

**CORTEZ SANITATION DISTRICT
REGULAR BOARD MEETING
2908 SOUTH BROADWAY
April 10, 2017
6:00 p.m.**

1. CALL TO ORDER / OPENING PLEDGE OF ALLEGIANCE

The meeting was called to order at 6:01 p.m. at the District Administrative Office by Board Vice President Jim Candelaria. The Board members present were Jim Candelaria, James Fisher, Ernest Maness and Micah Mobley. Board President Ryan Griglak was absent. Also present were District Manager Jan Nelson, District Superintendent Kyle Schreckenbach and Office Manager Debbie Cuckie. In the audience was:

<u>Name</u>	<u>Company or Topic Represented</u>
Stephanie Alderton	The Journal

2. EXCUSE ABSENT BOARD MEMBER

Mr. Mobley made a motion to excuse Mr. Griglak from this regular board meeting. Mr. Fisher seconded the motion. The vote was as follows:

Griglak	Candelaria	Fisher	Maness	Mobley
absent	yes	yes	yes	yes

3. CONSENT AGENDA

a. Approval of Minutes:

1. Regular meeting: March 13, 2017

b. Approval of the Expense Vouchers

c. Representatives for Special District Pool

Mr. Fisher made a motion to accept the consent agenda. Mr. Mobley seconded the motion. The vote was as follows:

Griglak	Candelaria	Fisher	Maness	Mobley
absent	yes	yes	yes	yes

4. AUDIENCE PARTICIPATION AND COMMUNICATION

No one came forward to speak.

5. MONTHLY REPORTS

a. Manager's Report

b. Superintendent's Report: Plant Stats, Collection Stats

Each Board Member was given a copy of the monthly reports from the District Manager and Superintendent. Questions on the content of the reports were answered by Ms. Nelson and Mr. Schreckenbach.

6. BUSINESS OF THE BOARD

a. Discussion Regarding Dissolution of District

Last year the District Board approached the City of Cortez regarding dissolution of the District and becoming a city utility. City representatives have been meeting with Ms. Nelson regarding this issue. Ms. Nelson inquired of the Board if the District should continue to pursue this issue. The Board decided to put this issue on hold and allow time for the new management to improve and grow the District.

Mr. Mobley made a motion to put on hold the dissolution of the District to become a city utility. Mr. Maness seconded the motion. The vote was as follows:

Griglak	Candelaria	Fisher	Maness	Mobley
absent	yes	yes	yes	yes

b. Purchase of a Sewer Line Rapid Assessment Tool

In February District Staff observed a demonstration of a Sewer Line Rapid Assessment Tool (SLRAT). This tool gauges the amount of blockage within a sewer line on a 1 -10 scale. Using this tool would allow staff to focus the cleaning efforts on the lines in greater need, check lines that are difficult to reach with the rodder truck and would be less wear on the camera.

After discussion the Board decided to table the issue until further research and a cost analysis could be done.

c. Resolution #3, Series 2017 – Procurement Procedure

Currently purchases in excess of \$25,000 require a bid process. Ms. Nelson has written a Procurement Policy to address purchases less than \$25,000.

Mr. Mobley made a motion to approve Resolution #3, Series 2017, adding a Procurement Policy to the Rules and Regulations as Chapter 15; the current Chapter 15 and 16 will change accordingly. Mr. Fisher seconded the motion. The vote was as follows:

Griglak	Candelaria	Fisher	Maness	Mobley
absent	yes	yes	yes	yes

6. OLD BUSINESS OF THE BOARD

a. Biosolids Removal

Mr. Schreckenbach and District maintenance employee Rick Collin have been working with Or-tec, the manufacturer of the screw press, on possible solutions to allow us to haul the sludge ourselves using our dump truck. Or-Tec has submitted a design to retro fit the existing screw press building at a cost of \$48,859.68.

Mr. Mobley made a motion to approve the proposal from Or-Tec to retro fit the screw press building at a cost of \$48,859.68. Mr. Fisher seconded the motion. The vote was as follows:

Griglak	Candelaria	Fisher	Maness	Mobley
absent	yes	yes	yes	yes

b. RV Parks / Motel Plant Investment Fee Rates

The Board feels the Plant Investment Fee's (PIF's) for RV parks and hotels are too high. Ms. Nelson has spoken with SGM Engineering about the rate study they performed in 2013 that influenced the PIF's for RV parks and hotels. Ms. Nelson and SGM are continuing to work on these fees. The Board tabled this issue until more information can be obtained.

c. Pipeline Inspection Camera

A couple of vendors will be demonstrating their pipeline inspection cameras. The District is also checking with the State and National contracts to see if there are other vendors included with their contacts.

7. BOARD INFORMATION

a. Legislative update

- 1. Approval of a 7 member board

State Legislature has passed HB 17-1198 Increasing Special District Boards to Seven Members. This change is optional for Special Districts. The Board agreed to stay at a 5 member Board.

- 2. Moving Special District Elections to odd numbered years. Postponed this year but will be brought back next year.

b. The Special Districts Association Regional Training will be on June 13th in Durango. It's from 8:00am-12:15 pm. This training is for Board Members, Managers and staff.

Ms. Nelson, Mr. Schreckenbach and Mr. Fisher plan on attending this training.

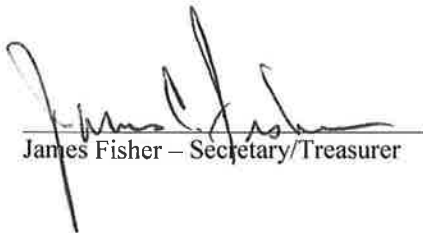
8. ADJOURNMENT

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

Griglak	Candelaria	Mobley	Fisher	Maness
absent	yes	yes	yes	yes

The meeting adjourned at 6:58 p.m.


Jim Candelaria - Vice President


James Fisher - Secretary/Treasurer