

**MINUTES OF ACTION
OF THE
BOARD OF DIRECTORS
GRANBY SANITATION DISTRICT
Acting by and through its Wastewater Activity Enterprise
November 9, 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, November 9, 2016, at 7:03 p.m. by President, Wayne Kerber. Present were Board members Wayne Kerber, Casey Farrell, Kelly Griesch and Nancy Stuart. The Board voted to excuse the absence of Debra Brynoff. Also in attendance were District Administrator, Tammy Granger; Interim Operations Superintendent, Hopper Becker and the District's attorney, Rod McGowan. Carl Borgstrom appeared at 7:25 p.m.

Casey Farrell moved to open the budget hearing. Kelly Griesch seconded and the motion was unanimously approved. Board Chairman Wayne Kerber opened the budget hearing. 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. Casey Farrell moved to close the public hearing, Kelly Griesch seconded and the motion was unanimously approved. The budget hearing was closed. Kelly Griesch moved to:

1. Adopt the Resolution to Appropriate Sums of Money, said motion which was seconded by Nancy Stuart;
2. Adopt the Resolution to Adopt Budget, said motion which was seconded by Nancy Stuart; and
3. Adopt the Resolution to Set Mill Levies at zero, said motion which was seconded by Nancy Stuart; and

All three Resolutions for the adoption of the Granby Sanitation District budget for 2017 were unanimously approved and adopted.

The minutes from the regular meeting held on October 12, 2016 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. Casey Farrell seconded and the motion was unanimously approved.

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

- The plant continues to experience low flows and discharge monitoring numbers have settled down after the aeration basin transfer. Staff is working hard.
- A Change of Contact form establishing Andrew Becker as Operator In-Responsible Charge has been processed by CDPHE. Hopper's NetDMR account has been activated.
- Hopper met with a representative from FEI Engineers who was soliciting work.

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-The EPA will be releasing a nutrient removal survey in the near future. In the meantime, Hopper will be attending associated webinars.

-Hopper then presented a letter from Joe Starika requesting 30 days of unpaid medical leave beginning November 30, 2016. Hopper stated that current staff can handle the workload during this period of time. Tammy Granger advised that at the end of November Joe will have approximately 15.8 hours of vacation leave and 18.9 hours of sick leave. Pursuant to the District's Personnel Rules, all paid leave must be exhausted before unpaid leave will be considered and vacation, sick, holiday, bereavement or any other paid leave will not accrue during unpaid leave. Employees on unpaid leave are eligible for group insurance benefits upon their timely payment of appropriate premiums. Joe has been advised of the cost of one-month's group insurance premiums. After discussion Casey Farrell moved to approve Joe Starika's request for 30 days unpaid leave to commence after exhaustion of vacation and sick leave accruals. The motion was seconded by Kelly Griesch and unanimously approved.

Tammy Granger gave the Administrative report as written. Tammy informed the Board that a Dollar General store and shell retail space is proposed for the old Frontier Motel property. At the present time there are 14 sfe assessed to that property.

Tammy presented an Audit Engagement Letter from Barnes Griggs & Associates, P.C. for consideration. Kelly Griesch moved to approve and authorize the appropriate District officer to execute the Audit Engagement Letter from Barnes Griggs & Associates, P.C. hiring them to conduct the District audit for the year ending December 31, 2016. Casey Farrell seconded and the motion was unanimously approved.

Tammy advised that she will file the District's Transparency Notice and budget as required.

After discussion, Casey Farrell moved to award pre-tax holiday bonuses of \$1,000.00 to Andrew Becker, Tammy Granger, Josh Hardy and Dan Reynolds and \$500.00 to Joe Starika. The motion was seconded by Kelly Griesch and unanimously approved.

Carl Borgstrom appeared at this time. He advised that the duplex property (Account 44086.20, 242 E. Agate) for which he owes one Plant Investment Fee has not sold. He stated that he has been paying the additional sewer service fees for the additional single-family equivalent, however, he does not have the funds for the plant investment fee. He indicated he could either restore the property to a single-family dwelling or set up a payment schedule and offered to pay \$2,000.00 now and \$500.00/month until the \$8,500.00 plant investment fee and \$765.00 accrued interest (1% per month, January 1, 2016 through September 30, 2016) was paid. After discussion Kelly Griesch moved to approve a payment schedule with Carl Borgstrom on account number 44086.2. Mr. Borgstrom shall pay \$2,000.00 now and \$500.00/month beginning December 15, 2016 towards the \$9,265.00 (\$8,500.00 plant investment fee and \$765.00 (1% interest/month, January 1, 2016 through September

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30, 2016)) until this balance is paid in full. 1% interest will continue to accrue on the balance of the Plant Investment Fee beginning October 1, 2016; however, if all payments, including quarterly sewer service fees, are made pursuant to the above-referenced schedule, interest accrued from October 1, 2016 will be forgiven. The motion was seconded by Nancy Stuart and unanimously approved. Mr. Borgstrom left the meeting at this time.

The delinquent account list was reviewed and discussed. Casey Farrell moved to authorize staff to proceed with collection and disconnection proceedings on the following accounts:

30850.2	Alvarado
29348.3	Morrow
40500.4	Murphy
31100.1	Palm
32100.4	Reynolds
19900.2	Wilson

Nancy Stuart seconded and the motion was unanimously approved.

The Board directed Tammy Granger to send a letter to Schades regarding their balance and payment arrangements.

In the Attorney's report, Rod McGowan discussed the October 25, 2016 letter he sent to the Mayor of the Town of Granby along with an Assumption Agreement between Granby Sanitation District and the Town of Granby for the Shorefox property recently acquired by the Town of Granby. The Agreement is similar to the one with CPL Granby, LLC. The Town's attorney has not had the opportunity to review it but has questioned the need for an assignment since the Shorefox property agreements run with the property. Rod responded that an assignment agreement complies with the Pre-Inclusion Agreement provisions. Rod is awaiting further response from the Town's attorney.


Casey Farrell moved to approve the Assumption Agreement between Granby Sanitation District and the Town of Granby, Colorado and authorize execution by appropriate District officials conditioned upon the Town of Granby's approval and execution of said Agreement. The motion was seconded by Nancy Stuart and unanimously approved.

Rod stated that the Fourth Addendum to 2006 Agreement for Treatment of Sewage between Granby Sanitation District and the Town of Granby (Expansion Lands) has been recorded with the Grand County Clerk and Recorder.

The next meeting with Northern Colorado Water Conservancy District and Black & Veatch is scheduled for November 14, 2016 at 9:30 a.m. Nancy Stuart, Rod McGowan, Hopper Becker and Tammy Granger will attend.

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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 8:07 p.m.



Casey Farrell, Secretary