

**MINUTES OF ACTION OF
BOARD OF DIRECTORS
GRANBY SANITATION DISTRICT
Acting by and through its Wastewater Activity Enterprise
October 12, 2016**

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 12, 2016, 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, Thom Yoder and Andrew Becker.

The minutes from the regular meeting held on September 14, 2016 and the special meeting held on September 20, 2016 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.

Thom Yoder reviewed the Operations Report and discussed the following matters:

- Staff has made the transition from utilizing two aeration basins to just one, allowing for inspection and cleaning of the off-line basins. As a result there is a slight increase in discharge numbers but effluent remains well within permit limits. The digester basins have been cleaned and inspected as well.
- A Change of Contact form replacing Thom with Andrew Becker was presented to Wayne for signature. The completed document will be sent to CDPHE on October 13, 2016. Andrew will follow-up with CDPHE to complete the establishment of his NetDMR account.
- Thom advised that UNCC has been notified of new contact information for locate requests.
- Thom and Andrew will attend the October 13, 2016 East Grand Water Quality Board meeting.
- Holly Wood will be on location on October 13, 2016 to perform maintenance on Thom's computer, configure wireless connections for two printers and assist in transitioning Thom's e-mails to opsuper@granbysanitation.com.
- Thom feels the transition has gone well and Andrew voiced his readiness to step in as interim Operations Superintendent.
- Kremmling Sanitation District brought their vac truck to Granby to assist with cleaning the main in Agate Avenue from the car wash to Grand County Automotive. It was staff's opinion that there was less large debris in this section this year. It was recognized that a good portion of the District's flow travels through this section of the main and it should be expected that some grit would settle there. While the District was performing their collection system maintenance, the car wash's traps were being emptied and it was determined that their traps are cleaned semi-annually.
- Reg. 85 is up for CDPHE review again. Initial memorandums propose that some Reg. 85

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standards may be implemented sooner than the expected 2022; however, hearings have yet to be held.

Tammy Granger then presented the proposed budget for 2017. After discussion the Board directed her to include a capital expenditure amount of \$100,000.00 for 2017 in the event of the need for roof or collection system projects.

Tammy Granger gave the Administrative report as written. Tammy advised the Board of the need to complete an Annual Tax Compliance Questionnaire for filing with Colorado Water Resources and Power Development Authority. The Board authorized Tammy Granger to execute the Questionnaire for filing.

The next meeting with Northern Colorado Water Conservancy District is scheduled for November 14, 2016. General discussion regarding their project and nutrient reduction efforts was held.

Renewal of the Maintenance Agreement Contract for the District's copier with Peak Performance Imaging Solutions was discussed and Nancy Stuart moved to approve the Maintenance Agreement Contract and authorize Tammy Granger to execute said Contract. The motion was seconded by Kelly Griesch and unanimously approved.

Tammy Granger provided an update regarding the Goff property at 375 2nd Street (Account 14200.1). The Granby Town Clerk has conducted a walk-through of the property and the drywall blockages of interior doors have been removed as well as the stoves in the extra kitchens. Ms. Goff has cabinets to install in the space created by removal of the stoves and will provide photos of the cabinet installation to the Town of Granby when completed. Deb Hess, Granby Town Clerk, will provide written certification upon completion of the work.

The delinquent account list was reviewed and discussed. Casey Farrell moved to open the public hearing for consideration of certifying delinquent sewer fees to the Grand County Treasurer. The motion was seconded by Debra Brynoff and unanimously approved. It was noted that there were no account holders in attendance at the meeting. Casey Farrell then moved to close the public hearing. The motion was seconded by Kelly Griesch and unanimously approved. Casey Farrell moved to adopt:

- Resolution 2016-10-1 certifying \$604.48 on account 15700.2-Bendoraitis,
- Resolution 2016-10-2 certifying \$875.20 on account 29355.3-Guerrieri, and
- Resolution 2016-10-3 certifying \$918.26 on account 18650.2-Smith


to the Grand County Treasurer for collection with 2016 property taxes in 2017. Debra Brynoff seconded and Resolutions 2016-10-1, 2016-10-2 and 2016-10-3 were unanimously adopted.

The District's attorney, Rod McGowan was absent from the meeting. Tammy Granger presented copies of the 4th Addendum to 2006 Agreement for Treatment of Sewage between Granby Sanitation District and the Town of Granby (Expansion Lands) to include the Town's Kaibab Park properties in the District's service area which had been signed by the Town of Granby. As the 4th Addendum was

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approved at the September 14, 2016 meeting, the copies were executed by the District President and Secretary.

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 8:10 p.m.



Casey Farrell, Secretary