

**CORTEZ SANITATION DISTRICT  
REGULAR BOARD MEETING  
2908 SOUTH BROADWAY  
January 11, 2021  
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, Ryan Griglak, Leroy Roberts, Scott Story and Terri Muller. Also present were District Manager Jan Nelson, Collection System Supervisor Jim Webb and Plant Supervisor Peter Hayes. No one was in the audience.

**2. PULL FINANCIALS FROM THE CONSENT AGENDA**

Mr. Maness made a motion to pull the Financials from the Consent Agenda for discussion. Mr. Story seconded the motion. The vote was as follows:

Griglak	Maness	Roberts	Muller	Story
yes	yes	yes	yes	yes

The Board discussed asset management and future financial planning. No action was taken.

**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: December 14, 2020
- b. Approval of the Expense Vouchers

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

Griglak	Maness	Roberts	Muller	Story
yes	yes	yes	yes	yes

**4. AUDIENCE PARTICIPATION AND COMMUNICATION**

No one was in the audience.

**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. Resolution #1, Series 2021 Accepting Carpenter Area Sewer Replacement Project Construction

The Carpenter Area Sewer Replacement Project was completed April 2020 and was paid for through a grant and loan from the Department of Local Affairs (DOLA). This resolution is required by DOLA to close out our loan and grant.

Mr. Maness made a motion to approve Resolution #1, Series 2021 Accepting Carpenter Area Sewer Replacement Project Construction. Mrs. Muller seconded the motion. The vote was as follows:

Griglak	Maness	Roberts	Muller	Story
yes	yes	yes	yes	yes

- b. Designate the official posting place and the backup location for 24-hour notice of regular meetings of the Board of Directors for 2021

At the beginning of each year the board must officially designate the agenda posting place and meeting time and place for notice requirements. Currently the meeting place, time and agenda are posted on the Cortez Sanitation District's website, [cortezsanitation.com](http://cortezsanitation.com). This information is also posted on the front door of the District's office.

Currently the meeting place and time is at the District's office at 2908 S. Broadway on the second Monday of each month at 5:30 pm.

Mr. Story made a motion to approve the District's website as the official posting place for meeting times, location and agendas with the entrance door at the District office as a backup and the second Monday at 5:30 pm as the meeting date and time for regular meetings in 2021. Mr. Roberts seconded the motion. The vote was as follows:

Griglak	Maness	Roberts	Muller	Story
yes	yes	yes	yes	yes

## 7. OLD BUSINESS OF THE BOARD

- a. Approval to Continue Emergency Declaration

On March 25, 2020 the attorney for the Cortez Sanitation District recommended that Ms. Nelson file a Declaration of Local Disaster Emergency due to the COVID-19 Pandemic. This declaration gives Ms. Nelson extra flexibility and authority to do what is necessary during the period of the declared disaster.

Resolution 2 Series 2020 Declaration of Local Disaster Emergency was approved on March 30, 2020 and was valid until the next Regular Board Meeting on April 13, 2020. This resolution must be approved monthly at each Regular Board Meeting until canceled.

Mr. Maness made a motion to approve Resolution 2 Series 2020 Continuation of Declaration of Local Disaster Emergency. Mr. Roberts seconded the motion. The vote was as follows:

Griglak	Maness	Roberts	Muller	Story
yes	yes	yes	yes	yes

**8. BOARD INFORMATION**

None

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

a. Personnel Matters (Manager's 4 Year Evaluation)

Mr. Story made a motion to go into Executive Session Per Statute §24-6-402(4)(f) C.R.S. to discuss personnel matters. Mrs. Muller seconded the motion. The vote was taken as follows:

Griglak	Maness	Roberts	Muller	Story
yes	yes	yes	yes	yes

The meeting went into executive session at 6:45 p.m.

Mr. Story made a motion to return to regular session. Mrs. Muller seconded the motion. The vote was as follows:

Griglak	Maness	Roberts	Muller	Story
yes	yes	yes	yes	yes

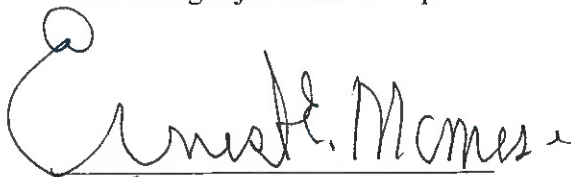
The meeting returned to regular session at 6:36 p.m.

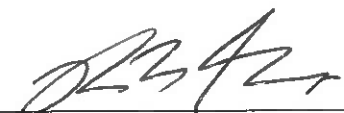
**10. ADJOURNMENT**

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

Griglak	Maness	Roberts	Muller	Story
yes	yes	yes	yes	yes

The meeting adjourned at 6:40 p.m.

  
Ernest Maness – Secretary/Treasurer

  
\_\_\_\_\_  
Ryan Griglak - President