

**MINUTES OF ACTION OF
BOARD OF DIRECTORS
GRANBY SANITATION DISTRICT
Acting by and through its Wastewater Activity Enterprise
October 14, 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, October 14, 2015, at 7:04 p.m. by Chairman, Wayne Kerber. Present were Board members Wayne Kerber, Debra Brynoff, Kelly Griesch, Casey Farrell and Nancy Stuart. Also in attendance were District Administrator, Tammy Granger; Operations Superintendent, Thom Yoder; the District's attorney, Rod McGowan, Town of Granby Town Manager, Wally Baird and Margie Schade.

Wally Baird advised the Board that the Town Mayor and a Town Trustee would like to meet with a couple of the District's Directors to discuss issues regarding Kremmling Memorial Hospital and the dissolution of the Granby/SilverCreek Water and Wastewater Authority. The Board requested that staff attend as well. Wally indicated that he would provide Tammy Granger with some possible dates for a meeting.

Wally updated the Board on the Moraine Park water and DeBerard Draw sewer main projects. Wally voiced his appreciation of Granby Sanitation District staff for their rapid response to sewer service lines being damaged during excavation and their assistance in repairing damages. The Board commended Wally for getting reliable water service to Moraine Park residents. The DeBerard Draw sewer main installation is expected to be completed this year with clean-up to be finished in 2016. To date, construction has passed inspection. Wally left the meeting at this time.

Margie Schade, customer account number 34300.1, appeared to discuss with the Board the delinquency of her account. She proposed monthly payments of \$500.00 to bring the account up to date. The Board accepted Mrs. Schade's payment plan and vacated proceedings to certify delinquent amounts to the Grand County Treasurer, withdrawing Resolution 2015-10-2, and stayed future collection and disconnection proceedings provided that the agreed upon installments are made and current charges are paid. Margie left the meeting at this time.

The minutes from the regular meeting held on September 16, 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. Kelly Griesch 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:

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- Cleaning and inspection of the collection system has been completed for 2015.
- The East Grand Middle School 8th grade tours went well.
- Power to the People Electric has signed the Public Works Construction Contract for Estimate 2555, to upgrade and add power outlets in the composting facilities. The Board President executed the Contract as approved last month and authorized work to proceed upon the District's receipt of the appropriate Certificate of Insurance.

Tammy Granger gave the Administrative report as written. Nancy Stuart moved to authorize Tammy Granger to execute the SIPA Colorado Payport Agreement. The motion was seconded by Casey Farrell and unanimously approved.

Budget Officer, Tammy Granger then presented the proposed budget for fiscal year 2016. Line item revenues and expenditures were discussed. During discussion of 2015 estimated expenditures the Board authorized Thom Yoder to purchase an autoclave for approximately \$5,000.00 and proceed with compost storage dirt work to be performed by ATH Specialties & Sales, Inc. Casey Farrell moved to approve a Public Works Construction Contract with ATH Specialties & Sales, Inc. in the amount of \$4,000.00 for dirt work on the west side of the treatment plant facility to increase compost storage and clean up the stormwater collection pond and to authorize the appropriate officers to execute the Contract. Work can commence upon receipt of the appropriate Certificates of Insurance. The motion was seconded by Kelly Griesch and unanimously approved.

Thom Yoder advised the Board that during collection system cleaning and inspection deterioration of the sewer main between manholes C-12 and C-13 was discovered. Thom recommends replacement of this section of main along with replacement or repair of manholes C-12 and C-13. After considerable discussion, Casey Farrell moved to authorize Thom to proceed with contracting for emergency sewer main and manhole repair for the sections of C-12 through C-13 in 2015, expenditure not to exceed \$45,000. Kelly Griesch seconded and the motion was unanimously approved. Thom was also directed to contact the Town of Granby to identify if this section of Jasper Court is included in their paving plans for 2016. Tammy Granger was directed to revise the budget to include these repairs in the 2015 estimated expenditures and add the associated street repair in 2016's budget.

Next, the delinquency report was reviewed. Nancy Stuart moved to open the public hearing for consideration of certifying delinquent sewer fees to the Grand County Treasurer. The motion as seconded by Casey Farrell and unanimously approved. It was noted that there were no account holders in attendance at the meeting. Nancy Stuart moved to adopt Resolution 2015-10-1 certifying \$458.88 on account 29355.3-Guerrieri to the Grand County Treasurer for collection with property taxes in 2016. Kelly Griesch seconded and Resolution 2015-10-1 was unanimously adopted. Casey Farrell moved to close the public hearing. The motion was seconded by Kelly Griesch and unanimously approved.

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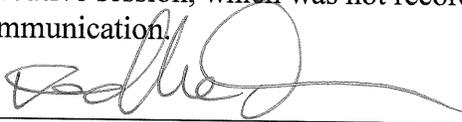
Attorney, Rod McGowan, presented a revised Lease Agreement between Granby Sanitation District and Grand County regarding the animal shelter. Casey Farrell moved to approve the Lease Agreement and authorize the appropriate officers to execute said Agreement. Kelly Griesch seconded the motion and it was unanimously approved. Rod will forward the Lease Agreement to Grand County for their consideration.

Nancy Stuart moved to enter an executive session for the purpose of considering personnel matters pursuant to C.R.S. § 24-6-402(4)(f), including discussion of staff performance evaluations and salaries, and for the purpose of receiving legal advice on specific legal questions, pursuant to C.R.S. § 24-6-402(4)(b), concerning such matters and to include the District's attorney, Rod McGowan and Operations Superintendent, Thom Yoder. Casey Farrell seconded and the motion was unanimously approved. Rod McGowan noted that Thom Yoder had received notice of the executive session and did not request an open meeting.

Nancy Stuart moved to exit the executive session. Casey Farrell seconded and the motion was unanimously approved.

Attorney's Opinion Required by C.R.S. 24-6-402(2)(d.5)(II)(B).

As the attorney representing the Granby Sanitation District, I am of the opinion that the entire executive session, which was not recorded, constituted a privileged attorney-client communication.



Rod McGowan, Attorney for District

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Nancy Stuart moved to exit the executive session. Kelly Griesch seconded and the motion was unanimously approved.

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Rod McGowan, Attorney for District

After discussion, Casey Farrell moved to amend the District's Wage Survey/Scale Administrator range as \$26.65 – 37.00/hour. The motion was seconded by Kelly Griesch and unanimously approved.

Casey Farrell moved, effective November 1, 2015 to award the Operations Superintendent a 3% merit raise, to \$35.16 per hour, and increase vacation accrual to 160 hours/year, effective November 1, 2015. Nancy Stuart seconded and the motion was unanimously approved.

Kelly Griesch moved, effective November 1, 2015, to award the District Administrator a 10% merit raise, to \$34.17 per hour, effective November 1, 2015. Nancy Stuart seconded and the motion was unanimously approved.

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 9:30 p.m.



Casey Farrell, Secretary