

**MINUTES OF ACTION
OF THE
BOARD OF DIRECTORS
GRANBY SANITATION DISTRICT
Acting by and through its Wastewater Activity Enterprise
October 14, 2020**

Due to the COVID-19 virus the regular board meeting was held using zoom.us (ID 953 7299 3384). The regular meeting of the Board of Directors of the Granby Sanitation District was duly called to order via zoom.us on Wednesday, October 14, 2020, 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, Andrew “Hopper” Becker; the District’s attorney Rod McGowan and the District’s engineer, John Enochs.

The first item on the agenda was consideration of the Certificate of Final Completion for the Sun River Run Ranch Project – Phase 1 Sanitary Sewer Improvements. John Enochs commended Sun Communities for their efforts over the last thirty days to complete punch list items. Jetting and cleaning have been done, new floats in the lift station are being installed, gaskets for the vault manhole lids have been installed. Hopper added that the lift station has been experiencing high flows and Atwell is making it priority to find the source. Rod McGowan stated that the two-year warranty began at substantial completion. Debra Brynoff moved to accept and approve the Certificate of Final Completion for Sun River Run Ranch Project – Phase 1 Sanitary Sewer Improvements and to authorize Board President, Wayne Kerber to execute the Certificate. The motion was seconded by Casey Farrell and unanimously approved by roll call vote (**summary:** yes – 5). Yes: Debra Brynoff, Casey Farrell, Kelly Griesch, Nancy Stuart and Wayne Kerber.

Next, John Enochs presented Amendment No. 1 to Scope of Services for the Solids Handling. This Amendment adds Task 8, Mechanical Engineering Design as it was determined, as design and permitting have proceeded, that odor control and HVAC improvements would be required. The Amendment for Task 8 proposes a lump sum fee of \$32,400.00. Nancy Stuart moved to approve Diamondback Engineer’s Amendment No. 1 to Scope of Services for the Solids Handling for a lump sum of \$32,400.00. The motion was seconded by Kelly Griesch and unanimously approved by roll call vote (**summary:** yes – 5). Yes: Debra Brynoff, Casey Farrell, Nancy Stuart, Kelly Griesch and Wayne Kerber.

The minutes from the regular meeting held on September 9, 2020 and the special meeting held on September 22, 2020 were considered. Nancy Stuart moved to approve the September 9, 2020 minutes as amended and the September 22, 2020 minutes as presented. The motion was seconded by Debra Brynoff and approved by a unanimous roll call vote (**summary:** yes – 5). Yes: Debra Brynoff, Nancy Stuart, Casey Farrell, Kelly Griesch and Wayne Kerber.

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Next, the bills listing and financial reports were reviewed and discussed. Debra Brynoff moved to pay the bills and approve the financial reports. Kelly Griesch seconded and the motion was unanimously approved by roll call vote (**summary:** yes – 5). Yes: Debra Brynoff, Casey Farrell, Nancy Stuart, Kelly Griesch and Wayne Kerber.

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

- Staff is finishing up this year's collection system cleaning and inspection program with one main left to clean.
- The Granby Station developer has installed a new manhole on the south side of the 4th Street and Highway 40 intersection and Hopper voiced satisfaction with the installation.
- The SCADA software upgrade to Ignition is nearly complete. There are a few programming items and internet connection remain to be completed.
- Hopper worked with Diamondback Engineering to respond to the renewal of the District's discharge permit issued by the Colorado Department of Public Health and Environment. The response primarily requests extensions of time for compliance. Hopper feels optimistic that extensions may be granted.
- At the present time the District is a member of two water quality groups; East Grand Water Quality Board (EGWQB) who focuses on nutrient and metals testing and Grand County Water Information Network who provides temperature monitoring. Currently, there is discussion among the EGWQB membership regarding the future of the group.
- In regards to Grand County's response to the District's site application, John Enochs stated he'd try to get clarification about their statement that the District would need a new site application.
- Hopper presented information regarding a vehicle lift and jack. These items were included in the 2020 budget and Hopper asked for authorization to purchase. Debra Brynoff moved to authorize Hopper to purchase the vehicle lift and jacks for approximately \$11,000.00. Nancy Stuart seconded and the motion was unanimously approved by unanimous roll call vote (**summary:** yes – 5). Yes: Debra Brynoff, Casey Farrell, Nancy Stuart, Kelly Griesch and Wayne Kerber.

The delinquency report was reviewed and discussed. A hearing to consider certification of delinquent sewer service fees to the Grand County Treasurer was held. There were no account holders in attendance. Tammy Granger advised that a notice of hearing was mailed on September 10, 2020 to the account holders of account 31100.1, 26800.1 and 26850.1 by certified mail, return receipt requested. Return receipts had been received from Steve Palm, Nina Towne and Joseph Marte. Casey Farrell moved to adopt:

Resolution 2020-10-01 certifying delinquent fees in the amount of \$743.37

Resolution 2020-10-02 certifying delinquent fees in the amount of \$624,37 and

Resolution 2020-10-03 certifying delinquent fees in the amount of \$1,358.53

to the Grand County Treasurer for collection with 2020 property taxes in 2021. The motion was

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seconded by Kelly Griesch and the resolutions were unanimously adopted by roll call vote (**summary:** yes – 5). Yes: Debra Brynoff, Casey Farrell, Nancy Stuart, Kelly Griesch and Wayne Kerber.

Tammy Granger gave the Administrative Report as written. The Animal Shelter lease will need to be extended and the lease amount and payment terms are to be determined. In addition, Grand County's share of the construction costs associated with the solids handling project will need to be determined as design proceeds.

Tammy Granger presented the proposed budget for fiscal year 2021. Two proposals were distributed to the Board, one based upon current rates and a second based upon rates to be considered for adoption at the November 17, 2020 special meeting/rate hearing. Discussion was held regarding a study to identify inflow and infiltration and the benefits of purchasing a mobile flow meter.

In the Attorney's report Rod McGowan presented Resolution No. 2020-10-04 A Resolution Amending the Rules and Regulations of the Granby Sanitation District amending Section 7.3.2 (b.) Characteristics Defining Single Family Equivalent (SFE) b) Average daily wastewater flow. Debra Brynoff moved to adopt Resolution 2020-10-04 A Resolution Amending the Rules and Regulations of the Granby Sanitation District redefining the single-family equivalent average daily wastewater flow as 0-80 gallons/person/day. The motion was seconded by Nancy Stuart and the resolution was unanimously adopted by roll call vote (**summary:** yes – 5). Yes: Debra Brynoff, Casey Farrell, Nancy Stuart, Kelly Griesch and Wayne Kerber.

In regards to Sun Communities' developments, the Second Amendment has been recorded and the title commitment completed. Rod will supply the recorded Second Amendment to Tammy Granger. The final items remaining for the Sun River Run Ranch Project – Phase 1 Sanitary Sewer are:

- Publication of Final Settlement
- Submission of as-built/gps drawings to the District
- Bill of Sale from Sun Communities to Granby Sanitation District

Rod believes additional easements to serve abutting properties have been granted. Once these remaining items are complete the letter of credit can be released.

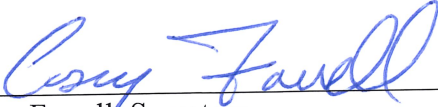
The River Run Ranch Collection System O&M manual has been completed. The Smith Creek Crossing Collection System O&M manual is still in review. Rod noted that once the parties agree to it, it needs signed off.

John Enochs advised that the shop drawings for the solids handling equipment project have been received and design of the building and digesters is moving along well.

There being no further business to come before the Board it was duly moved by Casey Farrell, seconded by Nancy Stuart and unanimously carried by roll call vote (**summary:** yes – 5) that the

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meeting stand adjourned at 8:17 p.m. Vote: Yes: Debra Brynoff, Casey Farrell, Nancy Stuart, Kelly Griesch and Wayne Kerber.



Casey Farrell, Secretary