

**CORTEZ SANITATION DISTRICT
REGULAR BOARD MEETING
2908 SOUTH BROADWAY**

August 14, 2023

5:30 p.m.

1. CALL TO ORDER / OPENING PLEDGE OF ALLEGIANCE/ROLL CALL

The meeting was called to order at 5:31 p.m. at the District Administrative Office by Board President Ryan Griglak. The Board members present were Ernest Maness, Richard Landreth, Terri Muller and Leroy Roberts. Also present were District Manager Jan Winfree, Collection System Supervisor Jim Webb and Plant Supervisor Peter Hayes.

Mr. Roberts made a motion to move agenda item 5a – Discussion with District’s Attorney regarding financing of upcoming projects to the beginning of the meeting. Mr. Landreth seconded the motion. The vote was as follows:

Griglak	Maness	Roberts	Muller	Landreth
yes	yes	yes	yes	yes

Jim Collin, the District’s attorney, discussed with the Board via phone, the different options available regarding financing future capital improvements.

The Board discussed the results of the Master Plan for capital improvements and felt it was high. Mrs. Muller made a motion authorizing Ms. Winfree to seek out an engineering firm for a new Master Plan. Mr. Roberts seconded the motion. The vote was as follows:

Griglak	Maness	Roberts	Muller	Landreth
yes	yes	yes	yes	yes

2. CONSENT AGENDA – All of these items may be enacted upon by one motion and approved. Any item may be removed and considered as a separate item if requested by a Board Member.

- a. Approval of Minutes
 - 1. Regular Meeting: July 10, 2023
- b. Approval of the Expense Vouchers

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

Griglak	Maness	Roberts	Muller	Landreth
yes	yes	yes	yes	yes

3. AUDIENCE PARTICIPATION AND COMMUNICATION

No one was in the audience.

4. MONTHLY REPORTS

- a. Manager’s Report
- b. Supervisor’s Reports: Plant Stats & Collection Stats

Each Board Member was given a copy of the monthly reports from the District Manager, Collection System Supervisor and Plant Supervisor. Questions on the content of the reports were answered by Mrs. Winfree, Mr. Webb and Mr. Hayes.

5. BUSINESS OF THE BOARD

- a. Discussion with District’s Attorney regarding financing of upcoming projects

Moved to the beginning of the meeting.

- b. Discussion and Approval to Pay Candelaria Construction, Inc. Pay Application #2 for the #23-01-SWS – Cedar Street Improvements Project in the Amount of \$156,458.62

Candelaria Construction, Inc. has submitted Pay Application #2 for the #23-01-SWS-Cedar Street Improvements Project in the amount of \$156,458.62.

Mr. Maness made a motion to pay Candelaria Construction, Inc. for Pay Application #2 for the #23-01-SWS – Cedar Street Improvements Project in the amount of \$156,458.62. Mr. Roberts seconded the motion. The vote was as follows:

Griglak	Maness	Roberts	Muller	Landreth
yes	yes	yes	yes	yes

- c. Approval to pay Ramco Developments LLC Pay Application #2 for the 2022 Manhole Rehabilitation Project in the amount of \$159,999.50.

Ramco Developments LLC has submitted Pay Application #2 for the 2022 Manhole Rehabilitation Project in the amount of \$159,999.50.

Mrs. Muller made a motion to pay Ramco Developments LLC for Pay Application #2 for the 2022 Manhole Rehabilitation Project in the amount of \$159,999.50. Mr. Roberts seconded the motion. The vote was as follows:

Griglak	Maness	Roberts	Muller	Landreth
yes	yes	yes	yes	yes

- d. Discussion and approval to redo Administrative Building floor for the amount of \$43,567.00. This is a budgeted item.

This item was budgeted for \$30,000. The District was told that new tiles could be glued over the existing tiles. After speaking with flooring companies that option is not possible. The old tiles would need to be removed and that would require asbestos abatement. The best option is to install a "floating" floor which would not require removal of the existing floor and would not need to be waxed every year. The cost to install a "floating" floor is \$43,567.00.

Mr. Maness made a motion to redo the Administrative Building floor in the amount of \$43,567.00. Mr. Landreth seconded the motion. The vote was as follows:

Griglak	Maness	Roberts	Muller	Landreth
yes	yes	yes	yes	yes

e. Discussion and possible change to the September Board Meeting

At the time of the next Board meeting on September 11, two employees and one Board member will be traveling to the Special District Association Conference. Ms. Winfree suggested that the September Board Meeting be moved to September 18.

Mr. Landreth made a motion to move the next Board Meeting to September 18. Mrs. Muller seconded the motion. The vote was as follows:

Griglak	Maness	Roberts	Muller	Landreth
yes	yes	yes	yes	yes

6. OLD BUSINESS OF THE BOARD

a. None

7. BOARD INFORMATION

a. None

8. ADJOURNMENT

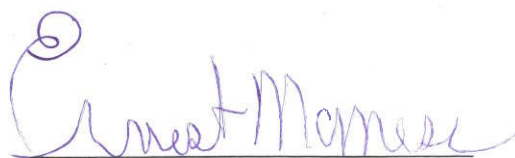
Having no further business to come before the Board, Mr. Roberts made a motion to adjourn. Mrs. Muller seconded the motion. The vote was as follows:

Griglak	Maness	Roberts	Muller	Landreth
yes	yes	yes	yes	yes

The meeting adjourned at 6:37 p.m.



Ryan Griglak – President



Ernest Maness – Secretary/Treasurer