

**MINUTES OF ACTION  
OF THE  
BOARD OF DIRECTORS  
GRANBY SANITATION DISTRICT  
Acting by and through its Wastewater Activity Enterprise  
December 11, 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, December 11, 2019, at 7:04 p.m. by Vice-President, Debra Brynoff. Present were Board members Debra Brynoff, Casey Farrell and Nancy Stuart. The absences of Wayne Kerber and Kelly Griesch were excused by the Board. Also in attendance were District Administrator, Tammy Granger; Operations Superintendent, Andrew “Hopper” Becker and the District’s attorney Rod McGowan. Debbie Fitch and Frank Appelhans also appeared.

The first item for discussion was the request from Frank Appelhans, property owner of 663 W. Agate Ave., for a variance from the District’s Rules and Regulations, Section 6.5A Pretreatment and Interceptor Guidelines. Mr. Appelhans and Debbie Fitch advised the Board that the installation of an underground grease interceptor would be difficult during the winter season and would require the installation of additional piping. Ms. Fitch informed the Board that she had conducted some research for alternatives to an underground grease interceptor and suggested that an above-ground system could be installed inside the building, below the sink. She also stated that the new fryers have automatic filtration systems and grease is captured in disposal containers. In addition, they will be using eco-friendly, disposable plates and flatware and minimal dishwashing is expected. The Board stated that an alternative grease interceptor must provide compliance with the District’s Rules and Regulations and meet the approval of the District’s Operations Superintendent and the District’s engineer. Hopper Becker stated he would review the alternatives supplied by Ms. Fitch to determine if they are acceptable and he will respond to Mr. Appelhans and Ms. Fitch once a decision has been made. Frank Appelhans and Debbie Fitch left the meeting at this time.

Next on the agenda was the budget hearing. Nancy Stuart moved to reopen the hearing to consider the budget for the fiscal year beginning January 1, 2020 and ending December 31, 2020. The motion was seconded by Casey Farrell and unanimously approved. The budget hearing was opened by Debra Brynoff. 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. The proposed budget was reviewed and discussed. Nancy Stuart moved to close the budget hearing. Casey Farrell seconded and the budget hearing was closed.

Casey Farrell then moved to adopt the Resolution to Adopt Budget, said motion was seconded by Nancy Stuart and unanimously approved and the Resolution adopted.

Casey Farrell moved to adopt the Resolution to Appropriate Sums of Money, said motion was

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seconded by Nancy Stuart and unanimously approved and the Resolution adopted.

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

The minutes from the regular meeting held on November 13, 2019 were considered. Casey Farrell moved to approve the minutes as written. The motion was seconded by Nancy Stuart 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.

The delinquency report was reviewed. There were no account holders in attendance. Casey Farrell moved to authorize staff to proceed with disconnect and collection proceedings on account 46500.2, Nancy Stuart seconded and the motion was unanimously approved.

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

- The plant is running well; flows are up from 2019 and temperatures are lower.
- Hopper stated he had renewed his Wastewater B Certification.
- In regards to the Sun Communities' project, Hopper, John Enochs and representatives from Wright Water Engineering, ESCO and Atwell Group had conducted two substantial completion walk-throughs. The force main is fairly close to being substantially complete. The gravity mains will continue to be inspected and as inspections proceed additional items are being identified for inclusion on the punch list. There are still a number of items at the lift station facility that need to be addressed. Hopper feels like progress is being made. At this time it may be mid-January before the permanent Anue system is operational. The temporary Anue system is not automated which requires operators to continue nightly visits to the lift station. Wright Water Engineering is developing a punch list which will be approved by Diamondback Engineering.
- The new truck authorized for purchase is in transit.

Tammy Granger gave the Administrative Report as written. An Audit Engagement Letter from Fiscal Focus Partners, LLC for performing an audit of the District's financial statements for the year ending December 31, 2019 was presented to the Board. Casey Farrell moved to accept the Audit Engagement Letter from Fiscal Focus Partners, LLC to conduct the District's audit for the year ending December 31, 2019. The motion was seconded by Nancy Stuart and unanimously approved.

Casey Farrell moved to adopt Resolution No. 2019-12-01 Election Resolution for 2020 Regular District Election Granby Sanitation District and Resolution No. 2019-12-02 Resolution Appointing a Designated Election Official and Authorizing Designated Election Official to Cancel Election.

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Nancy Stuart seconded and the motion was unanimously approved and Resolution No. 2019-12-01 and Resolution No. 2019-12-02 were adopted.


Next the Board held discussion regarding the awarding of bonuses to District staff. The Board acknowledged the demands put upon staff this year as a result of the Sun Communities development. Casey Farrell moved to approve the following bonuses to be included in payroll for the next four pay periods; \$1,500.00 to Hopper Becker and Tammy Granger; \$1,000.00 to Jonathan Beach, Dan Reynolds and Josh Hardy; and \$300.00 to James Sullivan.

The Board then reviewed and discussed health insurance renewal and premium quotes. Casey Farrell moved to authorize the District Administrator, Tammy Granger to renew the District's current policy with United Healthcare-Choice Plus Platinum 20/500/80% (BG53 832) or enroll in Anthem BCBS-Anthem Platinum PPO 500/10%/4000 (4BMG). The motion was seconded by Nancy Stuart and unanimously approved.

In the Attorney's report Rod McGowan advised that the annual disclosure regarding land development fees shall be posted by December 31, 2019. The election to be held in 2020 is the beginning of the process to transition special district elections from even to odd years. A scanned copy of Resolution No. 2019-11-01 has been received but the District is awaiting the signed original in order to release the building permit for full construction of the River Run Water Treatment Plant.

Sun Communities has requested that the Town of Granby vacate a portion of the utility easement dedicated on the Smith Creek Crossing Plat. Rod presented Resolution 2019-12-03 A Resolution Authorizing the Vacation of a Partial Utility Easement that consents to the vacation of a partial utility easement by the Town of Granby. Nancy Stuart moved to adopt Resolution No. 2019-12-03 A Resolution Authorizing the Vacation of a Partial Utility Easement; Casey Farrell seconded and the resolution was unanimously adopted.

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 8:30 p.m.

  
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Casey Farrell, Secretary