Cortez Sanitation District

# Regular Board Meeting

**2908 South Broadway**

**December 9, 2024**

**5:30 p.m.**

## Call to order / opening pledge of allegiance/roll call

The meeting was called to order at 5:34 p.m. at the District Administrative Office by Board President Ryan Griglak. The Board members present were Terri Muller, Ernest Maness and via phone Leroy Roberts. Board Member Richard Landreth was absent. Also present were District Manager Jan Nelson, Collection System Supervisor Jim Webb, Collection System Assistant Rusty Burress and Plant Supervisor Peter Hayes.

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

* Griglak: Yes
* Maness: Yes
* Roberts: Yes
* Muller: Yes
* Landreth: N/A

## public hearings

* 1. Service Fees: Proposed Rate Increase for 2025

## Mr. Griglak opened the public hearing for comments. No one was in the audience. Mr. Griglak closed the public hearing.

* 1. 2025 Proposed Budget

## Mr. Griglak opened the public hearing for comments. No one was in the audience. Mr. Griglak closed the public hearing.

## Consent agenda

All 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.

1. Approval of Minutes

1. Regular Meeting: November 4, 2024

1. Approval of the Expense Vouchers

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

* Griglak: Yes
* Maness: Yes
* Roberts: Yes
* Muller: Yes
* Landreth: N/A

## Audience Participation and Communication

There was no one in the audience.

## Monthly Reports

* 1. Manager’s Report
	2. 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.

## Business Of The Board

* 1. Resolution #3, Series 2024 Adopting 2025 Budget and Revised Fee Schedules.

Mr. Maness made a motion to approve Resolution #3, Series 2024 Adopting 2025 Budget and Revised Fee Schedules. Mr. Roberts seconded the motion. The vote was as follows:

* Griglak: Yes
* Maness: Yes
* Roberts: Yes
* Muller: Yes
* Landreth: Excused
	1. Resolution #4, Series 2024 Appropriation of 2025 Budget

Mrs. Muller made a motion to approve Resolution #4, Series 2024 Appropriation of 2025 Budget. Mr. Maness seconded the motion. The vote was as follows:

* Griglak: Yes
* Maness: Yes
* Roberts: Yes
* Muller: Yes
* Landreth: Excused
	1. Resolution #5, Series 2024 Certification of Accounts to Montezuma County Treasurer for Collection

## The District must certify for collection, 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 2025.

Mr. Maness made a motion to approve Resolution #5, Series 2024 Certification of Accounts to Montezuma County Treasurer for Collection. Mrs. Muller seconded the motion. The vote was as follows:

* Griglak: Yes
* Maness: Yes
* Roberts: Yes
* Muller: Yes
* Landreth: Excused
	1. Resolution #6, Series 2024 Changes to Rules and Regulations of the District

## Changes to the District Rules and Regulations

Appendix A - Plant Investment Fee Schedule and Appendix B Monthly Service Fee Schedule that were approved through Resolution #3, Series 2024 Adopting 2025 Budget.

Mr. Roberts made a motion to adopt Resolution #6, Series 2024 Changes to the District Rules and Regulations. Mrs. Muller seconded the motion. The vote was as follows:

* Griglak: Yes
* Maness: Yes
* Roberts: Yes
* Muller: Yes
* Landreth: Excused

## Old Business of the Board

None

## Board Information

* 1. Wastewater Utility Appreciation Week

Governor Polis proclaimed December 2 – 6, 2024 as Wastewater Utility Appreciation Week.

## 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: Yes
* Maness: Yes
* Roberts: Yes
* Muller: Yes
* Landreth: Excused

The meeting was adjourned at 6:04 p.m.

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 Ryan Griglak - President

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Ernest Maness – Secretary/Treasurer