

**MINUTES OF ACTION
OF THE
BOARD OF DIRECTORS
GRANBY SANITATION DISTRICT
Acting by and through its Wastewater Activity Enterprise
November 13th, 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, November 13th, 2024, at 7:03 p.m. by President Debra Brynoff. Present in person were Board members Debra Brynoff, Chuck Crossan, Casey Farrell, Chaz Fox, and Kelly Greisch; also in attendance were District Operations Superintendent Hopper Becker, District Administrator Tom Swift, and District Legal counsel Kent Whitmer of Whitmer Law Firm. Present via Zoom was Principal Engineer Lauren Benton from Miller & Associates.

The Board held a public budget hearing for consideration and possible adoption of the budget for the year beginning January 1, 2025 and ending December 31, 2025. Casey Farrell moved to open the budget hearing. The motion was seconded by Kelly Greisch and unanimously approved. Debra Brynoff opened the budget hearing. It was noted that no members of the public were in attendance and no comments had been received. The Public Notice – Notice of Budget was published in the Middle Park Times and the Sky Hi News on October 16, 2024. Casey Farrell moved to close the public hearing. The motion was seconded by Kelly Greisch and unanimously approved.

Casey Farrell moved to adopt:

Resolution No. 2024-11-01 Resolution to Set Mill Levies (0.00 Mills)

Resolution No. 2024-11-02 Resolution to Adopt Budget

Resolution No. 2024-11-03 Resolution to Appropriate Sums of Money

The motion was seconded by Kelly Greisch and the resolutions were unanimously adopted. Tom Swift noted that if the assessed valuation for taxable year 2024 are amended by the Grand County Assessor an Amended Resolution to Set Mill Levies to reflect the new assessed valuation will need to be adopted in December.

Lauren Benton reviewed two recent site visits to New Hampshire and Massachusetts, which were taken by Hopper Becker and Lauren Benton in October. The intent of these visits was to view an operational facility and a pilot study utilizing the CoMag System for metals removal. Lauren reviewed potential benefits and drawbacks of the CoMag system, including a review of potential operational costs for the system. It was noted that both the Blue Pro System (Up-Flow Sand Filters) and the CoMag System (Flocculant Chemical Addition) could potentially work for the District's metals removal needs. Bench scale testing of both products is necessary to determine the most applicable technology to the District's metals removal limits. Lauren the potential costs of bench scale testing for these technologies.

Casey Farrell moved to approve that Granby Sanitation District proceed with bench scale testing for both the Blue Pro System and the CoMag System, with costs of both not to exceed \$40,000. The motion was seconded by Kelly Greisch and unanimously approved.

Tom Swift updated the Board on the final completion of the solids handling project with Hensel Phelps. He noted that Hensel Phelps completed both the asphalt to concrete conversion at the solids handling bay door and completed all outstanding punch list items. Tom presented Hensel Phelps Pay Application No 25 requesting payment of the final \$40,000 in withholdings. Lauren Benton noted that the concrete was placed to all engineering specifications and Miller & Associates recommends final payment.

Chuck Crossan moved to approve payment of Hensel Phelps Pay Application No. 25 in the amount of \$40,000 for the solids handling project. The motion was seconded by Casey Farrell and unanimously approved.

The minutes from the regular meeting held on October 9, 2024 were considered. Casey Farrell moved to approve the minutes as presented. The motion was seconded by Kelly Greisch and unanimously approved.

Next, the October 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 Chuck Crossan and unanimously approved.

The delinquency report was reviewed. Casey Farrell moved to authorize staff to proceed with collection and disconnection proceedings on accounts 20010.3, 2400.3, 47000.5, 11910.4, 20800.1, 45750.2, 40500.4, 50267.4, and 31100.1. The motion was seconded by Chuck Crossan 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 is still currently running on one treatment train.
- District operations staff have been working on a redesign of the Granby Sanitation District logo to put on hats & employee uniforms. Feedback was sought for the preliminary logo presented.
- The plant heat boiler is not currently functioning properly. An electrician will be need for repairs.
- It has been noticed that River Run has unauthorized connections on their property. A few tiny homes have been moved onto RV lots and permanently connected to the sewer infrastructure. District staff are working with the Town of Granby regarding these unauthorized connections. In addition, multiple RV's on sites on the North of the property have been skirted for full time winter occupancy, including large scale propane tanks. This full time occupancy will change the

SFE assessment for these sites. District staff will contact Sun Communities regarding these concerns.

In the Administrators report, Tom Swift discussed the following topics:

- Grand County Water Information network has sent a request for contribution for the Stream Quality Monitoring Program in the amount of \$880. The Granby Sanitation District has contributed to this program in the past. It was moved by Casey Farrell to contribute \$880 to the Stream Quality Monitoring Program. The motion was seconded by Kelly Greisch and unanimously approved.
- The Board reviewed an email from the Grand County Treasurer regarding their concerns with a move to a 12-month Property Tax Payment option.
- Tom presented the CSD Pool Maintenance Warranty Deductible Endorsement to the Board that was executed with the CSD Pool insurance renewal paperwork.
- It has been brought to the attention of District staff that a home in the Granby exclusion agreement lands has an unauthorized kitchen in the downstairs area. When this home was originally built in 2020-2021 there were discrepancies between the District approved plans and what was built, Real Estate listing photos show that an additional kitchen had been added. To the best knowledge of District staff, this additional kitchen was required to be removed & plumbing pipes were decommissioned prior to a Certificate of Occupancy being issued. Due to limited cooperation from the Winter Park Building Department, District staff will work with the Town of Granby staff and District Legal counsel on a resolution to this concern.
- The Board held a discussion regarding awarding holiday bonuses to District Staff. Casey Farrell moved to approve pre-tax bonuses of \$5,000 to the District Superintendent, \$3,000 to the District Administrator & most tenured operator, and \$2,000 to the remaining operators to be paid on the November 30, 2024 paycheck. The motion was seconded by Chaz Fox and unanimously approved.

In the Attorney's report Kent Whitmer stated he had nothing to report.

In other business, Chuck Crossan highlighted that Grand Fire Protection District No.1 Board Member Michael Brooks was recently recognized by the Special District Association of Colorado with the Board Member of the Year Award.

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 9:06 p.m.

APPROVED

Casey Farrell, Secretary