

**MINUTES OF ACTION
OF THE
BOARD OF DIRECTORS
GRANBY SANITATION DISTRICT
Acting by and through its Wastewater Activity Enterprise
May 8, 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, May 8, 2024, at 7:00 p.m. by President Debra Brynoff. Present were Board members Debra Brynoff, Casey Farrell, Kelly Griesch, Chuck Crossan and Chaz Fox. Also in attendance were District Administrator Tammy Granger; District Operations Superintendent Hopper Becker; and the District's attorney Kent Whitmer. Mike Trbovich of Miller & Associates appeared by Zoom for the update on the solids handling project and Hilary Graham appeared by Zoom for the executive session pursuant to C.R.S §24-6-402(4)(b).

Casey Farrell moved to retain the current officers of the Board, Debra Brynoff, President; Chuck Crossan, Vice President and Casey Farrell, Secretary/Treasurer. The motion was seconded by Kelly Griesch and unanimously approved.

Mike Trbovich explained that the solids handling facility has been in operation and the goal is to achieve steady operation of all aspects of solids treatment. Adjustments in facility operations continue to be made to address some dissolved oxygen/air disbursement issues and work out bugs as encountered. There are some equipment and SCADA programming matters, such as improved communication and trending capabilities, being attended to. Hensel Phelps is on site to work on some minor repairs. The deck coating, asphalt and final grading are weather dependent. Miller & Associates is excited to get the facility fully operational.

Hopper stated that the staff is learning how to operate digesters rather than solids holding tanks. He is satisfied with the response of the team in getting outstanding issues resolved.

The minutes from the regular meeting held on April 10, 2024 and the special meeting held on April 15, 2024, were considered. Kelly Griesch moved to approve both sets of minutes as corrected. The motion was seconded by Chaz Fox and unanimously approved.

Next, the bills listing and financial reports were reviewed. Kelly Griesch moved to pay the bills and approve the financial reports. Casey Farrell seconded, and the motion was unanimously approved.

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

- The solids handling project is getting wrapped up and he is trying to be conscientious to make sure everything gets addressed. He stated that there hasn't been any cake produced for disposal. Kaeser have been fine-tuning blower settings.

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- Northern Water's real estate personnel have asked Hopper for assistance in obtaining easements from adjoining landowners. Hopper advised Northern that the District expects that "good neighbor" status be maintained and requested that Northern proceeds cautiously. There has yet to be a response from CDPHE regarding whether the project would be classified as a new facility or not.
- Hopper distributed a letter from CDPHE denying the District's request for a permit modification to extend the compliance schedule by five years. Hopper and Miller & Associates will continue moving forward with the facility evaluation in order to meet permit requirements. Hopper believes that copper is the only discharge parameter limit of immediate concern.
- Hopper presented a memorandum prepared by the Legislative Council Staff regarding 2023 Colorado school district cost-of-living study. In an attempt to keep current staff and attract future staff he asked the Board to consider cost-of-living adjustments. After discussion Casey Farrell moved to approve a 10% cost-of-living increase effective May 1, 2024. The motion was seconded by Chas Fox and unanimously approved. The Board inquired about staffing levels. Hopper stated that he believes that with the new solids handling facility the current staffing level for operations is sufficient.

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 32000.2, 20930.4, 47000.5, 29310.5, 40500.4 and 30900.3. Kelly Griesch seconded and the motion was unanimously approved

In the Administrator's report, Tammy Granger gave the report as written. Kelly Griesch moved to approve and authorize the execution of the SinglePoint System Administrator Authorization and US Bank Wire Transfer Authorization forms by Tammara K. Granger. Casey Farrell seconded and the motion was unanimously approved.

Tammy provided an update on the recent sketch plan meeting of the West Granby Minor Subdivision. The developer is uncertain of final development plans and Tammy has been inquiring about the Town of Granby's future platting and approval processes regarding this property in an attempt to establish some triggers for the assessment and payment of inclusion fees that can be inserted into a Pre-Inclusion Agreement. She has not yet received any response to her inquiry.

Casey Farrell moved to enter into Executive Session pursuant to C.R.S. §24-6-402(4)(b) for a conference with an attorney representing the District to receive legal advice on specific legal questions related to the location of the District's sewer line easement and sewer main with Hilary P. Graham, Hopper Becker and Tammy Granger in attendance. The motion was seconded by Chuck Crossan and unanimously approved. Kent Whitmer left the meeting at this time.

Casey Farrel moved to exit Executive Session, Chuck Crossan seconded and the motion was unanimously approved.

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Attorney's opinion Required by Colorado Revised Statute, § 24-6-402-(2)(d.5)(II)(B). As the attorney representing the Granby Sanitation District, and who was in attendance at the above-referenced Executive Session, I am of the opinion that the entire Executive Session, which was not recorded, constituted a privileged attorney-client communication.

/s/ _____

Hilary P. Graham, Legal Counsel

Casey Farrell moved to approve the Contract for Legal Services with Hoffmann, Parker, Wilson & Carberry, P.C. Attorneys of Law. The motion was seconded by Chuck Crossan and unanimously approved.

In other business the Board confirmed that second interviews of the final candidates for the District Administrator position will be held at a special meeting on May 16, 2024 beginning at 6:00 p.m.

There being no further business to come before the Board it was duly moved by Chuck Crossan, seconded by Kelly Griesch and unanimously adopted that the meeting stand adjourned at 8:30 p.m.

approved

Casey Farrell, Secretary