

**MINUTES OF ACTION  
OF THE  
BOARD OF DIRECTORS  
GRANBY SANITATION DISTRICT  
Acting by and through its Wastewater Activity Enterprise  
March 9, 2022**

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 9, 2022, at 7:05 p.m. by Vice-President, Debra Brynoff. Present were Board members Debra Brynoff, Casey Farrell and Kelly Griesch. The absences of Wayne Kerber and Nancy Stuart were excused by the Board. Also in attendance were District Administrator, Tammy Granger; Operations Superintendent Hopper Becker and the District's attorney Katie Randall. John Enochs of Diamondback Engineering and Preston Randall of Hensel Phelps appeared by telephone.

John Enochs presented the Guaranteed Maximum Price submitted by Hensel Phelps for the Solids Handling Project to the Board. After efforts by the Project Team to redesign the facility and reduce costs the final Guaranteed Maximum Price (GMP) is \$7,696,518. This amount is \$1,003,482 less than the low bid of \$8,700,000 submitted by Hydro-Hensel Phelps on August 5, 2021. Despite price escalations recognized since August, 2021, the current proposed project design and GMP offers savings from the original bid and John feels that the proposed facility offers good functionality.

Tammy Granger asked John if CDPHE had made a decision as to whether one or two compressors would be required. John advised that CDPHE would approve one compressor rather than two as long as there are two motors to provide redundancy. Preston Randall advised that would be an approximate \$10,000 savings.

The Board asked what would happen if prices continue to escalate. Preston responded that the GMP includes a contingency of approximately \$140,000 and Hensel Phelps is set to stand behind the GMP, however, they would need a start date of May 1, 2022 so they can lock in prices in order to reduce their risks. John agreed that the sooner contracts can be finalized and the Notice to Proceed issued, the sooner Hensel Phelps can begin acquisitions. Preston advised that Hensel Phelps has a good trending program that provides them confidence in their pricing.

Kelly Griesch had questions about two items in Exhibit B-Clarifications and Assumptions:

1. Trader partner information has indicated that structural width of precast walls may be increased from 6" as shown on the Contract Documents to 8". Preston answered that 8" walls were factored into the GMP.
2. Relocation of new underground power and telephone lines on the line side of the utility transformer is assumed to be by Utility Provider. Preston replied that the owner is responsible for that cost. John added that utility relocation costs are unknown at this time.

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Debra Brynoff asked that if the GMP is accepted, what are the chances of additional costs? Tammy Granger advised that additional costs would be incurred only if change orders are approved by the Board. John stated that based upon Hensel Phelps involvement with the design so far, it is hoped that there will not be any change orders. Preston Randall added that Hensel Phelps does not anticipate the need for any change orders unless the scope of the project is changed. He also hopes that they will not need to use any of the allocated contingency and any unused contingency will be recognized as a price reduction.

Kelly Griesch asked about the operational impact of removing the pneumatic valves. Hopper replied that switching to manually operated valves will not pose a significant impact to the ease of operations and in the long run will require less maintenance and alleviate the need for replacing electronic controls.

Tammy Granger presented a cash analysis to the Board. She then expressed concern about the possibility of a low level of reserves after paying for the project and bearing potential blame for its financial impact. Hopper Becker stated that he did not feel the Board had much of a choice, other than to move forward. Not constructing the solids handling facility could require 24-hour shift work. Discussion was held regarding funding. Tammy advised that a state revolving fund (SRF) loan would likely delay the project 4-6 months as a result of the application process and that SRF funds cannot be used to reimburse expenses already incurred. Federal loan monies have conditions attached, such as minimum wage and use of American steel, that would increase the cost of the project. Raising rates is also a possibility and will require an update to the last rate study.

Casey Farrell moved to accept the Guarantee Maximum Price of \$7,696,518.00 submitted by Hensel Phelps and authorize staff and the District's engineer and attorney to work on finalizing a contract and notice to proceed between Granby Sanitation District and Hensel Phelps. The motion was seconded by Kelly Griesch and unanimously approved by a roll call vote (yes: Debra Brynoff, Casey Farrell and Kelly Griesch). Preston Randall left the meeting at this time.

John informed that Board that Grand County approved the amendment to the District's 1041 permit and will waive building permit fee. They will investigate whether the 1041 permit fee can also be waived. Tammy Granger advised that the District will need to pay impact fees to Grand Fire Protection District.

The Operations report was moved up on the agenda while John Enochs was available. Hopper advised that the River Run Ranch Phase I infrastructure warranty period ends this month. He reviewed his list of items that still need completed and fixed. Infiltration in the force main air relief and clean-out valves remains a major problem and seasonal variations in the water table makes it difficult to determine if the matter has been resolved. Staffing turnover at the development has also presented a challenge to follow-through on resolving the outstanding issues. He asked to Board how to proceed.

Katie Randall stated their office will need to review the applicable agreements with Sun Communities and the District's Rules and Regulations. Hopper said issues with the new infrastructure were addressed

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during a fall walkthrough with Wright Water Engineers. The remaining issues are with the old Shorefox installed infrastructure and they fall to Atwell Group and Sun. The Board stated that a letter from the District's attorney should be prepared and sent to Sun Communities regarding the outstanding issues. John Enochs left the meeting at this time.

Hopper stated that the plant is running smoothly and flows continue to be higher. Hopper requested that the Board give consideration to increasing the amount of vacation accruals for employees. He explained that during discussions with employees, newer employees expressed their desire for additional vacation days. Hopper expressed a desire to retain employees and hoped his request would be considered. Tammy Granger stated that the financial impact of increasing vacation accrual would be minimal, especially since there is a limit to the number of hours that can be accrued. Hopper and Tammy asked that vacation accruals be increased by 40 hours. After discussion Casey Farrell moved to authorize The Whitmer Law Firm to prepare a resolution to amend Section 4.1 of the District's Personnel Rules to increase vacation accrual by 40 hours/year to be considered at the April 13, 2022 meeting. The motion was seconded by Kelly Griesch and unanimously approved.

The minutes from the regular meeting held on February 9, 2022 were considered. Kelly Griesch moved to approve the minutes as presented. The motion was seconded by Casey Farrell and unanimously approved.

Next, the bills listing and financial reports were reviewed and discussed. Kelly Griesch moved to pay the bills and approve the financial reports. Casey Farrell seconded and the motion was unanimously approved.

The delinquency report was reviewed. Tammy Granger advised that door hangers were hung on March 7, 2022 with a disconnect date of March 15, 2022. Casey Farrell moved to authorize staff to proceed with disconnection and collection proceedings on accounts 1850.2, 22800.1, 15232.2 and 30120.2. Kelly Griesch seconded and the motion was unanimously approved.


In the Administrator's report Tammy Granger presented the draft audit for the period ending December 31, 2021 prepared by Fiscal Focus Partners, LLC. Tammy explained that there are two figures in the report that need to be corrected. The Total Administration-office amount on page 22 and the Capital outlay amount on page 23 need corrected by \$53.00 and, in turn, any amounts throughout the report impacted by the changes need to be corrected. Any audit journal entries necessary for this correction should be provided by the auditor. Casey Farrell moved to accept the audit for the period ending December 31, 2021 prepared by Fiscal Focus Partners, LLC provided the above-referenced issues are resolved. The motion was seconded by Kelly Griesch and unanimously approved.

Katie Randall had no attorney's report to give.

There being no further business to come before the Board it was duly moved by Casey Farrell,

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seconded by Kelly Griesch and unanimously adopted that the meeting stand adjourned at 8:30 p.m.



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Casey Farrell, Secretary  
kelly Griesch, acting secretary