

**MINUTES OF ACTION
OF THE
BOARD OF DIRECTORS
GRANBY SANITATION DISTRICT
Acting by and through its Wastewater Activity Enterprise
January 9, 2019**

The regular meeting of the Board of Directors of the Granby Sanitation District was duly called to order at the Granby Sanitation District Treatment Plant on Wednesday, January 9, 2019, at 7:00 p.m. by President, Wayne Kerber. Present were Board members Wayne Kerber, Debra Brynoff, Casey Farrell, Kelly Griesch and Nancy Stuart. Also in attendance were District Administrator, Tammy Granger; Operations Superintendent, Andrew “Hopper” Becker and the District’s attorney Rod McGowan.

Nancy Stuart moved to adopt Resolution No. 2019-01-01 establishing the Granby Post Office as the official posting place for the 2019 agenda and meeting notices pursuant to the open meetings law. Casey Farrell seconded and the resolution was unanimously adopted.

The minutes from the regular meeting held on December 12, 2018 were considered. Nancy Stuart moved to approve the minutes as presented. The motion was seconded by Kelly Griesch and unanimously approved.

Next, the bills listing and financial reports were reviewed and discussed. Nancy Stuart moved to pay the bills and approve the financial reports. Kelly Griesch seconded and the motion was unanimously approved.

The delinquent account list was reviewed. As first quarter, 2019 billing was just prepared, no action was required on delinquent accounts.

Hopper Becker presented the Operations report and discussed the following matters:

- Due to the holidays, flows increased considerably and two trains are in operation. The District’s effluent is well within permit limits.
- An ad for a wastewater treatment operator/trainee has been placed. Once that position is filled Hopper will work on hiring a laborer. In the meantime, Joe Starika has returned to work on a part-time basis. The remaining staff is picking up the extra workload from being short-staffed.
- Wood chip supply continues to present challenges. Two out-of-state entities have expressed interest in touring the District’s composting operation.
- Hopper expects Sun Communities to attend the February Board meeting to seek approval of re-alignment of the sewer/force-main from their development to connection to the District’s main interceptor.

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-Hopper explained to the Board that the District's current Personnel Rules define overtime as "the hours "actually" worked in excess of forty (40) hours per work week" and "actual" hours do not include sick hours, holiday hours, vacation hours, compensatory time hours or time spent in training or traveling. As a result, when an employee is called out during non-working hours to respond to an emergency or alarm they do not receive overtime compensation if they have taken excluded hours described above during that workweek. After discussion the Board directed Rod McGowan to prepare a resolution to be adopted at the February 13, 2019 meeting amending the District's Personnel Rules, effective January 1, 2019, authorizing payment of overtime compensation for emergency and call-out hours regardless of an employee's hours worked for that workweek.

Tammy Granger gave the Administrative Report as written. The renewal of the District's health insurance was discussed. Kelly Griesch moved to approve renewal of the District's health insurance with United Healthcare effective February 1, 2019. The motion was seconded by Casey Farrell and unanimously approved.

Tammy advised the Board that the Coveys and Shelly Heckerson signed Releases and compensation checks have been distributed. Sun Communities deposit funds have also been received.

In the Attorney's report Rod McGowan advised that the Mountain Valley Investments, LLC easement has been recorded and the recorded copy provided to Tammy Granger. Rod obtained a signature on the DeCicco Enterprises easement and will get it recorded with the Grand County Clerk and Recorder.

Rod and staff confirmed that they have not received an update on Sun Communities' acquisition of a construction easement from Gary Nordloh.

In other business the Board discussed updating the District's wage scale due to the labor market and increased cost-of-living. After considerable discussion Casey Farrell moved to adopt the following wage scale:

Laborer	\$17.00 – 22.00/hour
Operator	\$20.00 – 31.00/hour
Lead Operator	\$25.00 – 33.00/hour
Lab Technician	\$19.00 – 25.00/hour
Operations Superintendent	\$29.00 – 41.00/hour
Administrator	\$29.00 – 41.00/hour
Office Assistant	\$17.00 – 21.00/hour

The motion was seconded by Debra Brynoff and unanimously approved.

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Casey Farrell then moved to approve a 3% cost-of-living increase to all of the District's current employees effective January 1, 2019. Debra Brynoff seconded and the motion was unanimously approved.

There being no further business to come before the Board it was duly moved by Casey Farrell, seconded by Kelly Griesch and unanimously adopted that the meeting stand adjourned at 8:20 p.m.



~~Casey Farrell, Secretary~~

Kelly Griesch, Acting Secretary