

**MINUTES OF ACTION OF
BOARD OF DIRECTORS
GRANBY SANITATION DISTRICT
Acting by and through its Wastewater Activity Enterprise
December 9, 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, December 9, 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 and the District's attorney, Rod McGowan.

Casey Farrell moved to open the budget hearing. Nancy Stuart seconded and the motion was unanimously approved. Board Chairman Wayne Kerber opened the budget hearing. It was noted that the Notice of Budget was published in accordance with the Colorado Revised Statutes and that no written comments had been received and no member of the public was in attendance. The proposed budget had also been posted on the District's website. Following discussion Casey Farrell moved to:

1. Adopt the Resolution to Adopt Budget, said motion which was seconded by Debra Brynoff;
2. Adopt the Resolution to Appropriate Sums of Money, said motion which was seconded by Debra Brynoff; and
3. Adopt the Resolution to Set Mill Levies at zero, said motion which was seconded by Debra Brynoff; and

All three Resolutions for the adoption of the Granby Sanitation District budget for 2016 were unanimously approved and adopted. Casey Farrell moved to close the budget hearing. The motion was seconded by Debra Brynoff and unanimously approved. The budget hearing was closed.

The minutes from the regular meeting held on November 11, 2015 were considered. Kelly Griesch 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. Debra Brynoff moved to pay the bills, including Power to the People Electric invoice number 2555 in the amount of \$12,240.00 and approve the financial reports. Nancy Stuart seconded and the motion was unanimously approved.

The delinquent account list was reviewed and discussed. Staff advised that door hangers were placed on December 7, 2015 with disconnection to take place on December 15, 2015. Staff was authorized to proceed with collection and disconnection proceedings.

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

- The plant is running well.
- Staff is getting the plant ready for winter and are updating and improving collection system maintenance records as well as recording 2015 maintenance efforts.

December 9, 2015

-During collection system inspection some atypical collection system installations were discovered that may need addressed in the future.

-Utility locates were performed for the installation of a gate by the Grand County Sheriff's Office as required by the Lease Agreement for the Grand County Animal Shelter. Thom recommends delaying the gate installation until spring to obtain an optimal outcome. The Board concurs and directed Thom to obtain written confirmation agreeing to the delay from the Sheriff's Office.

Tammy Granger gave the Administrative report as written. Renewal quotes for the District's life insurance coverage with United HealthCare and health insurance with Rocky Mountain Health Plans were discussed. The premiums with United HealthCare will remain the same for 2106 and the premiums for Rocky Mountain Health Plans will, uncharacteristically, decrease. The Board approved renewing both policies.

Tammy presented an Audit Engagement Letter from Wagner Barnes & Griggs, PC for conducting the District's audit for the year ending December 31, 2015. Debra Brynoff moved to accept the Audit Engagement Letter from Wagner Barnes & Griggs PC and to authorize the appropriate officer to execute said letter. The motion was seconded by Casey Farrell and unanimously approved.

Next, Nancy Stuart, moved to adopt a Resolution Appointing a Designated Election Official and Authorizing Designated Election Office to Cancel Election, appointing Tammy K. Granger as the Designated Election Office for the special district election to be held on May 3, 2016. Kelly Griesch seconded and the resolution was unanimously adopted.

Tammy also advised the Board that Mountain Parks Electric may submit a request to forfeit unused sfe and Carl Borgstrom may submit a request for an extension of time to pay the plant investment fee for his duplex.

In the Attorney's report, Rod McGowan advised a fully executed copy of the Lease Agreement for the animal shelter has been returned.

Rod advised that the Granby/SilverCreek Water & Wastewater Authority dissolution has been approved by the District Court. General discussion regarding the 2004 and 2006 Town of Granby Agreements and the SilverCreek Water and Sanitation District Agreement was held.

Rod advised that the special district election will be held on May 3, 2016. Self-Nomination and Acceptance forms are due by February 26, 2016 and Write-In Candidate Affidavits are due by February 29, 2016. An election resolution will need to be adopted in January.

The District's transparency notice and contact information filings are due January 15, 2016. Tammy Granger advised that the transparency notice was filed November 24, 2015. Rod advised that the transparency notice filing fulfills a portion of the contact information requirements.

December 9, 2015

Rod advised that the IGA list filing is no longer necessary unless specifically requested by the Division of Local Governments and updated boundary map filings are due by January 1, 2016.

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