

**Upper Blue Sanitation District**  
**Board of Directors Meeting**  
**Thursday September 10, 2015 @ 5:30 PM**

**I. ROLL CALL:**

Mr. Michael Turek called the meeting of the Upper Blue Sanitation District Board of Directors to order at 5:30 PM. Mr. Kenneth Trausch, Mr. Allyn Mosher, Mr. Michael Turek, Mrs. Patricia Theobald and Mr. Barrie Stimson answered “present” at roll call.

Mr. Andrew Carlberg and Ms. Marjorie Covey attended as well.

**II. MINUTES:**

August 13, 2015 minutes: Mr. Trausch made a motion to approve the August 13, 2015 Board of Directors meeting minutes. Mr. Mosher seconded the motion. The motion was passed unanimously by the Board.

**III. PUBLIC HEARINGS:**

**IV. PUBLIC COMMENT:** None

**V. BILLS:**

The bills were reviewed and discussed by the Board of Directors during the work session. Mr. Stimson made a motion to approve the bills as submitted. Mr. Trausch seconded the motion. Mr. Turek asked the Board for a roll call and the motion was passed unanimously by the Board.

**VI. FINANCIAL REPORT:**

The Board discussed the financial report during the work session.

The Board discussed having the ability to view checks disbursed by the District each month. Mrs. Theobald made a motion to allow Mr. Mosher, the Board Treasurer to have view only access to the Wells Fargo Bank account. Mr. Stimson seconded the motion. The motion was passed unanimously by the Board.

**VII. MONTHLY REPORTS:**

**A. Plant and Collection:**

The Plant and Collection reports were discussed by the Board of Directors.

**B. Manager Report:**

The Manager’s report was discussed by the Board of Directors.

**-Sale of Prepaid Plant Investment Fees (PIF’s):**

Mr. Carlberg told the Board that the partners of Georgian Square have requested the District sell their prepaid PIF’s in accordance with the District’s Rules and Regulations. Mr. Carlberg explained to the Board that in 1994 the District began to aggressively reduce the amount of outstanding prepaid PIF’s. The District wanted the prepaid PIF’s reduced so the District would not have to reserve future plant capacity. The District decided to allow owners of prepaid PIF’s to assign them to parcels of property and upon assignment pay the District 25% of the current PIF rate as a transfer fee. Therefore, the District would sell the PIF’s at the current PIF rate and pass on the revenue to the original owner minus the 25% transfer fee.

**Upper Blue Sanitation District**  
**Board of Directors Meeting**  
**Thursday September 10, 2015 @ 5:30 PM**

Mr. Carlberg said that currently Georgian Square has 10.73 prepaid PIF's that the District would sell to the next customers purchasing PIF's. The 10.73 PIF's would sell for \$124,296.32. The District would return \$93,222.24 to Georgian Square and the District would retain \$31,074.08.

-97 Subdivision:

Mr. Carlberg reported that the 97 Subdivision sewer line extension project is moving along without any issues and we anticipate completion of the project within three weeks.

-Town of Breckenridge:

Mr. Carlberg said that the Town of Breckenridge responded to the District's August 14, 2015 letter and the Town's letter is in the Board packet. The Board discussed the letter sent from Mr. John Warner, the Mayor for the Town of Breckenridge.

**VIII. OLD BUSINESS:**

**IX. NEW BUSINESS:**

C. 2016 Draft Budget

The Board discussed the 2016 Draft Budget during the work session. Mr. Carlberg said that he is proposing the District not increase service fees or plant investment fees for 2016. Repair and Maintenance will be the focus of the 2016 budget. There will be a line item in the budget for miscellaneous line extensions to address issues as they arise. The District is planning to start up the Iowa Hill plant in 2016, so there will be additional expenses for Iowa Hill. Mr. Mosher asked Mr. Carlberg to discuss the capital items budgeted for 2016.

D. Stan Miller Pay Request #1

Mr. Carlberg said that Stan Miller has submitted their first pay request for the 97 Subdivision sewer line extension in the amount of \$43,751.80. The pay request has been reviewed by the engineer and staff recommends approval of Stan Miller pay request #1.

Mr. Stimson made a motion to approve Stan Miller pay request #1 in the amount of \$43,751.80. Mr. Trausch seconded the motion. Mr. Turek asked the Board for a roll call and the motion was passed unanimously by the Board.

**X. CORRESPONDENCE:**

**XI. ADJOURN:**

Mr. Stimson made a motion to adjourn the meeting at 5:46 PM. Mr. Trausch seconded the motion. The motion was passed unanimously by the Board.

---

Mr. Barrie Stimson, Vice- President

---

Mr. Allyn Mosher, Secretary