

**CORTEZ SANITATION DISTRICT
REGULAR BOARD MEETING
2908 SOUTH BROADWAY
December 9, 2019
5:30 p.m.**

1. CALL TO ORDER / OPENING PLEDGE OF ALLEGIANCE/ROLL CALL

The meeting was called to order at 5:30 p.m. at the District Administrative Office by Board Secretary/Treasurer Ernest Maness. The Board members present were Ernest Maness, Ryan Griglak via phone, Leroy Roberts and Scott Story. Board Member Terri Muller was absent. Also present were District Manager Jan Nelson, Collection System Supervisor Jim Webb and Plant Supervisor Peter Hayes. No one was in the audience.

2. EXCUSE ABSENT BOARD MEMBER

Mr. Maness made a motion to excuse Mrs. Muller due to illness from this Board Meeting. Mr. Roberts seconded the motion. The vote was as follows:

Griglak	Maness	Roberts	Muller	Story
yes	yes	yes	n/a	yes

3. PUBLIC HEARINGS

a. Service Fees: Proposed Rate Increase for 2020

Mr. Maness opened the public hearing for comments. No one was in the audience. Mr. Maness closed the public hearing.

b. 2019 Proposed Amended Budget

Mr. Maness opened the public hearing for comments. No one was in the audience. Mr. Maness closed the public hearing.

c. 2020 Proposed Budget

Mr. Maness opened the public hearing for comments. No one was in the audience. Mr. Maness closed the public hearing.

4. CONSENT AGENDA – All of these items may be enacted upon by one motion and approved. Any item may be removed and considered as a separate item if requested by a Board Member.

a. Approval of Minutes

1. Regular Meeting: November 11, 2019

b. Approval of the Expense Vouchers

Mr. Roberts made a motion to approve the consent agenda. Mr. Story seconded the motion. The vote was as follows:

Griglak	Maness	Roberts	Muller	Story
yes	yes	yes	absent	yes

5. AUDIENCE PARTICIPATION AND COMMUNICATION

No one was in the audience.

6. MONTHLY REPORTS

- a. Manager's Report
- b. Supervisor's Reports: Plant Stats & Collection Stats

Each Board Member was given a copy of the monthly reports from the District Manager, Collection System Supervisor and Plant Supervisor. Questions on the content of the reports were answered by Ms. Nelson, Mr. Webb and Mr. Hayes.

7. BUSINESS OF THE BOARD

- a. Old Castle SW Group Pay Request #5 in the Amount of \$186,653.82 for the Carpenter Area Sewer Replacement Project

Old Castle SW Group has submitted Pay Request #5 in the amount of \$186,653.82. After discussion on the progress of the project Mr. Story made a motion to approve Old Castle SW Group Inc. Pay Request #5 in the amount of \$186,653.82. Mr. Griglak seconded the motion. The vote was as follows:

Griglak	Maness	Roberts	Muller	Story
yes	yes	yes	absent	yes

- b. Budget Discussion

Ms. Nelson presented the 2019 Amended Budget and the Proposed 2020 Budget to the Board. It was mentioned that the Board discussed the Proposed 2020 Budget at the November 11, 2019 Regular Board Meeting. Since there weren't any comments from the public the Board decided further discussion was not necessary.

- c. Resolution #5, Series 2019 Adopting 2019 Amended Budget

Mr. Story made a motion to approve Resolution #5, Series 2019 adopting the 2019 Amended Budget. Mr. Griglak seconded the motion. The vote was as follows:

Griglak	Maness	Roberts	Muller	Story
yes	yes	yes	absent	yes

- d. Resolution #6, Series 2019 was presented to the Board.

The Resolution requests to appropriate sums of money to various funds and accounts for the 2019 Amended Budget.

Mr. Story made a motion to approve Resolution #6, Series 2019 appropriating sums of money to various funds and accounts for the 2019 Amended Budget. Mr. Roberts seconded the motion. The vote was as follows:

Griglak	Maness	Roberts	Muller	Story
yes	yes	yes	absent	yes

e. Resolution #7, Series 2019 Adopting 2020 Budget

Mr. Maness made a motion to approve Resolution #7, Series 2019 – Adopting 2020 Budget. Mr. Story seconded the motion. The vote was as follows:

Griglak	Maness	Roberts	Muller	Story
yes	yes	yes	absent	yes

f. Resolution #8, Series 2019 was presented to the Board.

The resolution requests to appropriate sums of money to various funds and accounts for the budget year 2020.

Mr. Roberts made a motion to adopt Resolution #8, Series 2019 Appropriation of 2020 Budget. Mr. Story seconded the motion. The vote was as follows:

Griglak	Maness	Roberts	Muller	Story
yes	yes	yes	absent	yes

g. Resolution #9, Series 2019 Certification of Accounts to Montezuma County Treasurer for Collection

The District must certify for collections, by the Montezuma County Treasurer, any accounts which meet the requirements of \$150 and more than six months past due. These amounts will be included in the property tax notices to be sent out in February 2020.

Mr. Roberts made a motion to approve Resolution #9, Series 2019 Certification of Accounts to Montezuma County Treasurer for Collection. Mr. Griglak seconded the motion. The vote was as follows:

Griglak	Maness	Roberts	Muller	Story
yes	yes	yes	absent	yes

h. Resolution #10, Series 2019 Changes to the District Rules and Regulations

Changes to the District Rules and Regulations

- Section 3.3.2 - posting locations for Board meetings per Board approval at the August 12, 2019 Regular Board meeting
- Appendix B Service Fees – per discussion to follow the 2013 Rate Study guideline and increase the monthly service rate for 2020 to \$39.00 and approved through Resolution #7 Series 2019 Adopting 2020 Budget

Mr. Maness made a motion to approve Resolution #10, Series 2019 Changes to the District Rules and Regulations, posting locations for Board meetings and Appendix B Service Fees. Mr. Roberts seconded the motion. The vote was as follows:

Griglak	Maness	Roberts	Muller	Story
yes	yes	yes	absent	yes

8. OLD BUSINESS OF THE BOARD

None

9. BOARD INFORMATION

a. Format for District Manager's annual evaluation

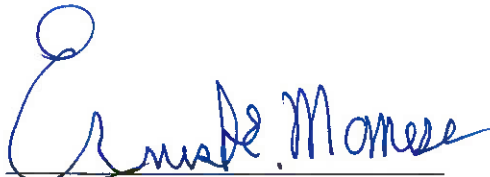
Ms. Nelson was directed to send blank evaluation forms to all Board Members.

10. ADJOURNMENT

Having no further business to come before the Board, Mr. Maness made a motion to adjourn. Mr. Story seconded the motion. The vote was as follows:

Griglak	Maness	Roberts	Muller	Story
yes	yes	yes	absent	yes

The meeting adjourned at 6:07 p.m.



Ernest Maness – Secretary/Treasurer



Ryan Griglak - President