

**MINUTES OF ACTION
OF THE
BOARD OF DIRECTORS
GRANBY SANITATION DISTRICT
Acting by and through its Wastewater Activity Enterprise
August 14th, 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, August 14th, 2024, at 7:01 p.m. by President Debra Brynoff. Present in person were Board members Debra Brynoff, Casey Farrell, Kelly Griesch and Chaz Fox; also in attendance were District Administrator Tom Swift and District legal counsel Katie Randall of Whitmer Law Firm. Present Via Zoom were District Operations Superintendent Hopper Becker, and Lauren Benton and Mike Trbovich from Miller & Associates. Board Member Chuck Crossan's absence was excused by the Board.

Hopper Becker & Mike Trbovich updated the Board on the status of the solids handling facility project. Hensel Phelps has been notified of three outstanding punch list items, including removing landscaping waddles, a damaged electrical panel, & presenting as-built drawings for the construction project. Hopper & Mike reviewed some concerns with the quality and durability of the asphalt that was laid around the solids handling building & noted that a warranty claim has been filed for the faulty asphalt work. Mike reviewed the asphalt compaction reports with the Board and noted the compaction reports did not reach the industry standard compaction rate of 92%. Miller & Associates will work with Hensel Phelps and Granby Sanitation District to resolve the asphalt warranty issue, which must be resolved per contract by February 2025. Hensel Phelps has been requested to provide a corrective plan of action for the asphalt warranty claim, however as of this meeting, no plan has been received.

Tom Swift presented an application for payment by Hensel Phelps for the remaining balance of the solids handling project of \$244,621.45. Mike Trbovich recommended that the Board proceed with the final payment, withholding \$40,000 for the outstanding punch list items. Discussion occurred regarding costs of completing the punch list items independently and Mike Trbovich felt comfortable that \$40,000 would cover any outstanding punch list work. It was noted that per legal advice, a legal notice posting for final payment will need to be completed prior to final payment being issued.

Casey Farrell moved to approve the final payment to Hensel Phelps with \$40,000 withheld for outstanding punch list items, final payment amount will total \$204,621.45. The motion was seconded by Chaz Fox and unanimously approved.

Lauren Benton, of Miller & Associates, presented an engineering agreement for Pre-Design Services for the metals removal project. It was noted that the facilities evaluation plan has been completed and the next step will be the pre-design phase of the project. This pre-design phase will include design evaluations of applicable metals removal technologies and their applicability to the District's effluent. The pre-design process will include some or all of the following: treatment plant visits and

inspections, pilot studies, bench testing, updating the technical memorandum with the most applicable metals removal methods, updating cost estimates based on most applicable technology. Lauren noted that the two most likely technologies that will be investigated during the pre-design phase include filtration and chemical addition. The pre-design agreement is a time and materials contract, not to exceed \$48,000. Additional process such as the facility design, bidding and construction review will be additional agreements. The pre-design agreement with Miller & Associates was reviewed by the Board & discussion occurred.

Casey Farrell moved to approve the Engineering Agreement for Pre-Design Services with Miller & Associates, not to exceed \$48,000. The motion was seconded by Kelly Greisch and unanimously approved.

The minutes from the regular meeting held on July 10, 2024 were considered. Casey Farrell moved to approve the minutes as presented. The motion was seconded by Kelly Greisch and unanimously approved.

Next, the July 2024 bills listing and financial reports were reviewed. Chaz Fox 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. There were no account holders in attendance. Casey Farrell moved to authorize staff to proceed with collection and disconnection proceedings on accounts 29367.2, 13050.2, 3400.4, 32993.2, 4910.4, 32900.6, 23800.2, 23900.2, 46225.6, 40100.2, 40110.2, 3700.2, 31100.1, 32100.4, 32995.2 & 15245.5. The motion was seconded by Chaz Fox and unanimously approved

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

- Hopper is working on finalizing some operational tasks that were budgeted for 2024 including replacing the PLC, completing jetting of the District sewer lines and repairing some backup electrical breakers.
- Hopper reviewed some concerns that the district plant has 4 process blowers, (2) 60HP & (2) 100HP blowers, however, currently only two of the blowers are operational. Hopper presented bids from LoneStar Blowers and Pipestone equipment to refurbish one of the non-functional blowers and replace one of the existing AUMA actuators. The Board noted that since these blowers being an integral part of the operations of the plant, and are needed for redundancy, immediate action is necessary. The second blower refurbishment and actuator replacement should be budgeted for 2025.

Casey Farrell moved to approve the bid from LoneStar Blowers to refurbish one blower motor and approve the bid from Pipestone Equipment to replace the AUMA actuator for a total of \$33,822. The motion was seconded by Kelly Greisch and unanimously approved.

- ESCO and Atwell construction are starting work on finishing out Phase 3 of Smith Creek Crossing. It was noted that once the Phase 3 work is complete, the District will complete a full system inspection of the sewer infrastructure, before accepting it as complete. An additional entrance to Smith Creek Crossing, from Highway 40, is still necessary before additional SFE are issued for Smith Creek Crossing.
- Hopper gave updates operational items such as: field work on service lines, plant issues caused by power outages, DMR-Q/A testing & noted that there were no violation letters received in the Month of July.

Tom Swift presented the Administration report and discussed the following topics:

- Tom Swift presented a dental insurance renewal quote from Companie Life Insurance to the Board, there were no increases in coverage rates with the renewal.

Casey Farrell moved to renew the dental insurance with Companion Life Insurance for the coverage period of October 1, 2024 – September 30, 2025. The motion was seconded Kelly Greisch and unanimously approved.

- The school year SFE evaluation will be occurring on October 1, 2024 and the new elementary school will be opening shortly. Tom reviewed the current school SFE/PIF count and reviewed SFE/PIF costs for the addition of the new school. Unless the EGSD Board of Directors designates the old elementary school for an alternative use and requests an SFE re-evaluation, it will continue to be assessed the 22.6 SFE as it was in the 2023-2024 school year. The Board directed Tom Swift to coordinate a meeting with the EGSD Superintendent Brad Ray, to discuss the options for the school district.
- A collaboration of GC water users had a meeting in August to review the distribution of the CRCA funds of \$2 Million. It was noted that 4 out of the 7 water users preferred to split the money equally. Administration will continue to work with Grand County to ensure these funds are distributed appropriately.
- Tom gave additional administration updates that included items such as: facility fees for Granby Ranch Filing 5B, review of account transfers from Tammy to Tom's names, update on US Bank Single Point access work & check signer work, development update 19 PIF have been sold in July for development in Granby Ranch.

In the Attorney's report Katie Randall stated that there was no legal business to discuss.

The Board reviewed the final draft of the Pre-Inclusion Agreement for the West Granby Minor Subdivision with Terra Firma. It was noted that all language in the draft has been reviewed and agreed upon by District legal counsel and staff and along with the developer's legal counsel. Upon approval by the Board, a public inclusion hearing will be scheduled for the next Board meeting & legal notice of such hearing will be posted in the Sky Hi News.

It was moved by Kelly Greisch to approve the final draft of the Pre – Inclusion Agreement for the West Granby Minor Subdivision. The motion was seconded by Casey Farrell and unanimously approved.

There being no further business to come before the Board it was duly moved by Casey Farrell, seconded by Kelly Greisch and unanimously adopted that the meeting stand adjourned at 8:22p.m.

APPROVED

Casey Farrell, Secretary