

**MINUTES OF ACTION  
OF THE  
BOARD OF DIRECTORS  
GRANBY SANITATION DISTRICT  
Acting by and through its Wastewater Activity Enterprise  
April 14, 2021**

Due to the COVID-19 virus the regular board meeting was held using zoom.us (ID 965 5661 8398). The regular meeting of the Board of Directors of the Granby Sanitation District was duly called to order via zoom.us on Wednesday, April 14, 2021, at 7:00 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; the District’s attorney Rod McGowan and the District’s engineer, John Enochs.

John Enochs gave an update on the Solids Handling Project. Proposals for a floodplain evaluation and associated survey were recently received. Wright Water Engineers submitted a proposal for a floodplain assessment with a cost of \$11,000.00 and Atwell, LLC’s proposal for the floodplain survey listed a cost of \$14,850.00 for a total of \$25,850.00. Due to receiving additional estimates for with a cost of \$5,000.00 more, John Enochs recommended accepting the proposals from Wright Water Engineers and Atwell, LLC. Rod McGowan suggested that acceptance of the proposals be conditioned upon the contractors executing the District’s Public Contract for Services. Casey Farrell moved to accept Wright Water Engineers’ proposal for a floodplain assessment in the amount of \$11,000.00 and Atwell, LLC’s proposal for a floodplain survey in the amount of \$14,850.00 upon their execution of the District’s Public Contract for Services. The motion was seconded by Nancy Stuart and the motion was approved by unanimously roll call vote (**summary:** yes – 3). Yes: Casey Farrell, Nancy Stuart and Debra Brynoff.

John advised that they are working on a cost estimate for the solids handling project. Preliminarily the estimate is approximately \$8 million. John reminded the Board that it is designed for ultimate build-out of 3.0 mgd due to the difficulty in expanding the facility in the future due to space constraints. In response, Tammy Granger directed the Board to the current cash report. John Enochs advised that value engineering has not been conducted yet as a means of identifying areas of cost savings. John explained that once the project is bid, they could work with the low bidder to determine if there are any cost-saving measures. Discussion was held regarding the current amount of reserves on hand and the desired level of reserves to be held for future needs.

The minutes from the regular meeting held on March 10, 2021 were considered. Nancy Stuart moved to approve the minutes as presented. The motion was seconded by Casey Farrell and approved by a unanimous roll call vote (**summary:** yes – 3) Yes: Casey Farrell, Nancy Stuart and Debra Brynoff.

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Next, the bills listing and financial reports were reviewed and discussed. Nancy Stuart moved to pay the bills, including Diamondback Engineering invoices 2021-073 and 2021-074, and approve the financial reports. Casey Farrell seconded and the motion was unanimously approved by roll call vote (**summary**: yes – 3). Yes: Casey Farrell, Nancy Stuart and Debra Brynoff.

The delinquency report was reviewed; no action was required this month.

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

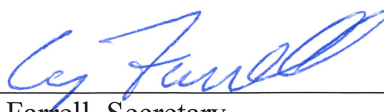
- Flows remain higher than in the past.
- Staff continues to work on identifying and addressing I & I.
- The District's sanitary survey is scheduled for next month. CDPHE conducts these surveys on a triannual basis. CDPHE is requesting records to be submitted digitally this year.
- An Operator-In-Responsible Charge (ORC) has been hired to keep the District in compliance. However, Hopper advised he had received a notice of violation from CDPHE despite having satisfied ORC requirements.
- Hopper presented a quote from Simon Pipeline Services for some sewer main point repairs and manhole rehabilitation in the amount of \$19,225.00. Casey Farrell moved to accept Simon Pipeline Services' Quote # 503 in the amount of \$19,225.00. The motion was seconded by Nancy Stuart and unanimously approved by roll call vote (**summary**: yes – 3). Yes: Casey Farrell, Nancy Stuart and Debra Brynoff.

Tammy Granger did not have any items to report.

In the attorney's report Rod McGowan stated that the District's audit is in process and it must be submitted to the Board by June 30 and filed with the Office of the State Auditor by July 31, 2021.

In other business general discussion was held regarding future staffing structure. Staff advises that managerial duties have increased due to development demands and expanded regulatory mandates. There will be a need for two A certified wastewater operators as well as additional operations personnel. Discussion will continue as necessary to move forward in addressing anticipated needs in staffing and the associated expense.

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 – 3) that the meeting stand adjourned at 8:05 p.m. Vote: Yes: Casey Farrell, Nancy Stuart and Debra Brynoff.

  
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Casey Farrell, Secretary