

**MINUTES OF ACTION
OF THE
BOARD OF DIRECTORS
GRANBY SANITATION DISTRICT
Acting by and through its Wastewater Activity Enterprise
December 11th, 2024**

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 11th, 2024, at 7:03 p.m. by President Debra Brynoff. Present in person were Board members Casey Farrell and Kelly Greisch; Board members Debra Brynoff, Chuck Crossan & Chaz fox were present via Zoom. Also in attendance were District Operations Superintendent Hopper Becker, District Administrator Tom Swift, District Legal counsel Katie Randall of Whitmer Law Firm, and Principal Engineer Lauren Benton from Miller & Associates.

Lauren Benton reviewed recent activity on the metals removal compliance work. She noted that the District and Miller & Associates are working with CoMag & BluePro systems on finalizing quotes for bench scale testing. The results of the tests will help guide the District toward to what process should be further investigated with a Pilot study. District staff and Lauren met with CoMag system engineers on site today to review plans for a possible pilot study and the feasibility retrofitting existing infrastructure with use of the CoMag system. The Board will receive a further update once the bench scale testing is completed on both systems.

The minutes from the regular meeting held on November 13, 2024 were considered. Casey Farrell moved to approve the minutes as presented. The motion was seconded by Kelly Greisch and unanimously approved.

Next, the November 2024 bills listing and financial reports were reviewed. Kelly Greisch moved to pay the bills and approve the financial reports. The motion was seconded by Casey Farrell and unanimously approved.

The delinquency report was reviewed. Casey Farell moved to authorize staff to proceed with collection and disconnection proceedings on accounts 11910.4, 20010.3, 20800.1, 31100.1, 40500.4 47000.5, and 50267.4. The motion was seconded by Kelly Greisch and unanimously approved.

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

- Operations are running smoothly; flows are still low and the process remained running on one treatment train through the Thanksgiving holidays. It is expected that an additional treatment train will be activated prior to the Christmas holidays.
- The District's discharge permit is up for renewal and District Staff along with Miller & Associates engineers are working on completing the necessary actions for the renewal process.

- Due to a lack of response from the CDPHE in request to set a pre-submittal meeting, and quickly approaching deadlines by Northern Water, the discussions between Northern Water & Granby Sanitation District to relocate the District’s outfall pipe location have concluded.
- District staff and engineers received noticed that CDPHE’s implementation of Arsenic limits has been postponed until 2029.

In the Administrators report, Tom Swift updated the Board regarding an unauthorized SFE that has been discovered at 843 Saddle Ridge Circle. It was noted that Whitmer Law Firm is still reviewing potential actions for this unit and how to address issues moving forward with unauthorized construction which increase SFE counts.

Tom Swift presented an Audit Engagement Letter from Fiscal Focus Partners, LLC for conducting the District’s audit for the fiscal year ending December 31, 2024. Casey Farrell moved to approve the letter and engage Fiscal Focus Partners, LLC to conduct the District’s 2024 audit. The motion was seconded by Chuck Crossan and unanimously approved.

Next, The Board reviewed the renewal packages from United Healthcare for health insurance and Colorado Special Districts Pool for property, liability and worker’s compensation coverage. Tom Swift requested that the Board approved the addition of vision insurance to the District’s health coverage. Casey Farrell moved to renew health insurance with United Healthcare, plan DGHJ K16S and add vision insurance plan S1006, and renew property, liability and worker’s compensation coverage with Colorado Special Districts Pool. The motion was seconded by Kelly Greisch and unanimously approved.

Next, Tom Swift presented the Board with Resolution 2024-12-01 - a resolution updating the District’s Personnel Rules. A summary of the proposed updates was presented to the Board and included updates to sections: 2.4 - Training Time, 2.10 - Pay Policies & Procedures, 3.3 - Insurance Benefits, 4.2 -Holidays, 4.3 - Leave Time, 5.6 - Employee Appraisals, 6.6 - Use of District Vehicles and Exhibit B – Wage Scale. Discussion occurred regarding operational coverage with the addition of the proposed holidays. It was moved by Casey Farrell to approve Resolution 2024-12-01 as presented. The motion was seconded by Chaz Fox. The motion passed with 4 votes in favor and 1 abstention.

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

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

APPROVED

Casey Farrell, Secretary