

**MINUTES OF ACTION  
OF THE  
BOARD OF DIRECTORS  
GRANBY SANITATION DISTRICT  
Acting by and through its Wastewater Activity Enterprise  
September 22, 2020**

Due to the COVID-19 virus the special board meeting was held using zoom.us (ID 999 0325 9477). The special meeting of the Board of Directors of the Granby Sanitation District was duly called to order via zoom.us on Tuesday, September 22, 2020, at 7:00 p.m. by President, Wayne Kerber. Present were Board members Wayne Kerber, Debra Brynoff, 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.

John Enochs advised the Board that submittal of a site application is the first step in the process to get approval from the Colorado Department of Public Health and Environment (CDPHE) for the Solids Handling Improvement Project. The submittal for this project will be an amendment to the District’s existing site application, which was obtained for the current wastewater treatment facility and composting facility. It is anticipated that CDPHE’s review may take 3-4 months. Additional review agencies consist of the Grand County Board of County Commissioners, Town of Granby, Grand County Community Development and Northwest Colorado Council of Governments Water Quality/Water Quantity. John expects that submittal of the solids handling facility design to CDPHE will follow shortly. It is hoped that construction can commence the spring of 2021.

Discussion was held regarding the level of average daily wastewater flow per single-family equivalent. Pursuant to the August, 2005 Master Plan Wastewater Treatment Plant, it was determined that 280 gallons per day (gpd) was a more accurate representation of the influent flows per single-family equivalent (sfe) experienced by the wastewater treatment plant. The District’s Rules and Regulations define the characteristics of a single-family equivalent as:

- |                                     |                                 |
|-------------------------------------|---------------------------------|
| a.) Average occupancy               | 1 - 3.5 persons                 |
| b.) Average daily wastewater flow   | 0 - 100 gallons/person/day      |
| c.) Average wastewater BOD strength | 0 - 0.17 pounds BOD5/person/day |
| d.) Average wastewater TSS strength | 0 - 0.20 pounds TSS/person/day  |

John Enochs advised that the Site Application was prepared based upon 280 gpd/sfe.

Hopper Becker stated that the trend is that hydraulic flows are decreasing due to the use of high-efficiency fixtures and water conservation efforts by consumers. He feels like 280 gpd/sfe is a more realistic representation, however, organic characteristics should remain unchanged as flows are now more concentrated.

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The Board issued direction to Rod McGowan to draft a resolution to amend the District's Rules and Regulations to amend the average daily wastewater flow characteristics of a single-family equivalent to 0-80 gallons/per person/day. The resolution will be considered for adoption at the October 14, 2020 board meeting. The Board also advised John Enochs to use a 280 gpd/sfe flow rate for completion of the rate study.

Kelly Griesch moved to adopt a resolution to approve the Regulation 22 Application Form, Section 22.8 of Regulation 22: Amendment of an Existing Site Location Approval and Applicant Certification and Review Agencies Notification List, Section 22.8 of Regulation 22: Amendment of an Existing Site Location Approval for the Solids Handling Improvement Project and authorize Wayne Kerber to sign the document and authorize its submittal to the Colorado Department of Public Health and Environment. The motion was seconded by Nancy Stuart and unanimously approved by roll call vote (**summary:** yes – 4). Yes: Debra Brynoff, Nancy Stuart, Kelly Griesch and Wayne Kerber.

The draft rate study was presented to the Board and the final draft will be distributed next week. Tammy Granger was advised to prepare budgets using current rates and the alternative rates suggested in the rate study. After discussion staff was advised to place an insert noticing a public hearing to consider sewer service fee and plant investment fee rate increases with the fourth quarter billing statements and post notice on the District's website. The following meeting schedule was set as follows:

Regular Board meeting:	November 11, 2020
Special Meeting-Public Hearing to Consider Rate Increases:	November 17, 2020
Regular Board meeting (including budget hearing)	December 9, 2020

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 that the meeting stand adjourned at 7:54 p.m. (**summary:** yes – 4). Vote: Yes: Debra Brynoff, Nancy Stuart, Kelly Griesch and Wayne Kerber.

  
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Casey Farrell, Secretary