

**MINUTES OF ACTION  
OF THE  
BOARD OF DIRECTORS  
GRANBY SANITATION DISTRICT  
Acting by and through its Wastewater Activity Enterprise  
August 12, 2020**

Due to the COVID-19 virus the regular board meeting was held using zoom.us (ID 969 7539 9079). The regular meeting of the Board of Directors of the Granby Sanitation District was duly called to order via zoom.us on Wednesday, August 12, 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. Appearing for 21 Ten Mile LLC was Michael Brownlee and Sheriff Brett Schroetlin appeared for the Grand County Sheriff’s Office.

Michael Brownlee, representing 21 Ten Mile LLC, appeared to discuss the assessment of single-family equivalent (SFE) resulting from a building permit application for the remodel of 21 Ten Mile Drive, Unit A. Mr. Brownlee advised that details regarding the calculation had been received from Rod McGowan. Based upon usage categories and corresponding square footage an additional .45 SFE was assessed for the addition of a mezzanine containing office and storage space and the conversion of ground level warehouse space to office and conference room. The .45 SFE was then reduced by .06 SFE to give credit for the warehouse conversion to office and conference room space resulting in a final assessment of \$3,315.00 plant investment fees (.39 SFE). Mr. Brownlee indicated that his client will be tendering this fee to the Winter Park Building Department. Tammy Granger advised that she will forward the necessary documents to the Winter Park Building Department so that processing of the building permit application can proceed. Michael Brownlee left the meeting at this time and an executive session was not necessary.

Next, Brett Schroetlin appeared to discuss renewal of the Lease Agreement between Granby Sanitation District and Ground County for the Grand County Animal Shelter. Wayne Kerber advised that the current lease terminates December 31, 2020 and the District would like to renew the lease. Tammy Granger stated that the upcoming Solids Handling Project will require cooperation between the parties to determine animal shelter kennel layout and drainage, construction cost contribution and accommodations necessary to meet the needs of the animal shelter and the District during the construction process. John Enochs indicated that preliminary discussions have been held and once design of the building and tanks is complete cost estimates will be available. Diamondback Engineering hopes to have CDPHE submittals finalized by the end of the year. Tammy Granger indicated that previously the lease amount had been tied to sewer service fee increases and she expects to receive a rate study from Diamondback Engineering by the September 9, 2020 board meeting. Brett thought that a November/December approval would work. The Board indicated that, if necessary, a month-to-month lease could be approved until a multi-year lease is agreed upon. Hopper Becker stated

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that he appreciates the communication that has occurred and he will continue to work with the animal shelter on functionality needs and keep Brett informed. The Board tabled the matter until October or November, 2020. Brett left the meeting at this time.

John Enochs then presented Change Order #1 for the Solids Handling Improvement Project. John explained that the equipment bid was for sludge thickening and dewatering equipment and that equipment needed to be selected before design could be commence. This change order authorizes FKC Co., Ltd. to supply a conveyor system and access platform to support the dewatering and sludge thickening equipment that they are supplying. Change Order #1 increases the contract by \$82,400.00 for the screw conveyor and \$34,000 for the aluminum access platform. John and Hopper researched similar equipment and found these prices to satisfactory.

After discussion Casey Farrell moved to approve the Agreement Between Buyer and Seller for Procurement Contract between Granby Sanitation District and FKC Co., Ltd. in the amount of \$401,865.00 and Change Order #1 in the amount of \$116,400.00 and authorize District officers to execute the Agreement and Change Order #1 and issue the Notice to Proceed conditioned upon the District's receipt of the original signed Agreement, signed Change Order #1, satisfactory Certificates of Insurance and performance bond. The motion was seconded by Nancy Stuart and unanimously approved by roll call vote (**summary:** yes – 5). Yes: Debra Brynoff, Casey Farrell, Nancy Stuart, Kelly Griesch and Wayne Kerber.

John and Hopper advised the Board that the pilot study that tested the dewatering capability of the selected equipment returned very satisfactory results. The vendor guaranteed 16-18% solids and during the study 18.5% solids was achieved. Hopper added that the equipment was simple to operate.

The minutes from the regular meeting held on July 8, 2020 were considered. Casey Farrell moved to approve the minutes as written. The motion was seconded by Kelly Griesch and approved by a majority roll call vote (**summary:** yes – 4; abstain – 1). Yes: Debra Brynoff, Casey Farrell, Kelly Griesch and Wayne Kerber. Abstain: Nancy Stuart.

Next, the bills listing and financial reports were reviewed and discussed. Kelly Griesch moved to pay the bills, including Diamondback Engineering and Surveying, Inc. invoice 2020-189 in the amount of \$675.00 and FKC Co., Ltd. invoice 12997 in the amount of \$7,500.00, and approve the financial reports. Nancy Stuart seconded and the motion was unanimously approved by roll call vote (**summary:** yes – 5). Yes: Debra Brynoff, Nancy Stuart, Casey Farrell, Kelly Griesch and Wayne Kerber.

The delinquency report was reviewed. Casey Farrell moved to authorize staff to proceed with collection and disconnect proceedings on delinquent accounts. The motion was seconded by Kelly Griesch and unanimously approved by roll call vote. (**summary:** yes – 5). Yes: Debra Brynoff, Nancy Stuart, Casey Farrell, Kelly Griesch and Wayne Kerber.

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

- Influent flows are bit lower than last year and temperatures are higher.
- Staff continues with collection system video inspection and root control efforts.
- Sun Communities' projects continue to be time consuming. Currently, the struggle centers around infrastructure that is in use and has passed initial inspection but continues to be damaged due to on-going construction efforts. For instance, during paving operations debris has been allowed to enter manholes, manholes sit above-grade and compaction and grading around the manholes is subpar, creating depressions around the manholes. The developer has been advised that the collection system is an operating system and that these issues negatively impact the District's treatment facilities and operations. Sun has indicated they will develop a plan to address the deficiencies for John and Hopper to review. Hopper voiced frustration about how to obtain their compliance to Agreements and Rules and Regulations. After discussion the Board opted to establish a committee consisting of Wayne Kerber, Debra Brynoff, Rod McGowan, John Enochs, Hopper Becker and Tammy Granger to investigate options and develop a plan to address these issues to present to the Board.

Hopper presented Browns Hill Engineering & Controls' Service Quote for RAS #3 Flowmeter Replacement in the amount of \$5,965.00. Nancy Stuart moved to approve the Browns Hill Engineering & Controls' Service Quote for RAS #3 Flowmeter Replacement in the amount of \$5,965.00. The motion was seconded by Debra Brynoff and unanimously approved by roll call vote (**summary:** yes – 5). Yes: Debra Brynoff, Nancy Stuart, Casey Farrell, Kelly Griesch and Wayne Kerber.

Tammy Granger gave the Administrative Report as written. Review of the Smith Creek Crossing Operations and Maintenance Plan continues. The District is still awaiting the warranty for the Anue foundation and Sun's development plans for the remainder of 2020 and 2021.

Discussion was then held regarding vacation accrual. The Board tabled the matter until the September board meeting and directed Rod McGowan to prepare a resolution to double the allowed accrual of vacation leave for the Operations Superintendent and District Administrator through January 1, 2023, at which time the matter can be revisited if necessary. The Board also discussed hiring additional staff to assist managers so that vacation can be taken.

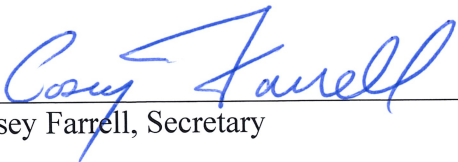
In the Attorney's report Rod McGowan directed the Board to the summary of HB20-1415 and SB20-205 prepared by the Special District Association.

In regards to Sun developments, the Smith Creek Crossing sewer service line connection detail has been received and deemed satisfactory and the September 30, 2020 final completion date of Phase 1 Sewer Infrastructure is quickly approaching. Rod informed the Board that the Second Amendment to Assumption Agreement Between Granby

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Sanitation District and Sun River Run Ranch RV LLC (Phase 1 Sewer Infrastructure), which includes the Anue warranty, had been sent to Cameron Grant; however, it has not yet been returned. The Second Amendment and title commitment was due by August 8, 2020. After discussion, Casey Farrell moved to extend the deadline in paragraph 1.2 of the Second Amendment to September 8, 2020. The motion was seconded by Debra Brynoff and unanimously approved by roll call vote (**summary:** 5 – yes). Yes: Debra Brynoff, Casey Farrell, Kelly Griesch, Nancy Stuart and Wayne Kerber.

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 meeting stand adjourned at 8:50 p.m. Vote: Yes: Debra Brynoff, Casey Farrell, Nancy Stuart, Kelly Griesch and Wayne Kerber.

  
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Casey Farrell, Secretary