



Boxelder Sanitation District

SPECIAL MEETING of the BOARD OF DIRECTORS

MINUTES

Thursday, 9:00 a.m.

April 27, 2023

Called to order at 9:05 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. John Giuliano, in at 9:12 a.m.

Mr. Nick Armstrong

Directors Absent: Mr. Mike Lowry

Staff Present: Mr. Brian Zick, District Manager and Secretary to the Board

Ms. Bobbi Munn, Admin. Coordinator

Ms. Colleen Cova, Finance Manager

Ms. Joy Davis, HR Manager

Mr. Noah Allison, Operation Manager

District Counsel: Mr. Rick Zier

Guests: Ms. Annika Deming with WildRock, in 9:10 a.m. to 9:42 a.m.

Mr. Ray Lund with OnePointSync, in 9:43 a.m. to 10:35 a.m.

Mr. Nick Hoague with OnePointSync, in 9:43 a.m. to 10:35 a.m.

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 [3-0].
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 [3-0].
6. Ms. Deming with Wildrock shared a brief overview of past projects Wildrock has completed with the District and presented the 2023-24 Communications Strategy and Goals.

7. Mr. Lund with OnePointSync presented an overview of the I.T. and Cybersecurity Services they provide to the District, as well as improvements to the Cybersecurity that have been implemented over the last year.
8. Mr. Zick presented the monthly management report for March, which included updates on the Finance Department, Human Resources, Public Relations, Regulations and Legislation, Capital Projects and Engineering Studies, Waste Water Treatment Plant and Development Projects.
9. New Business/Director Comments: Mr. Gatlin would like to reschedule the May meeting From May 18, 2023 to May 24, 2023 at 9:00 a.m. at the 3201 E Mulberry, Unit Q location.
10. Mr. Armstrong moved to adjourn the meeting following lunch. Motion seconded. Motion passed on roll call [4-0].

Meeting adjourned at 12:24 p.m.

These minutes were approved on the 24th day of May, 2023, by an action of the Board of Directors.

/s/ Dennis Gatlin
Chair of the Board

/s/ Brian Zick
Secretary to the Board