

**MINUTES OF ACTION OF
BOARD OF DIRECTORS
GRANBY SANITATION DISTRICT
Acting by and through its Wastewater Activity Enterprise
January 13, 2016**

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, January 13, 2016, at 7:04 p.m. by Vice-Chairman, Debra Brynoff. Present were Board members Debra Brynoff, Kelly Griesch and Casey Farrell.

The Board voted to excuse the absence of Wayne Kerber and Nancy Stuart. Also in attendance were District Administrator, Tammy Granger; Operations Superintendent, Thom Yoder and the District's attorney, Rod McGowan.

The first item on the agenda was discussion of Carl Borgstrom's request for an extension of time to pay one additional plant investment fee for the duplex unit at 242 E. Agate Avenue (account 44086.2). The \$8,500.00 plant investment fee was due December 31, 2015. After discussion Casey Farrell moved to approve Carl Borgstrom's request for an extension of time to pay the \$8,500.00 plant investment fee for the duplex unit at 242 E. Agate Avenue (account 44086.2). The plant investment fee is due no later than June 30, 2016 or until the property sells, whichever occurs first. In addition, 1% per month interest will accrue until the fee is paid in full. The motion was seconded by Kelly Griesch and unanimously approved.

Next, discussion was held regarding the request from Mountain Parks Electric to forfeit 15 of the 25 single-family equivalents (sfe) for their warehouse facility at 425 W. Agate Avenue, leaving a balance of 10 sfe. Tammy Granger explained that the 25 sfe transferred to Mountain Parks Electric when they purchased the old El Monte Hotel property. The forfeiture of 15 sfe would leave 10 sfe, 4.16 of which would be used for the current warehouse facility. Mountain Park Electric included an additional request to have the ability to use extra taps, 5.86 sfe in this instance, for adjoining properties that Mountain Parks Electric might acquire. After considerable discussion the Board is okay with the forfeiture of 15 sfe but is not comfortable with the approving an open-ended request that the unused 5.86 sfe's be allowed to be used at adjoining properties. The matter was tabled until the February 10, 2016 meeting to allow staff to clarify Mountain Park Electric's intent.

Casey Farrell moved to adopt a resolution establishing the Granby Post Office as the official posting place for the 2016 agenda and meeting notices pursuant to the open meetings law. Kelly Griesch seconded and the resolution was unanimously adopted.

The minutes from the regular meeting held on December 9, 2015 were considered. Casey Farrell moved to approve the minutes as presented. The motion was seconded by Kelly Griesch and unanimously approved.

Next, the bills listing and financial reports were reviewed and discussed. Kelly Griesch moved to pay the bills, including Northwest Colorado Council of Governments invoice number 15-208 in the amount of

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\$500.00, and approve the financial reports. Casey Farrell seconded and the motion was unanimously approved.

The delinquent account list was reviewed.

Thom Yoder reviewed the Operations Report and discussed the following matters:

- Thom is working on the following year-end reports:
 - Reg. 85 (nutrient levels) to be submitted to CDPHE.
 - Stormwater (run-off from site) to be submitted to CDPHE.
 - Biosolids to be submitted to CDPHE and EPA.
- Thom is coordinating the headworks' control panel/pump upgrade project. Work is expected to begin at the end of February or beginning of March. The plant is currently running on one influent pump and a backup plan is in place in case of its failure.
- Staff received notice of a frozen service line along Jasper Ct. It is the first frozen line call staff has received this winter. The frost line in Jasper Ct. was 4-5 feet deep.
- Thom is developing this year's training schedule for staff. It consists of attendance at a Colorado Rural Water conference in February, Indigo Water Group training in March and certification school this summer
- Josh Hardy completed his first year of employment. A performance evaluation was conducted and Josh was awarded a \$.50/hour raise effective January 1, 2016. Thom had positive comments about Josh's work ethic, attention to detail and rate of assuming additional duties.
- Enclosed in the packet is a quote from Hach for a new auto-sampler for the headworks. Its purchase was budgeted for 2016 and a second one will be included in the 2017 budget. The Board authorized the purchase.
- As per the letter from the Grand County Sheriff's Office, the gate required by the Animal Shelter Lease Agreement will be installed this spring.

Tammy Granger gave the Administrative report as written.

Casey Farrell moved to adopt the ICMA Retirement Corporation Governmental Money Purchase Plan & Trust Adoption Agreement. The motion was seconded by Kelly Griesch and unanimously approved.

After discussion of the status of non-payment of Granby Ranch Filing 17 facility fees and review of past plat approval and facility fee payment practices in regards to Expansion Lands pursuant to the 2006 Expansion Agreement, the Board authorized the drafting of a letter to the Town of Granby from the Granby Sanitation District Board Chairman discussing the intent of the Agreement facility fee language and requesting consistency with past practices.

Next, Casey Farrell, moved to adopt Resolution No. 2016-01-1 Election Resolution for 2016 Regular District Election. Kelly Griesch seconded and the resolution was unanimously adopted.

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In the Attorney's report, Rod McGowan advised of the following election deadlines:

- Provide notice of election by a one-time publication of a Call for Nominations between January 24, 2016 and February 18, 2016.
- Self-Nomination and Acceptance forms must be filed no later than February 26, 2016.
- Affidavits of Intent to be a Write-In Candidate must be filed no later than February 29, 2016.
- If the only matter before the electors is the election of Directors and if at the end of the day of February 29, 2016 there are no more candidates than offices to be filled, the election can be canceled on March 1, 2016.

Rod noted that due to law changes requiring Director contact information to be included in the Transparency Notice, filings required pursuant to C.R.S. § 32-1-809 should be reviewed for compliance.

There being no further business to come before the Board it was duly moved by Casey Farrell, seconded by Kelly Griesch and unanimously adopted that the meeting stand adjourned at 7:55 p.m.



Casey Farrell, Secretary