



Boxelder Sanitation District

REGULAR MEETING of the BOARD OF DIRECTORS

MINUTES

Thursday, 9:00 a.m.

January 19, 2023

Called to order at 9:08 a.m.

The meeting of the Boxelder Sanitation District Board of Directors was held at the Boxelder Sanitation District administration office located at 3201 E. Mulberry, Unit Q, Fort Collins, CO 80524. Mr. Dennis Gatlin acting as the Chair, with Mr. Brian Zick, acting as the Secretary, called the meeting to order.

Prior notice of the meeting was given in accord with §32-1-903 CRS.

1. Roll Call:

Directors Present: Mr. Dennis Gatlin, Chair
Mr. Andy Chismar, Vice Chair
Mr. Mike Lowry
Mr. Nick Armstrong
Mr. John Giuliano

Staff Present: Mr. Brian Zick, District Manager and Secretary to the Board
Ms. Bobbi Munn, Admin. Coordinator, out 11:11 a.m. to 11:35 a.m.
Ms. Colleen Cova, Finance Manager, out at 11:11 a.m.
Ms. Joy Davis, HR Manager, out at 11:11 a.m.
Mr. Noah Allison, Operations Manager, out at 11:11 a.m.
Mr. Gary Rapaich, Plant Operator, in at 9:26 a.m. out at 11:11 a.m.

District Counsel: Mr. Rick Zier

2. The pledge of allegiance was said. Roll was called and it was determined that a quorum was present.
3. Mr. Armstrong moved to adopt the agenda as presented. Motion seconded. Motion passed on roll call [5-0].
4. Public Comment: none.
5. Mr. Chismar moved to adopt the consent agenda and acknowledge staff Financial Reports, Development Report, and Contract Status. Motion seconded. Motion carried on roll call [5-0].
6. Mr. Zick presented the 2022 Summary to recap the accomplishments of the District.
7. Mr. Zick presented the 2023 Board of Directors Calendar of Discussion and Action items. A work session has been scheduled for February 23, 2023.

8. Mr. Lowry moved to designate the Boxelder Sanitation District website as the official posting site for District notices and agendas and the administrative office window as the backup physical location. Motion seconded. Motion carried on roll call [5-0].
9. Mr. Zick presented the monthly management report for December, which included updates on the finance department, human resources, regulations and legislation, capital projects and engineering studies, and development project updates.
10. Mr. Armstrong moved to go into Executive Session, at 11:14 a.m. per §24-6-402(4)(b) C.R.S. conferences with an attorney for the public entity for the purposes of receiving legal advice on specific legal questions and §24-6-402(4)(e) C.R.S., negotiations, and §24-6-402(4)(f) C.R.S. personnel matters. Motion seconded. Motion approved on roll call [5-0]. Ms. Munn, Ms. Cova, Mr. Allison, Mr. Rapaich, and Ms. Davis left the meeting. Session ended at 11:35 a.m.
11. Under New Business/ Director Comment, Mr. Armstrong presented information on the Alliance for Suicide Prevention and will provide staff with information on QPR training.
12. Mr. Chismar moved to adjourn the meeting following lunch. Motion seconded. Motion passed on roll call [5-0].

Meeting adjourned at 12:45 p.m.

These minutes were approved on the 16th day of February, 2023, by an action of the Board of Directors.

/s/ Dennis Gatlin
Chair of the Board

/s/ Brian Zick
Secretary to the Board