

**MINUTES OF ACTION OF
BOARD OF DIRECTORS
GRANBY SANITATION DISTRICT
Acting by and through its Wastewater Activity Enterprise
April 8, 2015**

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, April 8, 2015, at 7:05 p.m. by Vice-Chairman, Debra Brynoff. Present were Board members Debra Brynoff, Kelly Griesch, Casey Farrell and Nancy Stuart. The Board voted to excuse the absence of Wayne Kerber. Also in attendance were District Administrator, Tammy Granger; Operations Superintendent, Thom Yoder; the District's attorney, Stan Cazier and associate, Ian Ferrell; Wally Baird, Town Manager of the Town of Granby, Carl Borgstrom and Danny Carter.

The first item on the agenda was discussion of the SFE assessment of the residence at 242 E. Agate Avenue. Carl Borgstrom advised the Board that he purchased the property as a duplex about ten years ago and at that time the subject structure was finished with two living quarters, one upstairs and one downstairs. It wasn't until he received notice from Granby Sanitation District that he became aware of the need for an additional single-family equivalent and plant investment fee. The property has been on the market for about five months and he hopes to have the property sold by the end of the summer. He requests additional time to pay the \$8,500.00 plant investment fee required as a result of the duplex assessment.

Wally Baird noted that Carl also faces issues with water line improvements with the Town of Granby and that until recently Carl was unaware of those as well.

After discussion by the Board and as a result of exceptional circumstances, Kelly Griesch moved to adopt a resolution to give Carl Borgstrom until December 31, 2015 to remit \$8,500.00 for one plant investment fee to Granby Sanitation District for the additional living unit at 242 E. Agate Avenue (account 44086.2). Should the subject property sell prior to December 31, 2015 the \$8,500.00 is due upon closing of the sale. Penalty and interest will not be charged on the \$8,500.00 plant investment fee. All sewer service fees due from Mr. Borgstrom must be kept current. The motion was seconded by Nancy Stuart and the resolution was unanimously adopted. Mr. Borgstrom left the meeting at this time.

Next, Danny Carter, owner of 151 2nd Street (account 17950.3), advised the Board that on March 17, 2015 water service to this property was shut-off for non-payment of sewer service fees. Mr. Carter admits that there was confusion by his tenants and himself as they thought the disconnect door hanger resulted from delinquent water fees, which had been paid. Therefore, the door hanger was disregarded. Mr. Carter paid his account in full on March 18, 2015 and water service was restored. Mr. Carter asked the Board if a refund of the \$200.00 disconnection fee and \$200.00 reconnection fee could be made.

Tammy Granger explained to the Board that billings had been sent to Mr. Carter's brother, Mike, and that the third quarter, 2014 reminder letter mailed September 15, 2014 was returned marked

April 8, 2015

“Return to Sender, Not Deliverable as Addressed, Unable to Forward”. On October 8, 2014, Tammy changed the billing address to Danny Carter using the address from the Grand County Assessor’s records. Fourth quarter, 2014 billing and reminder letter, first quarter, 2015 billing and all delinquent notices were sent to the new address with only the certified mailing of the Disconnect Hearing Notice being returned. The disconnect door hanger was placed by District staff on March 10, 2015 and having received no response, disconnect by water shut-off was accomplished on March 17, 2015. Mr. Carter telephoned Tammy and traveled from Edwards to make payment of \$204.48 (\$192.00 sewer service fees, \$12.48 penalty and interest, \$200.00 disconnection fee and \$200.00 reconnection fee). She also informed the Board that as required the IGA with the Town of Granby, the Town was paid \$100.00 of the disconnection fee and \$100.00 of the reconnection fee.

After discussion Casey Farrell moved to refund \$100.00 of the disconnection fee and \$100.00 of the reconnection fee to Danny Carter. A full refund is denied as \$200.00 of the \$400.00 paid has been paid to the Town of Granby. The motion was seconded by Nancy Stuart and unanimously approved. Danny Carter left the meeting at this time.

The minutes from the regular meeting held on March 11, 2015 were considered. Kelly Griesch moved to approve the minutes as written. 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. Nancy Stuart seconded and the motion was unanimously approved. Tammy Granger was authorized to proceed with a certificate of deposit, within FDIC limits, with the JP Morgan step-up, providing they meet statutory requirements for public fund deposits.

No action was required in regards to delinquencies.

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

- Staff is completing maintenance on biosolids equipment to get ready for summer.
- Included in the packet is the CDPHE Rationale for Public Notice for the District’s discharge permit modification request to remove code CS017 in the compliance schedule to meet Total Recoverable Arsenic Limit by December 31, 2016 and request for exemption from modification fees. CDPHE proposes to remove the total arsenic limitation effective January 1, 2017 and implement a “report” only requirement for the remainder of the District’s permit term. The arsenic compliance schedule would also be removed. Pretreatment sampling would be added to the permit. Thom believes that that treatment effluent limits for many parameters will continually become more stringent.
- Thom presented a Standby Preventive Maintenance CSA Program Enrollment Form from Wagner Power Systems for the annual inspection and service of the District’s generator for consideration by the Board. Staff noted that the expenditure is included in the budget every year. Nancy Stuart moved to approve the Standby Preventive

April 8, 2015

Maintenance CSA Program Enrollment Form and to authorize Thom Yoder to execute said form. The motion was seconded by Casey Farrell and unanimously approved.

-Diamondback Engineering and Surveying, Inc. Task Order No. 18 for Lift Station Electrical engineering services was also presented to the Board. Again, this expenditure was included in the 2015 budget. Kelly Griesch moved to approve Task Order No. 18 in the amount of \$15,200.00 and to authorize the appropriate officer to execute the Task Order. Nancy Stuart seconded and the motion was unanimously approved.

Discussion was held regarding the Town of Granby's DeBerard Draw interceptor project. Thom stated that he had met with Bowman Engineering staff approximately six weeks ago to discuss the project plans. The project contractor alerted Thom of the pre-construction meeting which Thom attended on April 6, 2015. Thom voiced the following concerns, which he had also discussed with Bowman Engineering and the Town's wastewater operator:

-The Town's plans allow for the use of Class C material to be used as bedding, which contradicts the District's Rules and Regulations requiring the use of well graded crushed stone or gravel. Pursuant to the 2006 Expansion Lands Agreement the Town is expected to follow the District's Rules and Regulations.

-Thom was initially concerned with the use of pour-in-place manholes but upon further review of the District's Rules and Regulation pour-in-place bases are allowed.

Thom stated he felt that there was little regard given to Granby Sanitation District. He voiced concern with the lack of on-site inspection to occur during the project and he has not seen plans addressing bringing the new main on-line. Wally stated that concerns should be discussed with him rather than the Town's staff and engineer.

On a separate matter Thom voiced concern over the Moraine Park water project and feared that there was no provision as to how sewer infrastructure damage would be handled. Wally Baird indicated that there is a tree of notification in the project documents and Granby Sanitation District is the second party listed after the project engineer.

In regards to the DeBerard Draw interceptor, Wally stated that the project was initiated in 2010. Wally had asked their engineer to obtain specs from Granby Sanitation District. He noted that Granby Sanitation District Rules and Regulations were amended June 12, 2013, however, he had not received a copy of the revised Rules and Regulations, nor were they recorded. Thom replied that Bowman Engineering was provided with a copy of the current Rules and Regulations when he met with them six weeks ago. Tammy Granger stated that she most likely did not provide a copy of the revisions to the Town and was advised by John Walker that recording of the revised Rules and Regulations was not necessary.

Again, Wally stated that the project began in 2010 and due to some slope instability issues the project was delayed to monitor the slope. The project was restarted once slope stability was verified. Wally noted that changing the bedding material to crushed stone or gravel would increase the cost of the project approximately \$400,000.00, which the Town cannot afford.

April 8, 2015

Wally clarified that the DeBerard Draw interceptor will be owned by the Town of Granby and there are on-going efforts to dissolve the Authority.

Wally also indicated that at about the time Granby Sanitation District was revising their Rules and Regulations, the Town of Granby was applying for loan funding. Operating and maintaining the DeBerard lift station is expensive and the Town is concerned with its possible failure. A bid has been awarded; therefore, the Town feels a need to proceed with the DeBerard Draw interceptor project without delay.

Nancy Stuart asked Thom why Class C is not a suitable bedding material. Thom responded that Class C holds water and when wet it can become fluid. It doesn't support pipe as well and if appropriate compaction is not achieved settling can occur.

Thom indicated that he had reviewed CDPHE's approval of the plans and that, along with the certification of the plans by Bowman Engineering, have to be relied upon to provide some level of comfort.

Tammy Granger suggested that video inspection of the interceptor be performed upon completion of the project and then annually. If deficits are found, repairs should be made upon discovery. The Town of Granby has a two-year warranty period which the contractor should be held to. Annual inspections would be crucial to verify the integrity of the sewer main. In addition, written communications regarding comments and concerns should be made to the Town Manager and copied to Town staff. Written communication would provide clarity for all parties. She believed it was the goal of both entities to make sure future expensive repairs at the Town's expense be minimized and that spills be avoided at all costs.

Wally hopes that quality compaction of the bedding material will satisfy the District's concerns.

Stan Cazier stated that he believed that cooperative effort between Granby Sanitation District and the Town of Granby was the intent of the Agreements. Since the Town will own the DeBerard Draw interceptor they are liable for its operation and maintenance.

Stan and Tammy will prepare a letter to the Town summarizing their concerns and comments.

Tammy Granger gave the Administrative report as written.

In the Attorney's report Stan Cazier asked how future nutrient removal will impact the District's treatment. Thom stated that treatment processes are being manipulated to try to determine what level of nutrient removal can be expected with the current plant. It appears that nitrate removal may be accomplished.

There being no further business to come before the Board it was duly moved by Casey Farrell and seconded by Kelly Griesch and unanimously adopted that the meeting stand adjourned at

April 8, 2015

8:55 p.m.

A handwritten signature in cursive script that reads "Casey Farrell". The signature is written in black ink and is positioned above a horizontal line.

Casey Farrell, Secretary