

**CORTEZ SANITATION DISTRICT  
SPECIAL BOARD MEETING  
2908 SOUTH BROADWAY  
September 18, 2023  
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 Terri Muller and Leroy Roberts. Also present were District Manager Jan Winfree and Plant Supervisor Peter Hayes.

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

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

**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: August 14, 2023
- b. Approval of the Expense Vouchers

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

Griglak	Maness	Roberts	Muller	Landreth
yes	excused	yes	yes	excused

**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 and Mr. Hayes.

**5. BUSINESS OF THE BOARD**

- a. Discussion and approval to pay Candelaria Construction, Inc. Pay Application #3 for the #23-01-SWS – Cedar Street Improvements Project in the amount of \$141,901.03.

Candelaria Construction, Inc. has submitted Pay Application #3 for the #23-01-SWS-Cedar Street Improvements Project in the amount of \$141,901.03.

Mrs. Muller made a motion to pay Candelaria Construction, Inc. for Pay Application #3 for the #23-01-SWS – Cedar Street Improvements Project in the amount of \$141,901.03. Mr. Roberts seconded the motion. The vote was as follows:

Griglak	Maness	Roberts	Muller	Landreth
yes	excused	yes	yes	excused

- b. Approval to pay Ramco Developments LLC Pay Application #3 for the 2022 Manhole Rehabilitation Project in the amount of \$63,540.75.

Ramco Developments LLC has submitted Pay Application #3 for the 2022 Manhole Rehabilitation Project in the amount of \$63,540.75.

Mr. Roberts made a motion to pay Ramco Developments LLC for Pay Application #3 for the 2022 Manhole Rehabilitation Project in the amount of \$63,540.75. Mrs. Muller seconded the motion. The vote was as follows:

Griglak	Maness	Roberts	Muller	Landreth
yes	excused	yes	yes	excused

**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	excused	yes	yes	excused

The meeting adjourned at 5:44 p.m.

  
\_\_\_\_\_  
Ryan Griglak – President

  
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Terri Muller – Vice President

**5. BUSINESS OF THE BOARD**

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Candelaria Construction, Inc. has submitted Pay Application #3 for the #23-01-SWS-Cedar Street Improvements Project in the amount of \$141,901.03.

Mrs. Muller made a motion to pay Candelaria Construction, Inc. for Pay Application #3 for the #23-01-SWS – Cedar Street Improvements Project in the amount of \$141,901.03. Mr. Roberts seconded the motion. The vote was as follows:

Griglak	Maness	Roberts	Muller	Landreth
yes	excused	yes	yes	excused

- b. Approval to pay Ramco Developments LLC Pay Application #3 for the 2022 Manhole Rehabilitation Project in the amount of \$63,540.75.

Ramco Developments LLC has submitted Pay Application #3 for the 2022 Manhole Rehabilitation Project in the amount of \$63,540.75.

Mr. Roberts made a motion to pay Ramco Developments LLC for Pay Application #3 for the 2022 Manhole Rehabilitation Project in the amount of \$63,540.75. Mrs. Muller seconded the motion. The vote was as follows:

Griglak	Maness	Roberts	Muller	Landreth
yes	excused	yes	yes	excused

**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	excused	yes	yes	excused

The meeting adjourned at 5:44 p.m.



Ryan Griglak – President

  
Terri Muller – Vice President