

**Upper Blue Sanitation District**  
**Board of Directors Meeting**  
**Thursday July 13, 2023 @ 5:30 PM**

**I. ROLL CALL:**

Mr. Carlberg called the meeting of the Upper Blue Sanitation District Board of Directors to order at 5:30 PM. Mrs. Signe Stimson, Mrs. Joyce Mosher, Mr. Rick Orwig, Mr. Robin Theobald and Mr. Dan Corwin answered "present" at roll call. Mr. Dan Corwin was present via conference phone.

Mr. Andrew Carlberg and Mrs. Abigail Wagner attended as well.

**Election of Board Officers:**

Mr. Rick Orwig was nominated to be President on the Board by Mrs. Stimson. Mrs. Mosher seconded the motion. The motion was passed unanimously by the Board.

Mrs. Signe Stimson was nominated to be Vice President of the Board by Mr. Theobald the motion was seconded by Mr. Corwin. The motion was passed unanimously by the Board.

Mrs. Joyce Mosher was nominated to be Secretary of the Board by Mrs. Stimson. Mr. Corwin seconded the motion. The motion was unanimously passed by the board.

**II. MINUTES:**

June 8, 2023 minutes: Mrs. Mosher made a motion to approve the June 8, 2023 Board of Directors meeting minutes. Mrs. Stimson seconded the motion. The motion was passed unanimously by the Board of Directors.

**III. PUBLIC HEARINGS:**

-Resolution 5, Series 2023, Inclusion of 710 Wellington Rd AKA. Stables Village Subdivision

Mr. Carlberg said he recommends that the Board approve Resolution 5, Series 2023 for the Inclusion of 710 Wellington Rd. AKA. Stables Village Subdivision.

Mr. Theobald made a motion to approve Resolution 5, Series 2023 for the Inclusion of 710 Wellington Rd. AKA. Stables Village Subdivision. Mrs. Mosher seconded the motion. The motion was passed unanimously by the Board.

**IV. PUBLIC COMMENT:** None

**V. BILLS:**

The Board Discussed the payment made to Veolia WTS Systems USA, Inc. for the upgrades to the Iowa Hill Treatment Facility. Mr. Carlberg explained that the payment was to ensure that all the parts needed were ordered in a timely manner with the product and shipping delays that have been happening in recent years. Mr. Carlberg also explained that all the materials are correct for the scope of the project.

Mr. Theobald made a motion to approve the bills as presented. Mrs. Stimson seconded the motion. The motion was passed unanimously by the Board of Directors.

**VI. FINANCIAL REPORT:**

The Financial Report was delayed until the August meeting.

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**VII. MONTHLY REPORTS:**

A. Plant and Collection:

The plant and collection reports were discussed by the Board of Directors.

B. Manager Report:

Water augmentation for hot tubs was discussed by the Board. The District does not approve properties below the Tarn that have Vidler or other outside water augmentation plans because it conflicts with the water right policy of the District. Due to the fact that Vidler water Augmentation does not have a replacement water plan for below the Tarn.

Properties that have a Short-Term Rental license that only rent out one room in the home was also discussed by the Board. Mr. Carlberg recommended that the Board not amend the Districts policy on short term rentals because it would single out people who only rent one room of the property. Mr. Carlberg made this recommendation from research that the administrative staff did. The research found that neither the Town nor County have separate permits for this, making it hard if not impossible to track.

Housing Stipend for employees that do not live in employee housing was discussed by the Board in the work session.

**VIII. OLD BUSINESS:** none

**IX. NEW BUSINESS:**

C. Line Extension Agreement – Stables Village Subdivision

Mr. Carlberg recommended that the Board pass the motion for the Line Extension Agreement for the Stables Village Subdivision. Mr. Carlberg has worked with the Town of Breckenridge and their engineers to ensure that the Line Extension plans are up to the District Specifications.

Mr. Theobald made a motion to pass the Line Extension Agreement for the Stables Village Subdivision. Mr. Corwin seconded the motion. The motion was passed unanimously by the Board of Directors.

D. Modification of Policy 2019-1-Down Payment Assistance Program

The original resolution had the down payment assistance being \$50,000 or 10% down (which ever was less) in assistance to employees of the District. The policy amendment will change the amounts to \$100,000 or 20% down (which ever is less) in assistance to employees of the District. The rest of the terms of the loan in Policy 2019-1 will remain the same.

Mrs. Mosher made a motion to pass the Modification of Policy 2019-1-Down Payment Assistance Program. Mrs. Stimson seconded the motion. The motion was passed unanimously by the Board of Directors.

In addition to the discussion and motion to update Policy 2019-1-Down Payment Assistance the Board discussed starting a stipend for employees that own their own homes to help with taxes and other increasing cost that affect homeowners. The stipend will be \$7,200 a year given in \$300 bimonthly payments. This policy will be manager implemented and will be discussed again if modifications need to be made.

Mr. Theobald made the motion to pass the new policy for a stipend for employees that own their homes. Mrs. Mosher seconded the motion. The motion was passed unanimously by the Board of Directors.

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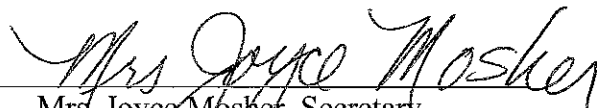
After discussion of the policy for employees that own their homes, Mrs. Mosher introduced a second motion for there to also be a stipend for employees that rent outside of District Employee Housing. The board discussed that this is also important for hiring on new employees that are already in the area and are unable to break a lease, if all of the Districts employee houses are filled and an employee needs to rent outside of employee housing, or other unique situations that can also come up for current employees who may need to start renting. With the current cost of renting units outside of employee housing the Board felt that it is important to include this into the stipend programming. The Board discussed that this is a policy that needs to be built up more and the board gave the manager permission to work on a policy for this situation to be modified as needed. At this current moment there are no employees outside of District employee housing that renting. The manager will work on making a specific policy for renters outside of district housing.

Mrs. Mosher made the motion to pass the Manager making a new policy for a housing stipend for renters outside of District employee housing. Mrs. Stimson seconded the motion. The motion was passed unanimously by the Board.

**X. CORRESPONDENCE:**

**XI. ADJOURN:**

Mrs. Stimson made a motion to adjourn the meeting at 6:30 PM. Mr. Theobald seconded the motion. The motion was passed unanimously by the Board of Directors.

  
Mrs. Joyce Mosher, Secretary

  
Mr. Rick Orwig, President