

**CORTEZ SANITATION DISTRICT
REGULAR BOARD MEETING
2908 SOUTH BROADWAY
December 12, 2022
5:30 p.m.**

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

The meeting was called to order at 5:30 p.m. at the District Administrative Office by Board President Ryan Griglak. The Board members present were Ernest Maness, Terri Muller and via phone, Richard Landreth. Board member Leroy Roberts was absent. Also present were District Manager Jan Nelson, Collection System Supervisor Jim Webb and Plant Supervisor Peter Hayes. The following people were in the audience:

<u>Name</u>	<u>Company or Topic of Interest</u>
Catherine Carella	SGM Engineering
Scott Forrester	SGM Engineering
Chad Paulson	SGM Engineering

Mrs. Muller made a motion to excuse Mr. Roberts from this meeting. Mr. Maness seconded the motion. The vote was as follows:

Griglak	Maness	Roberts	Muller	Landreth
yes	yes	n/a	yes	yes

2. PUBLIC HEARINGS

- a. Service Fees: Proposed Rate Increase for 2023

Mr. Griglak opened the public hearing for comments. No one in the audience came forward. Mr. Griglak closed the public hearing.

- b. 2023 Proposed Budget

Mr. Griglak opened the public hearing for comments. No one in the audience came forward. Mr. Griglak closed the public hearing.

- 3. 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: November 14, 2022
 b. Approval of the Expense Vouchers

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

Griglak	Maness	Roberts	Muller	Landreth
yes	yes	excused	yes	yes

4. AUDIENCE PARTICIPATION AND COMMUNICATION

No one came forward to speak.

5. 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 Ms. Nelson, Mr. Webb and Mr. Hayes.

6. BUSINESS OF THE BOARD

- a. Adopt 2023 Budget, Service Fees and Resolution #4, Series 2022 Adopting 2023 Budget

Mr. Maness made a motion to adopt Resolution #4, Series 2022 – Adopting 2023 Budget and Revised Fee Schedule. Mrs. Muller seconded the motion. The vote was as follows:

Griglak	Maness	Roberts	Muller	Landreth
yes	yes	excused	yes	yes

- b. Resolution #5, Series 2022 Appropriation of 2023 Budget

Mrs. Muller made a motion to adopt Resolution #5, Series 2022 appropriating sums of money to various funds and accounts for the 2023 Budget. Mr. Maness seconded the motion. The vote was as follows:

Griglak	Maness	Roberts	Muller	Landreth
yes	yes	excused	yes	yes

- c. Resolution #6, Series 2022 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 2023.

Mr. Maness made a motion to adopt Resolution #6, Series 2022 Certification of Accounts to Montezuma County Treasurer for Collection. Mrs. Muller seconded the motion. The vote was as follows:

Griglak	Maness	Roberts	Muller	Landreth
yes	yes	excused	yes	yes

d. Resolution #7, Series 2022 Changes to District Rules and Regulations

Changes to the District Rules and Regulations

- Appendix B Service Fees – Increase the monthly service rate for 2023 to \$45.00 and approved through Resolution #4 Series 2022 Adopting 2023 Budget.

Mrs. Muller made a motion to adopt Resolution #7, Series 2022 Changes to the District Rules and Regulations. Mr. Maness seconded the motion. The vote was as follows:

Griglak	Maness	Roberts	Muller	Landreth
yes	yes	excused	yes	yes

- e. Approval to pay Candelaria Construction final Payment Application #3 in the amount of \$44,180.51. This invoice includes Change Order #2 for line adjustments.

Candelaria Construction has submitted final Payment Application #3 in the amount of \$44,180.51 for the City Park Sewer Replacement Project. This payment application includes Change Order #2 (line adjustments) in the amount of \$12,000. This project is now 100% complete.

Mr. Maness made a motion to approve the final payment and advertisement of Payment Application #3 in the amount of \$44,180.51, including Change Order #2 in the amount of \$12,000 for the City Park Sewer Replacement Project. Mrs. Muller seconded the motion. The vote was as follows:

Griglak	Maness	Roberts	Muller	Landreth
yes	yes	excused	yes	yes

7. OLD BUSINESS OF THE BOARD

a. Capital Improvement Plan

Catherine Carella, Scott Forrester and Chad Paulson of SGM Engineering presented the Capital Improvement Plan to the Board.

No action was taken.

8. BOARD INFORMATION


None

9. ADJOURNMENT

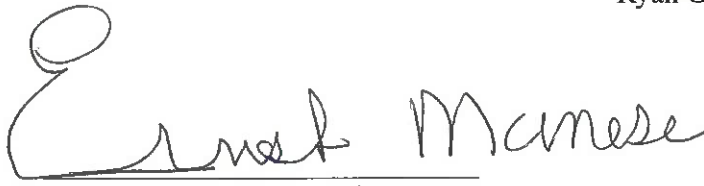
Having no further business to come before the Board, Mrs. Muller made a motion to adjourn. Mr. Maness seconded the motion. The vote was as follows:

Griglak	Maness	Roberts	Muller	Landreth
yes	yes	excused	yes	yes

The meeting adjourned at 6:50 p.m.



Ryan Griglak - President



Ernest Maness – Secretary/Treasurer