

**CORTEZ SANITATION DISTRICT
REGULAR BOARD MEETING
2908 SOUTH BROADWAY
October 10, 2016
6:00 p.m.**

1. CALL TO ORDER / OPENING PLEDGE OF ALLEGIANCE

The meeting was called to order at 6:02 p.m. at the District Administrative Office by Board President Ryan Griglak. The Board members present were Jim Candelaria, Ryan Griglak, Jim Fisher and Ernest Maness. Board member Teri Thomas was absent. Also present were Interim District Manager Phil Starks and Office Manager Debbie Cuckie. In the audience was:

<u>Name</u>	<u>Company or Topic Represented</u>
Jacob Klopfenstein	The Journal

2. CONSIDERATION OF THE MINUTES OF THE REGULAR BOARD MEETING HELD SEPTEMBER 12, 2016 AND THE SPECIAL MEETING HELD SEPTEMBER 26, 2016

The minutes of the Regular Board Meeting held September 12, 2016 were tabled at this time due to a lack of quorum of Board Members that attended that meeting.

The minutes of the Special Board Meeting held September 26, 2016 were presented to the Board. Mr. Candelaria made a motion to approve the minutes as presented. Mr. Maness seconded the motion. The vote was follows:

Griglak	Candelaria	Thomas	Fisher	Maness
yes	yes	absent	yes	yes

3. CONSIDERATION OF THE EXPENSE VOUCHERS

The list of bills and accounts was presented to the Board for approval. A list of additional bills was also submitted. Mr. Candelaria made a motion to approve the bills as presented for a total of \$141,372.35. Mr. Maness seconded the motion. The vote was as follows:

Griglak	Candelaria	Thomas	Fisher	Maness
yes	yes	absent	yes	yes

4. MONTHLY REPORTS

Each Board Member was given a copy of the monthly report from the Interim District Manager. Each Board Member also received a copy of the plant and sewer line maintenance statistics. Questions on the content of the reports were answered by Mr. Starks.

5. AUDIENCE PARTICIPATION AND COMMUNICATION

Jacob Klopfenstein of The Journal came forward to introduce himself to the new Board Members, Jim Fisher and Ernest Maness.

6. BUSINESS OF THE BOARD

a. D & L Construction Pay Request #3 for the Ash Area Project

D & L Construction submitted Pay Request #3, for work completed in September 2016 on the Ash Area Project, in the amount of \$59,884.60.

Mr. Fisher made a motion to approve D & L Construction's Pay Request #3 in the amount of \$59,884.60. Mr. Maness seconded the motion. The vote was as follows:

Griglak	Candelaria	Thomas	Fisher	Maness
yes	yes	absent	yes	yes

b. Ortec Inc. Pay Request – Successful Start Up

Per the contract with Ortec Inc., 10% of the contract price, \$30,801.40 is payable upon successful startup of the screw presses.

Mr. Candelaria made a motion to approve the payment of \$30,801.40 to Ortec Inc. Mr. Maness seconded the motion. The vote was as follows:

Griglak	Candelaria	Thomas	Fisher	Maness
yes	yes	absent	yes	yes

c. 2017 Draft Budget Presentation

The 2017 Draft Budget was presented to the Board.

After discussion Mr. Griglak made a motion to approve the 2017 Draft Budget with corrections as discussed and to advertise the Public Hearing for the 2017 Draft Budget. Mr. Candelaria seconded the motion. The vote was taken as follows:

Griglak	Candelaria	Thomas	Fisher	Maness
yes	yes	absent	yes	yes

d. District Access Easements

The District has several lines that require staff to traverse properties not entirely atop District easements. The Board requested that staff ensure that they have access easements in place for these areas. Mr. Starks presented to the Board a draft easement form that would be used in these situations.

e. District Manager Position Discussion & Interview Process

The Board discussed setting up a review panel of technical and professional people familiar with wastewater treatment plants and special districts to interview candidates for the vacant District Manager position.

7. BOARD INFORMATION

No Board information.

8. ADJOURNMENT

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

Griglak	Candelaria	Thomas	Fisher	Maness
yes	yes	absent	yes	yes

The meeting adjourned at 7:20 p.m.



Ryan Griglak – President



Jim Candelaria – Vice President