

**MINUTES OF ACTION
OF THE
BOARD OF DIRECTORS
GRANBY SANITATION DISTRICT
Acting by and through its Wastewater Activity Enterprise
July 13, 2022**

Due to COVID precautions a Zoom option was offered, Zoom Meeting ID 895 6458 0999.

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, July 13, 2022, at 7:04 p.m. by President Wayne Kerber. Present were Board members Wayne Kerber, Casey Farrell, Kelly Griesch, Chuck Crossan, and Debra Brynoff. Also in attendance were District Administrator, Tammy Granger (by Zoom), District Operations Superintendent Hopper Becker and the District's attorneys Kent Whitmer (by Zoom) and Katie Randall. John Enochs of Diamondback Engineering appeared (by Zoom) for the update on the solids handling project.

In regards to the solids handling project, Hopper Becker stated that good progress is being made. He expressed his appreciation for the meticulous and careful approach being taken by Hensel Phelps related to unknown underground utilities being discovered. John Enochs advised that Hensel Phelps has a good construction management system in place. The digester tank location has been staked and the gravity line is being installed. A force main was inadvertently omitted from the 60% design plans and could be an expense beyond the GMP. However, as the project progresses savings and overages will be tracked. For example, at this time potential savings could be recognized if the abandoned septage pipe can be put into use to replace proposed new piping and revisions to the current non-potable water system can be made to meet project needs.

Hopper informed the Board that Mountain Parks Electric had completed the relocation of the underground electrical line. The plant was temporarily operated with generator power and no issues were encountered. In order for this work to initiate in a timely manner, Board President Wayne Kerber executed the Right-of-Way Easement and Agreement and approved payment for the relocation. Debra Brynoff moved to approve said execution of the Right-of-Way Easement and Agreement. The motion was seconded by Casey Farrell and unanimously approved.

Century Link ran a temporary phone cable which will need to be buried upon completion of the project. John left the meeting at this time.

The minutes from the regular meeting held on June 8, 2022 were considered. Kelly Griesch moved to approve the minutes as presented. The motion was seconded by Chuck Crossan and unanimously approved.

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

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

Hopper Becker reviewed his Operations Report and stated that the plant is running well. Flows remain at a steady, higher rate. Hydraulic loading is at about 23% of the plant's 2.0 mgd capacity. The Granby West lift station will need to be upgraded with electronic controls, telemetry, backup power and new pumps as a result of anticipated development. In addition to the lift station, general maintenance of the treatment plant and ever-increasing operational expenses creates an expectation for a need to increase rates in the future. Staff makes an effort to proceed in a cost-effective manner. Diamondback and Hopper prepared a compliance schedule letter which has been submitted to CDPHE. A violation letter was received due to compliance testing issues, which have been rectified with CDPHE. To work around construction, a conveyor has been put into use to transport solids to the disposal containers currently set outside. Once seasons change, a different approach will need to be considered.

Tammy Granger then gave the Administrator's report. She summarized the Family and Medical Leave Insurance (FAMLI) program. Discussion was held regarding the options for participation. Based on 2021 wages the employer premium would be approximately \$1,452/year at the projected rate of .45%. Local governments with 9 or fewer employees pay 0% premium share. The employee's share is also projected to be .45% and is deducted from their paycheck and remitted to the Department of Labor, FAMLI division on a quarterly basis. The Board felt that participation in the FAMLI program would be beneficial to the District's employees, especially since neither short or long-term disability benefits are offered by the District. Casey Farrell moved to authorize the District to participate in the FAMLI program and pay both the employer and employee's share of the premiums. The motion was seconded by Debra Brynoff and unanimously approved.


Next, discussion was held regarding the District's accrual limits of vacation leave and compliance with Colorado Department of Labor and Employment INFO #14. After considerable discussion the Board directed legal counsel to prepare a resolution to amend the District's Personnel Rules to cap vacation accrual at the maximums set in Section 4.1. Once the maximum accrual is met, employees stop earning more than the maximum. Once the employee's vacation accrual balance drops below the maximum, they can then begin accruing vacation again up until the maximum is reached.

Debra Brynoff stated that due to the current rate of inflation, she would like the Board to review wages for the 2023 budget.

In the Attorney's report Kent Whitmer stated that they have been working on a draft Pre-Inclusion Agreement for the Terra Firma property. They are in receipt of Tammy's comments and will await Hopper's comments upon his return from vacation. They hope to have a draft ready for the Board's review at the August 10 meeting.

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There being no further business to come before the Board it was duly moved by Debra Brynoff, seconded by Casey Farrell and unanimously adopted that the meeting stand adjourned at 8:00 p.m.



Casey Farrell, Secretary