



**REGULAR MEETING
of the
BOARD OF DIRECTORS**

MINUTES

Thursday 9:00 a.m.

April 20, 2017

Called to order at 9:06 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 Ms. Karen Reynolds, 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. Ray Piira, Treasurer, out at 12:35 pm
Mr. Bob Deitrick
Mr. John Giuliano

Staff Present: Ms. Karen Reynolds, District Manager and Secretary to the Board
Ms. Sue Lowe, Admin. Coordinator
Mr. Dave Lewis, Wastewater Mgr
Mr. Noah Allison, Operations Mgr

District Counsel: Mr. Rick Zier

Public Present: Mr. Brian Zick, Farnsworth Group, out at 10:57 am
Ms. Molly Janzen, Pinnacle Consulting, in at 12:30 pm
Mr. Steve Frank and Ms. Dian Frank, SDF Communications, Inc. out at 12:30 pm
2 District Customers

The pledge of allegiance was said. Roll was called and it was determined that a quorum was present.

3. Mr. Chismar moved to approve the agenda as presented. Motion seconded. Motion approved [5-0].
4. Mr. Piira moved to approve the minutes of the March 16, 2017 regular board meeting. Motion seconded. Motion approved [5-0].
5. Mr. Chismar moved to approve the minutes of the March 28, 2017 special board meeting for the Community Information Presentation. Motion seconded. Motion approved [5-0].

6. Brian Zick from Farnsworth Group presented an update of the plant expansion schedule. A planning work session was scheduled for May 2, 2017 at 9:00 am.
7. Ms. Reynolds presented the annual review of the 2016 consulting contracts. The board requested a proposal concerning adding in-house engineering staff.

Mr. Zick left the meeting.

8. A work session was tentatively planned for the last week of July to prepare for the 2018 Budget.
9. Mr. Allison presented information about purchasing a Vacuum Truck.
10. Brief discussions were held about the need for additional office and garage space, additional staffing, and the Public Officials Certificate available at the American Water Works Association Annual Conference.
11. Steve and Dian Frank, SDF Communications, Inc. presented a review and evaluation of the public outreach efforts.

The Franks left the meeting.

12. Operations updates and development status were presented.
13. Mr. Chismar moved to adjourn the meeting. Motion seconded. Motion approved [4-0].

Meeting adjourned at 12:46 pm.

These minutes were approved on the 11th day of May 2017, by an action of the Board of Directors.

/s/ Dennis Gatlin
Chair of the Board

/s/ Karen Reynolds
Secretary of the Board