



**REGULAR MEETING  
of the  
BOARD OF DIRECTORS**

**MINUTES**

Thursday 9:00 a.m.

February 16, 2017

Called to order at 9:02 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  
Mr. John Giuliano  
Mr. Bob Deitrick

Staff Present: Ms. Karen Reynolds, District Manager and Secretary to the Board  
Ms. Sue Lowe, Admin. Coordinator  
Mr. Dave Lewis, Chief ORC  
Mr. Noah Allison, Ops & Maint. Mgr

District Counsel: Mr. Rick Zier

Public Present: Ms. Molly Janzen, In at 11:41 am  
Mr. Steve Frank and Ms. Dian Frank, SDF Communications, Inc.  
District customers

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

2. Mr. Chismar moved to add item 5A to the agenda to set a public meeting date dependent on availability of space. Motion seconded. Motion approved [5-0].
3. Mr. Piira moved to approve the agenda as amended. Motion seconded. Motion approved [5-0].
4. Public Comment. Mr. Gatlin facilitated a question and answer period for District customers, board members and staff.
5. Mr. Chismar moved to schedule a community information meeting Tuesday, March 28, 2017 at 7:00 pm at a facility to be determined with an alternate date of Thursday, March 30, 2017. Motion seconded. Motion passed [5-0].

Mr. Gatlin called for a recess at 10:47 am. Meeting reconvened at 10:58 am.

6. Directors were provided with information about new email addresses.
7. Mr. Giuliano moved to reaffirm and confirm prior adoption of the 2017 rates and charges approved December 15, 2016, including rates and charges scheduled for implementation January 1, 2017 and March 1, 2017. Motion seconded. Motion approved unanimously [5-0].

Molly Janzen with Pinnacle Consulting joined the meeting.

8. Ms. Janzen presented preliminary financial statements for 2016. Discussion was held about timing and format for the financial statement.
9. Presented to the board was information on the District's contract status and disbursements for December.
10. Operations updates and development status were presented.
11. Discussion was held about public outreach and the possibility of offering tours of the wastewater treatment facility.
12. Mr. Piira moved to adjourn the meeting. Motion seconded. Motion approved [5-0].

Meeting adjourned at 12:46 pm.

These minutes were approved on the 16<sup>th</sup> day of March 2017, by an action of the Board of Directors.

/s/ Dennis Gatlin  
Chair of the Board

/s/ Karen Reynolds  
Secretary of the Board