

**CORTEZ SANITATION DISTRICT
REGULAR BOARD MEETING
2908 SOUTH BROADWAY
May 8, 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 Jim Candelaria, James Fisher, Ernest Maness and Ryan Griglak. Board member Micah Mobley was absent. Also present were District Manager Jan Nelson and District Superintendent Kyle Schreckenbach. In the audience was:

<u>Name</u>	<u>Company or Topic Represented</u>
Stephanie Alderton	The Journal
Harold Maez	Billing Issue

2. CONSENT AGENDA

a. Approval of Minutes:

1. Regular meeting: April 10, 2017

b. Approval of the Expense Vouchers

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

Griglak	Candelaria	Fisher	Maness	Mobley
yes	recuse	yes	yes	absent

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. **Acceptance of Resignation of Board Member Mr. Mobley**

Mr. Micah Mobley has submitted his resignation effective April 15, 2017. He is moving out of the area.

Mr. Candelaria made a motion to accept Mr. Mobley's resignation. Mr. Maness seconded the motion. The vote was follows:

Griglak	Candelaria	Fisher	Maness
yes	yes	yes	yes

b. Direction for Appointing New Board Member

The Board requested that Ms. Nelson contact a previous applicant who had shown interest in joining the Board the last two times a position was open.

c. Discussion of Late Fees Per Customer Request, Harold Maez

When a home changes owners a new account is automatically set up in the buyer's name effective the purchase date. The bill is sent to the service address unless the new owner has contacted the District to send it elsewhere.

The Maez family purchased a home in August of 2016. At that time the new account was set up and mailed to the service address. The Maez family never contacted the District to send the bill elsewhere. No payment had been received on this account and late/delinquent fees were being incurred. Mr. Maez said he only became aware of the bills when he returned to Cortez from his winter home. His adult daughter had been picking up the mail at the Cortez home.

Mr. Maez is requesting that the late and delinquent fees be waived because he didn't know he was being billed for this property.

After discussion Mr. Fisher made a motion that late/delinquent fees would not be refunded. Mr. Candelaria seconded the motion. The vote was as follows:

Griglak	Candelaria	Fisher	Maness
yes	yes	yes	no

d. Approval to Suspend Billing for Customer at 311 N. Henry St. for 6 Months

The home of April Wilson at 311 N. Henry St. was recently destroyed by fire. Ms. Wilson has requested a 6 month waiver of the monthly fees. Per the District's Rules and Regulations Chapter 11, 11.1.E the monthly service fee can be temporarily waived for a building destroyed by fire.

Mr. Candelaria made a motion to waive the monthly service fee at 311 N. Henry St. for 6 months. Mr. Maness seconded the motion. The vote was follows:

Griglak	Candelaria	Fisher	Maness
yes	yes	yes	yes

e. Approval to Grant a Variance to Move Tap From 23 N. Washington to New Fire Station

The Cortez Fire Protection District is in the process of constructing a new building. As part of this process their current administration building and fire station will be torn down. The administration building is vacant and will be torn down first. The Cortez Fire Protection District paid a Plant Investment Fee (PIF) for both buildings. The new building will occupy the same property. Since the tap at 23 N. Washington will not be used in the future Ms. Nelson is proposing to transfer the PIF to the new building.

Mr. Candelaria made a motion to grant a variance to move the Cortez Fire Protections District's Plant Investment Fee (PIF) at 23 N. Washington to their new building located on the same property. Mr. Fisher seconded the motion. The vote was as follows:

Griglak	Candelaria	Fisher	Maness
yes	yes	yes	yes

f. Acceptance of Independent Auditor's Report

The 2016 audit was presented to the Board.

Mr. Griglak made a motion to approve the 2016 Audit as presented. Mr. Maness seconded the motion. The vote was as follows:

Griglak	Candelaria	Fisher	Maness
yes	yes	yes	yes

6. OLD BUSINESS OF THE BOARD

a. 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.

7. BOARD INFORMATION

a. 2017 Legislative Update Webinar, May 17 at 10:00 am

The Special District Association is hosting a webinar on May 17, 10:00 am to update Districts on the legislation that was approved, disapproved or put on hold during this past legislative session that ends May 10. Ms. Nelson will see if there is a transcript available for those not available to attend the webinar.

8. ADJOURNMENT

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

Griglak	Candelaria	Fisher	Maness
yes	yes	yes	yes

The meeting adjourned at 6:41 p.m.


Ryan Griglak – President


James Fisher – Secretary/Treasurer