

**MINUTES OF ACTION
OF THE
BOARD OF DIRECTORS
GRANBY SANITATION DISTRICT
Acting by and through its Wastewater Activity Enterprise
October 11, 2023**

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 11, 2023, at 7:00 p.m. by President Debra Brynoff. Present were Board members Debra Brynoff, Casey Farrell, Kelly Griesch and Chuck Crossan. The absence of Charles Fox was excused by the Board. Also in attendance were District Administrator Tammy Granger; District Operations Superintendent Hopper Becker; and the District's attorney Katie Randall. Mike Trbovich of Miller & Associates appeared by telephone for the update on the solids handling project.

Mike Trbovich appeared by telephone to provide the following update on the solids handling project. Mike advised that all grading, paving and concrete work has been completed. The electricians encountered a set-back when preparing to connect electrical power to the solids handling facility. Upon opening the electrical cabinet, it was discovered that there was not sufficient space for the MDC to power the solids handling building as the SPD (surge protector) had been installed in that space in 2007. It is anticipated that a new SPD of similar quality will be installed, upon being sourced, in a separate cabinet to create space for the MDC in the original cabinet. One existing level sensor in the headworks did not come back online after the shutdown. It will need to be replaced and will be an expense outside the scope of the project contract. The new natural gas service is expected to be installed in November. Once heat and electric are supplied to the new solids handling facility, start-up can occur and operation can commence. Hopper has requested operation by Thanksgiving.

Tammy Granger presented the documents required by Xcel Energy consisting of a Commercial Service Lateral Agreement, Frost Agreement, Contingency List and PCS Pressure Release Form for the new natural gas service. She explained that before Xcel could schedule installation of the new line these documents needed to be executed and payment of the District's cost in the amount of \$3,481.81 be made. Consequently, Tammy signed the documents and made payment by credit card to expedite the installation. Kelly Griesch moved to ratify execution of the Xcel Energy documents and payment of the \$3,481.81 plus credit card surcharges. The motion was seconded by Casey Farrell and unanimously approved.

The minutes from the regular meeting held on September 13, 2023 were considered. Casey Farrell moved to approve the minutes as presented. The motion was seconded by Kelly Griesch and unanimously approved.

Next, the bills and financial reports were reviewed. Casey Farrell moved to pay the bills, including Hensel Phelps Pay Application No. 18, and approve the financial reports. Kelly Griesch seconded and the motion was unanimously approved.

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The delinquency report was reviewed. No action was necessary at this meeting.

Hopper Becker presented the Operations report and discussed the following topics:

- An operator trainee has been hired and will start working on October 16, 2023.
- Hopper added that the shutdown to provide power the solids handling facility took place during the lowest flows occurring at 2:00 a.m. When power was restored, there were some non-functioning PLCs in the headworks but the team was able to get the plant powered and running.
- The metals removal pilot was started and there was a chemical dosing issue due to a pump malfunction. The supplier will get the pumps adjusted and repaired and the pilot will resume in the next week or so.
- The new Granby Elementary school was connected to the District's main prior to authorization. Authorization was pending single-family equivalent (SFE)/plant investment fee determination in regards to old and new elementary school opening, student enrollment figures and transfer of unused SFE from the old middle school and charter school. After discussion it was acknowledged that the school district currently pays for 15 unused single-family equivalents (11 for the old middle school and 4 for the old charter school). Assessment of additional SFE will be delayed until the new school is put into use in the fall of 2024 and student count is obtained for the 2024-25 school year.

In the Administrator's report, Tammy Granger presented the proposed budget for the 2024 fiscal year. The Public Notice-Notice of Budget will be published in the Middle Park Times on October 12, 2023. The budget hearing is scheduled for November 8, 2023.

In order for the District's Personnel Rules to be compliant with SB 23-017 Resolution 2023-11-01 was presented to expand the use of sick leave. Casey Farrell moved to adopt Resolution 2023-11-01. The motion was seconded by Kelly Griesch and the resolution was unanimously adopted.

Tammy advised that she is in the process of submitting renewal to CSD Pool for the District's property and liability insurance. In the past the District had executed their Sanitation Maintenance Warranty Deductible Endorsement. Casey Farrell moved to adopt the CSD Pool Sanitation Maintenance Warranty Deductible Endorsement. Kelly Griesch seconded and the motion was unanimously approved.

A bid from Sasquatch Alarms and Communications for installing new CAT6 wires and installing security cameras was presented to the Board. Casey Farrell moved to accept the bid for the new CAT6 wires (\$7,350.00) and security cameras (\$1,800.00), Chuck Crossan seconded and the motion was unanimously approved.

In the Attorney's report Katie Randall stated she had nothing to report.

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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 8:10 p.m.

approved

Casey Farrell, Secretary