

**CORTEZ SANITATION DISTRICT
REGULAR BOARD MEETING
2908 SOUTH BROADWAY
August 14, 2017
6:00 p.m.**

1. CALL TO ORDER / OPENING PLEDGE OF ALLEGIANCE

The meeting was called to order at 6:00 p.m. at the District Administrative Office by Board President Ryan Griglak. The Board members present were Ryan Griglak, James Fisher, Jim Candelaria, Ernest Maness and David Marlman. Also present were District Manager Jan Nelson and District Superintendent Kyle Schreckenbach and Collection Supervisor Jim Webb. In the audience was:

<u>Name</u>	<u>Company or Topic Represented</u>
Stephanie Alderton	The Journal
Catherine Carella	SGM Engineering
Louis Meyer	SGM Engineering

2. CONSENT AGENDA

a. Approval of Minutes:

1. Regular Meeting: July 10, 2017
2. Special Meeting: August 7, 2017

b. Approval of the Expense Vouchers

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

Griglak	Candelaria	Fisher	Maness	Marlman
yes	yes	yes	yes	yes

3. AUDIENCE PARTICIPATION AND COMMUNICATION

No one came forward to speak.

4. 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.

5. BUSINESS OF THE BOARD

- a. Discussion and Possible Approval to Change the Operating Hours of the District

Currently the District's hours are 8:00 am to 4:30 pm. It is proposed that the District is open an additional hour each day, 7:30 am to 5:00 pm. This would give customers more convenient hours to pay their bill and allow the crew to have a longer uninterrupted span of time to accomplish their work.

After discussion Mr. Maness made a motion to change the District's hours to 8:00 am to 5:30 pm. Mr. Fisher seconded the motion. The vote was as follows:

Griglak	Candelaria	Fisher	Maness	Marlman
yes	yes	yes	yes	yes

b. Preliminary Budget Discussion

Management is discussing budgetary needs for 2018. According to the Rate Study performed in 2013 it was recommended that the monthly fee increase by \$1.00 each year. Due to the large amount of lines and equipment in need of repair/replacement Ms. Nelson recommends that the monthly fee increase by \$1.00 - \$1.50.

After discussion the Board decided to review prior years notes regarding fee increases before a decision is made.

c. Discussion and Direction on Replacing Lines in Alleys

The City will be repaving several alleyways with 8" – 10" concrete slabs next year. In these alleys the District has old, clay lines that are in relatively good shape. But there is concern that the added weight of the concrete could cause the lines to deteriorate quickly. Once the concrete slabs are in place and if a repair is needed in the line the District would be required to replace full panel sections of concrete. Replacing the lines or replacing full panel sections of concrete in case of a line repair would be costly. Staff is researching slip lining, cured in place and other methods that will reduce the replacement costs.

After discussion the Board requested Staff to research the costs by phases and include in next year's budget.

6. OLD BUSINESS OF THE BOARD

a. Discussion, Direction and Possible Approval to Advertise for Bids for Paving Project at Plant. Board, Staff and Engineer will have a walk-through of the paving project area during the workshop.

During the walk-through staff and the Board identified additional areas of concern. SGM was asked to make these changes in their plans. Staff was directed to bring this back to the Board with plans to bid after the first of the year.

b. Discussion and Possible Approval to hold a Public Hearing on RV Parks/Motel Plant Investment Fee Rates

The Board feels the Plant Investment Fee (PIF) for RV parks and hotels are too high. Ms. Nelson has been working with SGM Engineering about the rate study they performed in 2013 that influenced the current PIF's for RV parks and hotels.

Staff has been researching PIF's from other Colorado towns with the results widely varied. Ms. Nelson presented to the Board some ideas that SGM has proposed to adjust the PIF's.

The Board discussed SGM's recommendation on PIF's from November 14, 2016 for the following:
Hotels/Motels - \$1431 per room, an additional \$100 per room if it has a kitchenette
RV Parks - \$1193 per space

Mr. Candelaria made a motion to adopt SGM's recommendation on PIF's from November 14, 2016 for the following:

Hotels/Motels - \$1431 per room, an additional \$100 per room if it has a kitchenette
RV Parks - \$1193 per space
And if necessary to call a public hearing.

Mr. Fisher seconded the motion. The vote was follows:

Griglak	Candelaria	Fisher	Maness	Marlman
yes	yes	yes	yes	yes

7. BOARD INFORMATION

None


8. ADJOURNMENT

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

Griglak	Candelaria	Fisher	Maness	Marlman
yes	yes	yes	yes	yes

The meeting adjourned at 6:49 p.m.


Ryan Griglak – President


James Fisher – Secretary/Treasurer