

**MINUTES OF ACTION
OF THE
BOARD OF DIRECTORS
GRANBY SANITATION DISTRICT
Acting by and through its Wastewater Activity Enterprise
November 8, 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, November 8, 2017, at 7:04 p.m. by President, Wayne Kerber. Present were Board members Wayne Kerber, Debra Brynoff, Casey Farrell, Nancy Stuart and Kelly Griesch. Also in attendance were District Administrator, Tammy Granger; Operations Superintendent, Hopper Becker and the District's attorney, Rod McGowan. John Marte appeared later in the meeting.

Kelly Griesch moved to open the hearing to consider the budget for the fiscal year beginning January 1, 2018 and ending December 31, 2018. The motion was seconded by Casey Farrell and unanimously approved. The budget hearing was opened by Wayne Kerber. It was noted that the Notice of Budget was published in accordance with the Colorado Revised Statutes and that no written comments had been received and no member of the public was in attendance. Nancy Stuart moved to close the budget hearing. Kelly Griesch seconded and the budget hearing was closed.

Kelly Griesch moved to adopt the Resolution to Appropriate Sums of Money, said motion was seconded by Debra Brynoff and unanimously approved and the Resolution adopted.

Kelly Griesch then moved to adopt the Resolution to Adopt Budget, said motion was seconded by Debra Brynoff and unanimously approved and the Resolution adopted.

Nancy Stuart moved to adopt the Resolution to Set Mill Levies at zero, said motion was seconded by Casey Farrell and unanimously approved and the Resolution adopted.

The minutes from the regular meeting held on October 11, 2017 were considered. Nancy Stuart moved to approve the minutes as amended. The motion was seconded by Casey Farrell 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.

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

- The plant is running well and discharge is well below permit limits.
- Hopper advised that there may be a possible buyer for the hammermill.
- A new radiator has been installed in the generator and it is running well.
- A digester blower was delivered to UE Compression to be rebuilt. Some machining will be

November 8, 2017

required on some of the internal components. As a result it may come in slightly over the estimate.

-The final WET test was passed and fourth quarter metals samples have been shipped for analysis.

-Hopper stated that he will be taking his Wastewater A certification exam after the first of the year and Dan Reynolds will be taking his Collection System 3 certification exam as well.

-After inquiry by Casey Farrell, Hopper responded that the plant continues to run on one treatment train. Hopper expects that a second train will be put into service in December.

Tammy Granger gave the Administrative report as written. The Annual Tax Compliance Questionnaire from the Colorado Water Resources and Power Development Authority was presented to the Board for consideration. Casey Farrell moved to approve the Annual Tax Compliance Questionnaire and authorize the appropriate official to sign the Questionnaire. The motion was seconded by Debra Brynoff and unanimously approved.

Tammy then presented an Audit Engagement Letter from Barnes Griggs & Associates, PC to conduct the District's audit for the year ending December 31, 2017. Nancy Stuart moved to approve execution of the Audit Engagement Letter from Barnes Griggs & Associates, PC. Debra Brynoff seconded and the motion was unanimously approved.

After discussion, Debra Brynoff moved to award pre-tax holiday bonuses of \$1,000.00 to Andrew Becker, Tammy Granger, Dan Reynolds, Josh Hardy and Jordan Ennis. The motion was seconded by Casey Farrell and unanimously approved.

In the Attorney's report Rod McGowan stated that Sun Communities has paid a \$5,000.00 deposit towards the District's expenses in negotiating the Pre-Inclusion Agreement and Assumption Agreement. Sun Communities has been provided a copy of the Assumption Agreement that was presented to the Town of Granby last fall. Rod has not yet heard anything from Sun Communities. Likewise, staff has not received any response from Sun in regards to the July 26, 2017 letter addressing the capacity of the existing railroad bore.

Rod mentioned that the District's Transparency Notice needs to be filed between November 16, 2017 and January 15, 2018. Rod also advised that 2018 is a special district election year and the Board will need to appoint a Designated Election Official.

Rod will contact Century Link regarding the easement at the Dollar General property since a new easement has not yet been received.

The delinquent account list was reviewed. Account holder Joe Marte appeared and stated that he is unable to pay the balance of his accounts (26800.1 and 26850.1) at this time. One account is for his residence and the second is for a rental property that is currently vacant and in need of some repairs.

November 8, 2017

Debra Brynoff moved to continue the disconnect hearing for the Marte accounts (26800.1 and 26850.1) until 7:30 p.m. on December 13, 2017. The motion was seconded by Casey Farrell and unanimously approved.

Nancy Stuart then moved to authorize staff to proceed with collection and disconnect proceedings on accounts:

29550.2	Agate Street Investments LLC
29367.2	Belmont
50267.4	Oliveira
37340.1	Schrop

The motion was seconded by Casey Farrell and unanimously approved.

Nancy Stuart moved to enter into executive session, with Rod McGowan in attendance, pursuant to §24-6-402(4)(f) to discuss personnel matters and §24-6-402(4)(b) for the purpose of receiving legal advice on specific legal questions. The motion was seconded by Kelly Griesch. Rod McGowan advised that when an executive session is held to discuss specific employees, said employees have the right to request discussion in open session. Hopper Becker and Tammy Granger waived the right to open discussion. The motion was unanimously approved.

Attorney's Opinion Required by Colorado Revised Statute, Section 24-6-402 (2)(d.5)(II)(B).

As the attorney representing the Granby Sanitation District, and who was in attendance at the above-referenced Executive Session, I am of the opinion that the discussions in the Executive Session, which were not recorded, constituted a privileged attorney/client communication.



Rod McGowan, Legal Counsel

Nancy Stuart moved to exit executive session, Kelly Griesch seconded and the motion was unanimously approved.

As a result of performance evaluations recently performed, the Board awarded Hopper Becker a \$2.00/hour raise effective November 8, 2017. They advised that he would receive another \$1.00/hour upon passing his Wastewater A certification. The Board also awarded a \$1,800.00 bonus to Tammy Granger.

There being no further business to come before the Board it was duly moved by Casey Farrell, seconded by Nancy Stuart and unanimously adopted that the meeting stand adjourned at 8:15 p.m.



Casey Farrell, Secretary