

**MINUTES OF ACTION OF
BOARD OF DIRECTORS
GRANBY SANITATION DISTRICT
Acting by and through its Wastewater Activity Enterprise
September 16, 2015**

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, September 16, 2015, at 7:00 p.m. by Acting Chairman, Kelly Griesch. Present were Board members Kelly Griesch, Casey Farrell and Nancy Stuart. The Board voted to excuse the absence of Wayne Kerber and Debry Brynoff. Also in attendance were District Administrator, Tammy Granger; Operations Superintendent, Thom Yoder and Margie Schade.

Margie Schade, customer account number 34300.1, appeared to discuss with the Board the delinquency of her account. She stated that she felt she could pay \$500.00 after October 1, 2015. Discussion was held regarding the current balance and the amount of each quarter's billing. Mrs. Schade explained to the Board the current financial and health related hardships that her family is facing. Tammy Granger provided her a copy of the August 25, 2015 certified letter sent to the Schades regarding a hearing scheduled for the October 14, 2015 board meeting to discuss certification of delinquent sewer service fees to the Grand County Treasurer. The Board asked her to attend the October 14, 2015 meeting to present a payment plan for their consideration. Mrs. Schade left the meeting at this time.

The minutes from the regular meeting held on August 12, 2015 were considered. Casey Farrell moved to approve the minutes as presented. The motion was seconded by Nancy Stuart and unanimously approved.

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

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

- Thom explained that there were some effluent limit variations from normal effluent r levels as a result of some manipulations made to treatment plant operations to examine how different solids levels would influence effluent limits. The plant is running well and all effluent parameter levels are well within permit levels.

Discussion was held regarding the Public Works Construction Contract presented for the shop floor concrete floor capital project to be performed by DeLong, Inc. Casey Farrell moved to approve the Public Works Construction Contract between Granby Sanitation District and DeLong, Inc. in the amount of \$15,800.00 and to authorize the appropriate officers to execute said contract. The motion was seconded by Nancy Stuart and unanimously approved.

Discussion was then held regarding Power to the People's Estimate # 2555 in the amount of \$12,240.00 for the installation of two 3-phase power extensions. Casey Farrell moved to approve

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and accept Power to the People's Estimate # 2555 conditioned upon the execution of a corresponding Public Works Construction Contract. The motion was seconded by Nancy Stuart and unanimously approved.

Next, discussion was held regarding the headworks electrical capital project. As design plans developed, the project changed in scope in regards to the location of the control panel and switching the three existing influent pumps from 208 to 480 power. Due to the control panel needing to be constructed and programmed by Browns Hill Engineering for compatibility with the District's SCADA system, the control panel will be purchased outright by Granby Sanitation District and removed from Power to the People's estimate. Timing of the various elements of this project will be crucial. At this point 2015 capital expenditures for this project will consist of design engineering and reworking two of three influent pumps from 208 to 480 power. The 2016 capital budget will include purchase of the new control panel from Browns Hill Engineering, electrical work by Power to the People and the reworking of the third influent pump to switch it from 208 to 480 power.

Thom advised the Board that the East Grand Middle School 8th grade wastewater treatment plant tours will be held on September 24, 2015.

The delinquent account list was reviewed and discussed. Casey Farrell moved to authorize staff to proceed with disconnection proceedings on Account 18650.2 (J. Smith). The motion was seconded by Nancy Stuart and unanimously approved.

Tammy Granger gave the Administrative report as written.

The Board directed Tammy to post twelve month's worth of minutes on the District's website. The Board also directed Tammy to execute the Colorado Statewide Internet Portal Authority's Letter of Acceptance authorizing launch of the Granby Sanitation District website on or after August 25, 2015. The Board also authorized Tammy Granger to proceed with a service request for the establishment of a Payport account to provide customers the option of paying their sewer service fees by credit/debit card and electronic check.

After discussion, Casey Farrell moved to approve the renewal of the District's dental policy with Companion Life. The motion was seconded by Nancy Stuart and unanimously approved.

Nancy Stuart moved to approve the Maintenance Agreement Contract with Peak Performance Imaging Solutions, Casey Farrell seconded and the motion was unanimously approved.

Attorney, Rod McGowan, was absent due to a conflict in scheduling. Tammy Granger advised the Board that Paragraph 9. of the Lease Agreement between Granby Sanitation District and Grand County regarding the animal shelter, should be amended to remove the necessity of locking the gate at the entrance to the facilities at County Road 57 and require the installation of a gate at the southwest corner of the animal shelter building. The matter was tabled until the

October 14, 2015 meeting.

There being no further business to come before the Board it was duly moved by Casey Farrell, seconded by Nancy Stuart and unanimously adopted that the meeting stand adjourned at 8:10 p.m.



Casey Farrell, Secretary