

**MINUTES OF ACTION
OF THE
BOARD OF DIRECTORS
GRANBY SANITATION DISTRICT
Acting by and through its Wastewater Activity Enterprise
May 12, 2021**

Due to the COVID-19 virus the regular board meeting was held using zoom.us (ID 980 3235 6394). The regular meeting of the Board of Directors of the Granby Sanitation District was duly called to order via zoom.us on Wednesday, May 12, 2021, at 7:00 p.m. by President, Wayne Kerber. Present were Board members Wayne Kerber, Debra Brynoff, Casey Farrell and Kelly Griesch. Nancy Stuart appeared later in the meeting. 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. Contracts for the floodplain analysis with Atwell, LLC and Wright Water Engineers have been signed and Atwell has begun survey work. The review process of CDPHE is proceeding and they are awaiting the floodplain evaluation. Discussion was held regarding the bidding process and cost of the project. Should the bids come in higher than desired, the District has the option to negotiate for an acceptable price or reject bids due to cost. Tammy Granger provided a brief summary of the State Revolving Fund Loan Program for the Board’s information.

The minutes from the regular meeting held on April 14, 2021 were considered. Casey Farrell moved to approve the minutes as presented. The motion was seconded by Debra Brynoff and approved by a roll call vote (**summary:** yes – 3; abstain – 1) Yes: Debra Brynoff, Casey Farrell and Kelly Griesch. Abstain: Wayne Kerber

Next, the bills listing and financial reports were reviewed and discussed. Kelly Griesch moved to pay the bills, including Diamondback Engineering invoices 2021-092, 2021-093 and 2021-094 and FKC Co., Ltd. Pay Order 3 (Invoice 13204), and approve the financial reports. Casey Farrell seconded and the motion was unanimously approved by roll call vote (**summary:** yes – 4). Yes: Debra Brynoff, Casey Farrell, Kelly Griesch and Wayne Kerber.

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

- The treatment plant is operating extremely well, producing low ammonia and turbidity levels.
- More biosolids are being produced and staff is increasing the level of composting in an attempt to reduce the amount of solids hauling.
- Staff has begun video inspection of the collection system and locating connections due to building projects.
- Hopper continues to prepare for the sanitary sewer survey scheduled for next week.

May 12, 2021

-Work continues to establish internet connections to separate SCADA from office use. Initial plans, previously approved by Browns Hill, provided for using a Verizon cradle point for SCADA. Browns Hill now recommends using a DSL line. Hopper presented two service quotes from Browns Hill. Job 21-151 SQ02 is for SCADA Server Maintenance in the amount of \$425.00. Job 21-152 SQ01 is for Ignition Basic Care Support Renewal in the amount of \$1,610.00. After discussion Casey Farrell moved to approve Browns Hill Engineering & Controls Service Quotes 21-151 SQ02 and 21-152 SQ01. The motion was seconded by Kelly Griesch and unanimously approved by roll call vote (**summary** yes – 4). Yes: Debra Brynoff, Casey Farrell, Kelly Griesch and Wayne Kerber.

-Hopper would like to dispose of the District's 1996 F150 pickup. The Board authorized Hopper to sell the pickup and suggested contacting High Country Motors for assistance.

-River Run Ranch I & I has decreased and the quantity and source continues to be monitored. The developer is making repairs as sources are identified.

-The majority of the solids handling equipment has been shipped and is being stored outside. The control panels will be stored in the treatment plant once they are received.

-The DMRQA study has opened and staff has started processing the samples.

Tammy Granger added that the cost to connect SCADA to a new DSL line would be approximately \$835/month.

The delinquency report was reviewed. Casey Farrell moved to authorize staff to proceed with collection and disconnection proceedings on accounts 30850.2, 13050.2, 23800.2, 23900.2, 1481.2, 40100.2, 40110.2. The motion was seconded by Kelly Griesch and unanimously approved by roll call vote. (**summary:** yes - 4). Yes: Debra Brynoff, Casey Farrell, Kelly Griesch and Wayne Kerber.

Tammy Granger gave the Administration report as written. The draft audit for the year ending December 31, 2020 was presented and reviewed. After discussion Kelly Griesch moved to accept the audit prepared by Fiscal Focus Partners, LLC for the year ending December 31, 2020 conditioned upon the correction in years cited on page 1 and page 12. The motion was seconded by Casey Farrell and unanimously approved by roll call vote (**summary:** yes – 4). Yes: Debra Brynoff, Casey Farrell, Kelly Griesch and Wayne Kerber. Rod inquired about the Sun Communities' infrastructure recently accepted by the District. Tammy advised that it would be recognized in the fiscal year 2021 audit.

Next, Tammy informed the Board that complete insurance quotes have not yet been received for a renewal date of June 1, 2021. Discussion was held regarding flood coverage and how that may or not be impacted by the upcoming floodplain delineation and how to proceed with future coverage. Debra Brynoff moved to authorize Tammy Granger to evaluate and choose coverage before June 1, 2021. Kelly Griesch seconded and the motion was unanimously approved by roll call vote (**summary:** 4 – yes). Yes: Debra Brynoff, Casey Farrell, Kelly Griesch and Wayne Kerber.

In the attorney's report Rod McGowan stated that Atwell and Wright Water Engineers had requested some minor changes to the indemnification provisions of the District's Public Contract for Services.

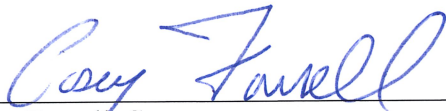
May 12, 2021

New language was agreed upon and the contracts for the floodplain evaluation have been fully executed.

In other business O'Reilly Auto Enterprises, LLC submitted a request to abandon 6.24 surplus single-family equivalents (SFE) for account number 12250.2, 232 W. Agate. The property currently has 9.97 SFE and review of the building plans for O'Reilly's auto parts store demonstrate a need for 3.73 of the 9.97 SFE, leaving an unused balance of 6.24 SFE. The customer has acknowledged that should additional SFE be needed in the future they will need to purchase the additional plant investment fees at the price in effect at that time. Debra Brynoff moved to approve O'Reilly Auto Enterprises, LLC's request to forfeit 6.24 SFE effective May 15, 2021 and corresponding sewer service fees will cease as of that date. The motion was seconded by Casey Farrell and unanimously approved by roll call vote (**summary:** yes – 4). Yes: Debra Brynoff, Casey Farrell, Kelly Griesch and Wayne Kerber. Nancy Stuart appeared at this time.

Discussion was then held regarding the form of future board meetings, in-person versus Zoom. The current Public Health Order was discussed. Hopper stated he would inquire how Grand Fire Protection District determined to proceed with their meetings. The Board voiced preference to proceed with in-person meetings in June or July. Rod McGowan states that the Town of Fraser holds their meetings with a combination of in-person and Zoom participation. He will review the District's By-Laws.

There being no further business to come before the Board it was duly moved by Debra Brynoff, seconded by Kelly Griesch and unanimously carried by roll call vote (**summary:** yes – 4) that the meeting stand adjourned at 8:10 p.m. Vote: Yes: Debra Brynoff, Casey Farrell, Nancy Stuart, Kelly Griesch and Wayne Kerber.



Casey Farrell, Secretary