

**CORTEZ SANITATION DISTRICT
REGULAR BOARD MEETING
2908 SOUTH BROADWAY
December 11, 2017
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 Ryan Griglak, James Fisher, Ernest Maness and David Marlman. Board member Jim Candelaria was absent. Also present were District Manager Jan Nelson, Collection System Supervisor Jim Webb and Plant Supervisor Kyle Schreckenbach. In the audience was:

<u>Name</u>	<u>Company or Topic Represented</u>
Wendy Mimiaga	Cortez Fire Protection District
Dave Waters	D & L Construction
Jeff Vandevoorde	Cortez Fire Protection District

2. EXCUSE ABSENT BOARD MEMBER

Mr. Maness made a motion to excuse Mr. Candelaria's absence from this meeting. Mr. Marlman seconded the motion. The vote was taken as follows:

Griglak	Candelaria	Fisher	Maness	Marlman
yes	absent	yes	yes	yes

3. CONSENT AGENDA

- a. Approval of Minutes
 - 1. Regular Meeting: November 13, 2017
- b. Approval of the Expense Vouchers
- c. Water Billing Consumption Information Agreement with City of Cortez

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

Griglak	Candelaria	Fisher	Maness	Marlman
yes	absent	yes	yes	yes

4. AUDIENCE PARTICIPATION AND COMMUNICATION

No one came forward to speak.

5. MONTHLY REPORTS

- a. Manager's Report
- b. Supervisor's Report: Collection Stats and Plant Stats

Each Board Member was given a copy of the monthly reports from the District Manager, Collection System and Plant Supervisors. Questions on the content of the reports were answered by Ms. Nelson, Mr. Webb and Mr. Schreckenbach.

6. BUSINESS OF THE BOARD

a. Cortez Fire District

Jeff Vandevoorde, fire chief for the Cortez Fire Protection District requested that the Plant Investment Fee from the old fire station at 30 N. Ash St. be applied to the Plant Investment Fee at the new fire station at 31 N. Washington St. The Plant Investment Fee at the new fire station is \$19,080. This fee is based on the water line size of 1.5". At the May 8, 2017 Board meeting the Cortez Sanitation District already approved a variance to apply the Plant Investment Fee of \$4770 from the Cortez Fire District's demolished administration building at 23 N. Washington to the new fire station.

After discussion the Board will consider applying the Plant Investment Fee from the old fire station at 30 N. Ash St. to the new fire station once the old fire station has been vacated.

Ms. Nelson informed Mr. Vandevoorde that the Plant Investment Fee of \$19,080 could be made in payments. The Plant Investment Fee of \$19,080 less the variance from 23 N. Washington of \$4770 leaves a balance of \$14,310. If the Board approves a variance of applying the Plant Investment Fee from the old fire station to the new station, an amount that still needs to be determined based on the water line size at the old station, the remaining balance will be due at the time the Plant Investment application is submitted.

Ms. Nelson did clarify that if the Plant Investment Fee from the old station is applied to the new station that the sewer tap at the old station would need to be capped. Mr. Vandevoorde stated that the old station would be demolished.

b. Beech St. Project Invoice

D & L Construction has submitted their invoices #510 for \$24,900 and #511 for \$19,051.43 for the Beech Street Project.

Mr. Maness made a motion to approve payment of the D & L Construction invoices #510 and #511. Mr. Marlman seconded the motion. The vote was as follows:

Griglak	Candelaria	Fisher	Maness	Marlman
yes	absent	yes	yes	yes

c. Mill Levy Certification

Each year the District must certify the current Mill Levy by December 15th in order to collect property taxes for the upcoming year. This year's mill levy is 9.196 mills.

Mr. Maness made a motion to accept the Certification of Mill Levy as presented at 9.196 mills. Mr. Fisher seconded the motion. The vote was as follows:

Griglak	Candelaria	Fisher	Maness	Marlman
yes	absent	yes	yes	yes

d. Resolution #6, Series 2017 Certification of Accounts to Montezuma County Treasurer for Collection

The District must certify for collections, by the Montezuma County Treasurer, any accounts which meet the requirements of \$150 and more than six months past due. These amounts will be included in the property tax notices to be sent out in February 2018.

Mr. Fisher made a motion to approve Resolution #6, Series 2017 Certification of Accounts to Montezuma County Treasurer for Collection. Mr. Marlman seconded the motion. The vote was as follows:

Griglak	Candelaria	Fisher	Maness	Marlman
yes	absent	yes	yes	yes

e. Resolution #7, Series 2017 Adopting the 2018 Budget

Resolution #7, Series 2017 was presented to the Board. The resolution proposes to adopt the 2018 Budget.

Mr. Maness made a motion to adopt Resolution #7, Series 2017 adopting the 2018 Budget. Mr. Fisher seconded the motion. The vote was as follows:

Griglak	Candelaria	Fisher	Maness	Marlman
yes	absent	yes	yes	yes

f. Resolution #8, Series 2017 Appropriation of 2018 Budget

Resolution #8, Series 2017 was presented to the Board. The resolution requests to appropriate sums of money to various funds and accounts for the budget year 2018.

Mr. Fisher made a motion to adopt Resolution #8, Series 2017 Appropriation of 2018 Budget. Mr. Marlman seconded the motion. The vote was as follows:

Griglak	Candelaria	Fisher	Maness	Marlman
yes	absent	yes	yes	yes

7. OLD BUSINESS OF THE BOARD

a. Subsurface Field Study at the South Lift Station

Staff has discovered sink holes and drainage issues at the South Lift Station. It is suspected that there used to be mines in that area. The Division of Natural Resources will do a study of the area and will let us know if they can help with the situation.

b. Resolution #5, Series 2017 Changes to the District Rules and Regulations

At the November 13, 2017 Regular Board meeting Ms. Nelson presented to the Board Resolution #5, Series 2017 Changes to the District Rules and Regulations. The Board discussed the Resolution and requested that Ms. Nelson make some changes. The requested changes have been made.

Mr. Maness made a motion to adopt Resolution #5, Series 2017 Changes to the District Rules and Regulations. Mr. Marlman seconded the motion. The vote was as follows:

Griglak	Candelaria	Fisher	Maness	Marlman
yes	absent	yes	yes	yes

8. EXECUTIVE SESSION PER STATUTE §24-6-402(4)(f) C.R.S.

The Board requested to move this executive session to the next Board Meeting on January 8, 2018.

9. ADJOURNMENT

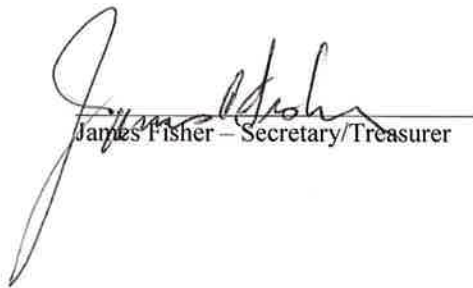
Having no further business to come before the Board, Mr. Griglak made a motion to adjourn. Mr. Maness seconded the motion. The vote was as follows:

Griglak	Candelaria	Fisher	Maness	Marlman
yes	absent	yes	yes	yes

The meeting adjourned at 7:17 p.m.



Ryan Griglak – President



James Fisher – Secretary/Treasurer