Election Superintendent to oversee everything. Burdick made motion, seconded by Nolting, to appoint Jim Martin as Election Superintendent. The motion passed by unanimous voice vote.
2. FY2021 Budget: The budget has been mailed to the Trustees in October for their review. Tonight, it was opened for discussion. Rausch suggested that the rate reimbursed for mileage be increased from 50.5 cents to the Government Rate of 57.5 cents. Rausch put this in the form of a motion, seconded by Nolting. The motion passed by unanimous voice vote. There was no further discussion of specific budget items. When asked for approval, Rausch made motion to approve the budget with the mileage change. A second to this motion was given by Burdick. There being no further discussion, a vote was taken to approve the FY2021 budget. The motion passed by unanimous voice vote.
3. Bond Election & Public Hearing for SFR III: It was noted that next spring will mark the 10<sup>th</sup> and final year of our current SFR III Bond Election and will require us to go thru the procedure once again. Martin said he would contact the County Auditor for further guidance.
4. Audience Comments: None.
5. Executive Session (Employee/Legal Matters): None Required.

At 7:32 PM, there being no further business Mills reminded the Board that we would again meet on December 15, 2020 and asked for a motion to adjourn. Burdick made such motion, seconded by Rausch. The motion passed by unanimous voice vote.

Respectfully,

Jim Martin  
Manager/Clerk