

**CORTEZ SANITATION DISTRICT
REGULAR BOARD MEETING
2908 SOUTH BROADWAY
May 11, 2020
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 President Ryan Griglak. The Board members present were Ernest Maness, Ryan Griglak, Leroy Roberts, Terri Muller and Scott Story. Also present were District Manager Jan Nelson, Collection System Supervisor Jim Webb and Plant Supervisor Peter Hayes. There was no one in the audience.

2. 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: April 13, 2020
- b. Approval of the Expense Vouchers

Mr. Maness made a motion to approve the consent agenda. Mrs. Muller seconded the motion. The vote was as follows:

Griglak	Maness	Roberts	Muller	Story
yes	yes	yes	yes	yes

3. AUDIENCE PARTICIPATION AND COMMUNICATION

There was no one in the audience.

4. 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.

5. BUSINESS OF THE BOARD

- a. Appoint and Administer Oath of Office to Board Members

Mr. Roberts, Mrs. Muller and Mr. Story held appointed positions and were up for election on May 5, 2020. There were not more candidates than offices to be filled. Luann Meyer, of the Law Office of McCabe, Lovett and McCabe the District's designated election official, has issued a Notice of Cancellation and Certified Statement of Results for the May 5, 2020 election. The following candidates are hereby declared elected:

Mr. Leroy Roberts	4 year term 2024
Mrs. Terri Muller	4 year term 2024
Mr. Scott Story	2 year term 2022

Mr. Maness made a motion to appoint and administer the oath of office to the 3 elected board members. Mr. Griglak seconded the motion. The vote was as follows:

Griglak	Maness	Roberts	Muller	Story
yes	yes	yes	yes	yes

Mr. Griglak administered the oath of office to Mr. Roberts, Mrs. Muller and Mr. Story.

b. Director Elections

At this time the Board can elect officers of the Board.

Mr. Maness made a motion to keep the officer positions as they have been previously.

Mr. Griglak - President
 Mrs. Muller - Vice-President
 Mr. Maness - Secretary/Treasurer

Mr. Roberts seconded the motion. The vote was as follows:

Griglak	Maness	Roberts	Muller	Story
yes	yes	yes	yes	yes

c. Old Castle SW Group Pay Request #9 in the Amount of \$185,406.84 for the Carpenter Area Sewer Replacement Project

Old Castle SW Group has completed the Carpenter Area Sewer Replacement Project. Pay request #9 is the final payment minus the 5% contingency.

Mr. Roberts made a motion to approve Old Castle SW Group Pay Request #9 in the amount of \$185,406.84 for the Carpenter Area Sewer Replacement Project. Mr. Maness seconded the motion. The vote was as follows:

Griglak	Maness	Roberts	Muller	Story
yes	yes	yes	yes	yes

6. OLD BUSINESS OF THE BOARD

a. Three bids were received in April 2020 for the WWTP Site Improvement Project. The budget for this project was \$190,000. The bids were:

<u>COMPANY</u>	<u>BID AMOUNT</u>
Ramco	\$256,413.00
D & L Construction	\$223,302.50
JITA	\$528,435.70

At the April 13, 2020 Regular Board Meeting the Board discussed the current Covid-19 Pandemic. Colorado Governor Polis has issued Public Health Order 20-22 an order closing all non-essential businesses and Public Health Order 20-24 Implementing Stay at Home Requirements. Due to these orders there could be a possible reduction and or delay in receiving revenue. The awarding of the project was postponed at that time.

After discussion Mrs. Muller made a motion to release the bids and postpone the project to a later date. Mr. Story seconded the motion. The vote was as follows:

Griglak	Maness	Roberts	Muller	Story
yes	yes	yes	yes	yes

- b. Five bids were received in April 2020 for the 2020 Sikis Village Sewer Replacement Project Phase II. The budget for this project was \$700,000. The bids were:

<u>COMPANY</u>	<u>BID AMOUNT</u>
Four Corners Materials	\$1,156,955.59
D & L Construction	\$ 531,465.00
Williams Construction	\$ 613,915.00
Jita	\$ 988,671.25
Ramco	\$ 428,387.00

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After discussion at this meeting Mr. Maness made a motion to award the 2020 Sikis Village Sewer Replacement Project Phase II to Ramco in the amount of \$428, 387.00. Mr. Roberts seconded the motion. The vote was as follows:

Griglak	Maness	Roberts	Muller	Story
yes	yes	yes	yes	yes

- c. Approval to Continue Emergency Declaration

On March 25, 2020 the attorney for the Cortez Sanitation District recommended that Ms. Nelson file a Declaration of Local Disaster Emergency due to the COVID-19 Pandemic. This declaration gives Ms. Nelson extra flexibility and authority to do what is necessary during the period of the declared disaster.

Resolution 2 Series 2020 Declaration of Local Disaster Emergency was approved on March 30, 2020 and was valid until the next Regular Board Meeting on April 13, 2020. This resolution has to be approved monthly at each Regular Board Meeting until canceled.

Mr. Story made a motion to approve Resolution 2 Series 2020 Continuation of Declaration of Local Disaster Emergency. Mrs. Muller seconded the motion. The vote was as follows:

Griglak	Maness	Roberts	Muller	Story
yes	yes	yes	yes	yes

7. BOARD INFORMATION

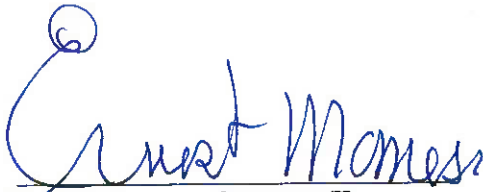
None

8. ADJOURNMENT

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

Griglak	Maness	Roberts	Muller	Story
yes	yes	yes	yes	yes

The meeting adjourned at 6:17 p.m.


Ernest Maness – Secretary/Treasurer



Ryan Griglak - President