



**SPECIAL MEETING
of the
BOARD OF DIRECTORS**

MINUTES

Tuesday 9:00 a.m.

October 24, 2017

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 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
Director Absent: Mr. Bob Deitrick
Staff Present: Ms. Karen Reynolds, District Manager and Secretary to the Board
Ms. Sue Lowe, Admin. Coordinator
Mr. Noah Allison, Operations Mgr
Mr. Dave Lewis, WWTP Mgr
Ms. Devon McCarty, Finance Mgr
Ms. Joy Davis, HR
Ms. Teri Jesser, Ops admin
District Counsel: Mr. Rick Zier
Public Present: Ms. Kristin Buck

2. 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 amended, adding New Business items E: New Vehicle Purchase and F: Reschedule November and December board meetings. Motion seconded. Motion approved [4-0].
4. Mr. Chismar moved to approve the minutes of the September 21, 2017 special board meeting. Motion seconded. Motion approved [4-0].
5. Ms. McCarty presented financial information for August and September. Ms. Reynolds reviewed long-term development contracts.
6. Ms. Reynolds presented the management report.

7. Mr. Chismar moved to approve and adopt the Rules and Regulations as presented today, effective January 1, 2018 contingent upon final EPA approval. Motion seconded. Motion approved [4-0].
8. It was the consensus of the board to decline an extension of the Water's Edge contract. Motion seconded. Motion passed [4-0]
9. Mr. Zick presented information on the CDPHE Pre-application meeting for the plant upgrade.
10. Mr. Giuliano moved to table the action for the mobile home park rate structure until a contract option was investigated. Motion seconded. Motion passed [4-0].
11. Mr. Chismar moved to accept the Petition for Inclusion for the Schrepel, Inc. parcels at 3309 S County Road 1, Larimer County, and approved the inclusion of the parcels into the District. Motion seconded. Motion approved [4-0].
12. Mr. Chismar moved to accept the Petition for Inclusion for the Luken parcel at 4809 E County Road 40, Larimer County, and approved the inclusion of the parcel into the District. Motion seconded. Motion approved [4-0].
13. Proposed changes to the miscellaneous Costs and Charges effective January 1, 2018 were presented.
14. No action was taken on the request for an additional office vehicle.
15. The board cancelled the regular meetings on Thursday, November 16, 2017 and Thursday, December 21, 2017. A special meeting is scheduled for Thursday, December 7, 2017 at 9:00 a.m.
16. Mr. Piira moved to adjourn the meeting following lunch. Motion seconded. Motion approved [4-0].

Meeting adjourned at 12:50 p.m.

These minutes were approved on the 7th day of November 2017, by an action of the Board of Directors.

/s/ Dennis Gattlin
Chair of the Board

/s/ Karen Reynolds
Secretary of the Board