

**MINUTES OF ACTION  
OF THE  
BOARD OF DIRECTORS  
GRANBY SANITATION DISTRICT  
Acting by and through its Wastewater Activity Enterprise  
March 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, March 8, 2017, 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, Hopper Becker and the District's attorney, Rod McGowan.

The first item on the agenda was consideration of Resolution No. 2017-03-01 amending Section 4.3.1 of the District's Personnel Rules by increasing maximum sick leave accrual from 120 hours to 720 hours and adding a policy providing for extended sick leave donations. Nancy Stuart moved to adopt Resolution No. 2017-03-01 amending the District's Personnel Rules effective January 1, 2017. The motion was seconded by Casey Farrell and Resolution No. 2017-03-01 was unanimously adopted.

The minutes from the regular meeting held on February 8, 2017 were considered. Corrections were made to the paragraph authorizing collection and disconnection proceedings. Nancy Stuart moved to approve the minutes as corrected. The motion was seconded by Casey Farrell and unanimously approved.

Next, the bills listing and financial reports were reviewed and discussed. Debra Brynoff 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 District's discharge permit has expired and the Colorado Department of Public Health and Environment has issued an administrative extension.
- Jordan Ennis was hired as a wastewater treatment plant operator trainee and began work on March 6, 2017.
- The plant has been experiencing fluctuating flows due to the spring break season and effluent discharge has been well within permit levels.
- Josh Hardy recently passed his Collection 2 certification exam and was awarded an hourly raise and bonus as per the District's Personnel Rules.
- Hopper advised the Board that the District utilizes a four-gas meter for confined space safety. Grand Fire Protection District (GFPD) uses five-gas meters and has a docking station that is used to test and calibrate their meters. Hopper requested authorization to discuss an arrangement with GRFPD which would allow Granby Sanitation District to use the test/calibration station on a regular basis and establish a fair reimbursement contribution to GFPD for the District's share of the equipment use and necessary supplies. Sharing the docking

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station would ensure that test gases would always be within their expiration date, the calibration/test process would be streamlined and performed on a regular basis. Hopper also advised that the District's current gas monitor is at the end of its serviceable life and limited parts are available for its maintenance. The Board authorized Hopper to investigate the cost of a replacement gas monitor and initiate discussions with GFPD regarding a sharing arrangement for use of their test/calibration station.

-The annual biosolids report has been submitted to the Colorado Department of Public Health and Environment and will also be filed with Grand County and the EPA.

-Joe Starika is back to work.

Tammy Granger gave the Administrative report as written. Discussion was held on Glen Bakken's request for a waiver of the penalty and interest assessed on account 15239.1 due to the passing of the tenant who had been paying the sewer service fees. The Board authorized the waiver of \$14.10 penalty and interest on account 15239.1 due to extenuating circumstances.

Next, discussion was held regarding the 4<sup>th</sup> quarter, 2016 sewer service fees for account 24100.3 (Francis). Casey Farrell moved to rescind the January, 11, 2017 determination that the account balance of \$96.00 was uncollectable. The motion was seconded by Nancy Stuart and unanimously approved.

Black & Veatch's Draft Granby Sanitation District WWTP Nutrient Mitigation Technical Memorandum and the minutes from the February 27, 2017 meeting of Northern Colorado Water Conservancy District, Black & Veatch, Diamondback Engineering and Granby Sanitation District representatives were reviewed and discussed. Diamondback Engineering intends to submit their draft response to Black & Veatch's Technical Memorandum for District review by the end of March, in time for the Board's review at their April 12, 2017 meeting.

Tammy advised that a Sun Community representative inquired about the cost of determining the remaining capacity of the 12" sewer main located under the railroad tracks. Based upon the cost of manhole flow metering equipment rental and installation and flow analysis Tammy offered them an estimate of \$8,500.00. A monitoring period of May through July would be optimal.

The delinquent account list was reviewed. Tammy Granger advised that disconnect door hangers were placed on March 6, 2017 with payments due by 5:00 p.m. March 13, 2017 and disconnection to occur on March 14, 2017. Kelly Griesch moved to authorize staff to proceed with collection and disconnect proceedings on the following accounts:

40100.2	Mills
40110.2	Mills
31100.1	Palm

The motion was seconded by Nancy Stuart and unanimously adopted.

In the Attorney's report, Rod McGowan advised that he is awaiting an update on the status of the sale

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and development of the Shorefox property from the Town of Granby's attorney. He intends to inquire about the Town's plan to address occupancy limits on RV/park model units. Again, Rod doesn't see any need to move forward on the Resolution amending the District's SFE schedule until Shorefox plans are more certain.

Rod also noted that the audit must be submitted to the Board by June 30, 2017 and filed with the Office of the State Auditor by July 31, 2017. Tammy informed the Board that the auditor is scheduled to be in-house the week of March 20, 2017 to work on the District's audit. Rod also mentioned pending legislation regarding stakeholder input and subsequent legislative review prior to the implementation of additional nutrient discharge controls and the option to increase special district boards from five to seven directors.

There being no further business to come before the Board it was duly moved by Debra Brynoff, seconded by Kelly Griesch and unanimously adopted that the meeting stand adjourned at 7:55 p.m.

  
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Casey Farrell, Secretary