A. Call meeting to order, roll call – Jim Loud, Erin Cavit, Melanie Kukuk, Scott Lamb, Susan Thompson
Also present: Michael Averette

B. Reading and approval of minutes from May 26, 2017 – 1 correction to change to “Good fit and” Scott motioned; Melanie 2nd; passed unanimous

C. Modifications to agenda – None

D. Approval of agenda - approved

E. Discussion/Action Items
   1. Contracts for signature – All contracts except item b. SLVPHP Child Fatality because it was not ready. Erin 1st, Susan 2nd, passed unanimous
      a. West Central Public Health Partnership Renewal Contract – For Hinsdale to remain a partner with the West Central collaborative
      b. San Luis Valley Public Health Partnership Child Fatality Regional Contract – was not ready for signature
      c. Region 10 Homemaker Services – $10,000 for services provided to seniors in Lake City
      d. Region 10 Information and Assistance – $22,000 for services provided to seniors in Lake City
      e. Region 8 Homemaker/Chore Services – $10,000 for services provided to seniors in Creede
   2. OWTS
      a. Getz Property – Discussion and Consider approval of request for vault: Board believes Regulation 43 clearly indicates that a vault is not permissible on a property that can support an OWTS. They based their reasoning on the following language in Reg 43
         D. Vaults
            1. Vaults for full-time use in new construction are prohibited where a property can accommodate an OWTS with soil treatment area.
            4. Vaults may be permitted for limited use occupancy on a property which cannot accommodate an OWTS with a soil treatment area.

            AND

            5. Prohibitions on the Granting of Variance Requests
               a. No variance shall be issued where the property can accommodate a conforming OWTS.
               c. No variance shall be allowed solely for economic gain.

      Erin motioned to disapprove the request for a vault and require an OWTS; Scott 2nd; Passed unanimous
      Tara will craft letter; board signature; cc Jack
b. Waibel Property – Discussion and Consider approval of variance request for property line set backs – history presented on why this case was brought before board. Emergency situation with failed septic while many family members were visiting the cabin. Michael ended up giving approval to put in a new tank because Jack was unavailable. They wanted to put in a whole new system but in the immediate time needed an adequate tank. Jack was able to visit the property. Because of the property lines owned by the same owner there were issues with the STA encroaching upon the property lines.

Tara gave the go ahead to proceed with the install of STA. Tara allowed them to submit the letter explaining the situation at the advice of Jack. We should consider having something in place that would help us address emergency situations. If they keep it the way it is they would have to apply for an official variance. The variance procedure is very lengthy and costly with a technical justification from a professional engineer or a geologist. If not, they need to go ahead and combine the lots in order to be in compliance and the District would not have a problem with it and there is nothing else we can do. We recognize that we allowed them to proceed with this install because it was an emergency situation, but in order to follow through and be in compliance, we need to strongly encouraging Mr. Waibel to combine the lots through the Hinsdale County Planning and Zoning.

Susan motioned to communicate with the Waibels strongly encouraging Mr. Waibel to go to the planning commission to legally combine both properties; Melanie 2nd; Passed unanimous.

3. Discuss contract proposal for OWTS contractual services - This is to establish a contract for services performed by Mineral County Land Use and Hinsdale County Building Official in regards to OWTS permits and enforcement. Copy came out late afternoon prior. Mineral County added language about the process they use for issuing permits. Hinsdale reviewed and used same template with some language changes. Tara added language concerning relationship – how the fees would be handled. Each county will retain fees except that of which will be sent to the state. The District will send one quarterly report along with appropriate state fees which will be sent in to the District quarterly prior to the due date. Employees handling OWTS in each county will remain under the direction of the county administrators. Tara also added language that communication to the District will be made only when clients are challenging the decision of OWTS staff regarding permit issuance and requesting a variance.

Board Requested changes/additions:
• Add language that emphasizes OWTS operates under State and Local STPHD regulation 43
• The variance portion of contract needs to specify actual variance requirements by referencing location of language in reg 43 documents
• Change language on soil type determination to reflect “Building official if certified or competent technician”
• No need to separate Mineral and Hinsdale parts, just combine it into one
• Changed language to reflect that fees will stay under each county, except those which are sent to the state, and those fees will offset all of the costs associated with staff and vehicle usage

Erin motioned to approve as amended; Susan 2nd; Passed unanimously (Tara will make changes, send out to board and put on agenda’s for BOCC’s)

4. District Fee Schedule – Subcommittee met to discuss fees. Retail Food – kept same as what Hinsdale was already doing. No fees for participating in food safety class. Opted not to include fees for schools and day cares. No equipment product review fees. Kept fees for HACCP review keep $45/hr not to exceed $100.
OWTS fees were recommended to adopt $500 increase for new and repair to match what Mineral included the tank only fee of $175 but it is really specific only for Mineral County. Still $500 is significantly cheaper than neighboring counties.

OWTS fee rates will be reflected in the MOU with the counties; Retail Food fee rates will be included on the license application that the state will compile once these rates are sent to them after board approval.

Erin motioned to approved suggested fee schedule; Melanie 2nd; Passed unanimously

5. D&O insurance quote – 2 insurance quotes presented. 1 million was the cap on all claims. Tara requested quote for up to 2 million. Tara is still working on getting General Liability insurance.

Erin motioned to go with Philadelphia insurance quote for 1 million $2,269; Scott 2nd; passed unanimously

6. Bylaws Update – We don’t have language about voting via email in our bylaws. Robert’s Rules has detailed info on how to make motions which would need to be included. Email motions can go through but then we would have to still include on next agenda’s in order to make them legal. The first person to answer would be the one to make the motion and the second response would be the second.

Erin motioned to update bylaws to include the allowance of voting via email with the appropriate means by which motions and seconds are reflected; Melanie 2nd; Passed unanimously

7. Budget overview (if time allows) – no time. But we need it on the next agenda.

F. Executive Session: none

H. Director’s Report - nothing

I. Board Chairman/Directors’ Reports:

J. Next Meeting – September 14, 2017; Lake City

K. Adjournment