

**MINUTES OF ACTION  
OF THE  
BOARD OF DIRECTORS  
GRANBY SANITATION DISTRICT  
Acting by and through its Wastewater Activity Enterprise  
October 11, 2017**

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, October 11, 2017, at 7:00 p.m. by Vice-President, Debra Brynoff. Present were Board members Debra Brynoff, Casey Farrell, Nancy Stuart and Kelly Griesch. Wayne Kerber was excused from the meeting. Also in attendance were District Administrator, Tammy Granger; Operations Superintendent, Hopper Becker and the District's attorney, Rod McGowan.

The minutes from the regular meeting held on September 13, 2017 were considered. Nancy Stuart moved to approve the minutes as presented. The motion was seconded by Casey Farrell and unanimously approved.

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

Hopper Becker reviewed the Operations Report and discussed the following matters:

- Cooler weather has brought lower effluent temperatures.
- Due to low flows, the plant is utilizing only one of the four treatment trains. Typically two trains are utilized. One train presents a few challenges but the District's discharge is well within permit levels. Once the holiday season yields higher flows a second train will be put into service.
- The annual 8<sup>th</sup> grade tours have been completed and additional groups have voiced interest in arranging similar tours.
- This year's collection system inspection and cleaning has been completed. Staff jetted approximately 15,000 l.f. of the District's mains and videoed approximately 4,000 l.f. A smaller set of camera wheels were purchased for use in sewer mains that have been slip-lined.

Tammy Granger gave the Administrative report as written. After discussion Nancy Stuart moved to approve the Maintenance Agreement Contract for the District's Savin C2525 copier with Peak Performance Imaging Solutions. The motion was seconded by Kelly Griesch and unanimously approved.

Tammy Granger then presented the proposed budget for the District's 2018 fiscal year. She advised

October 11, 2017

that the budget hearing will be held on November 8, 2017 and public notice will be published in the October 12, 2017 edition of the Middle Park Times.

In the Attorney's report Rod McGowan presented Resolution 2017-10-3 Amending Personnel Rules. This resolution changes the compensation policy for on-call duty. Nancy Stuart moved to adopt Resolution 2017-10-3 Amending Personnel Rules. The motion was seconded by Kelly Griesch and the resolution was unanimously adopted.

Resolution 2017-10-4 Amending Public Records Policy was presented and discussed. The resolution adds provisions regarding digital records and allows the records custodian to require a deposit prior to processing a public records request. Casey Farrell moved to adopt Resolution 2017-10-4. Nancy Stuart seconded and the resolution was unanimously adopted.

Rod advised the Board that he had been contacted by Sun Communities' legal counsel indicating that they are ready to move forward with acting on the Assumption Agreement and Pre-Inclusion Agreement and asked the amount of the deposit required to cover the District's expenses. After discussion the Board set a deposit amount of \$5,000.00 with the condition that any remaining balance would be refunded to Sun Communities and any cumulative expenses exceeding the deposit amount would need to be paid by Sun Communities before any Agreements would be approved by the District.

The delinquent account list was reviewed. Hearings were held to consider adoption of Resolution 2017-10-1 and 2017-10-2 to certify delinquent fees to the Grand County Treasurer for accounts 18650.2 in the amount of \$678.88 and 29355.3 in the amount of \$765.63, respectively. Casey Farrell moved to adopt Resolution 2017-10-1 to certify delinquent fees for account 18650.2 in the amount of \$678.88. The motion was seconded by Nancy Stuart and unanimously adopted. Casey Farrell then moved to adopt Resolution 2017-10-2 to certify delinquent fees for account 29355.3 in the amount of \$765.63. Kelly Griesch seconded and the resolution was unanimously adopted.

The Board discussed conducting performance evaluations for Andrew Becker and Tammy Granger. Tammy will provide evaluation forms to Nancy Stuart and Kelly Griesch.

There being no further business to come before the Board it was duly moved by Kelly Griesch, seconded by Casey Farrell and unanimously adopted that the meeting stand adjourned at 7:45 p.m.

  
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Casey Farrell, Secretary