



**REGULAR MEETING
of the
BOARD OF DIRECTORS**

MINUTES

Thursday 9:00 a.m.

March 15, 2018

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
Mr. Bob Deitrick

Staff Present: Ms. Karen Reynolds, District Manager and Secretary to the Board
Ms. Sue Lowe, Admin. Coordinator
Mr. Noah Allison, Operations manager
Mr. Dave Lewis, Wastewater manager
Ms. Teri Jesser, Ops Admin
Mr. Brian Zick, District Engineer

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. Piira moved to adopt the agenda as presented. Motion seconded. Motion passed [4-0].
4. Mr. Chismar moved to approve the minutes of the March 9, 2018 special board meeting as presented. Motion seconded. Motion approved [4-0].
5. Mr. Gatlin requested John Giuliano be contacted to see if he was available to participate in the board meeting. Staff was unable to contact him.
6. Ms. Reynolds presented the Financial Reports.
7. Ms. Reynolds, Mr. Allison, Mr. Lewis and Mr. Zick presented the Management Report including the treatment plant funding scenarios and the strategic planning progress report for March.

8. Mr. Piira congratulated Mr. Deitrick and Mr. Gatlin on their election to another term of office beginning at the May 2018 board meeting. Discussion was held about the process of appointments to fill vacancies on the board.
9. A draft of the "Policy on Qualifying Board Meetings for Director Compensation" was presented for discussion and board preferences for policy updating.
10. Mr. Piira moved to direct staff to edit the policy list by removing the items shown below.

Category	Sub-category	Description	Date of Origin
Finance	Assets	100 Year Depreciation (motion – not policy)	2006
Finance	Assets	Financial Sinking Fund (Reserve Fund) non-policy	1974
Development		Proposed Subdivisions (included in R&R)	2002
Development		Off-site WW Pumping Stations, lines, FMs (R&R)	2003
Finance	Billing	Commercial Use Properties - BSD Policy (R&R)	1993
Board		IT Support (memo, board motion – not policy)	2006
Development		Service Area definition - Position Paper	1997
Development		Capacity Policy (legal correspondence)	2003
Personnel	Benefits	On-call Emergency Pay (employee handbook)	2004

Motion seconded. Motion approved [4-0].

11. Mr. Chismar moved that the recently issued District debit cards be used in the interim until the Emergency Management Procurement Procedure is complete. Use of the debit cards to be when credit cards are at maximum and only for an emergency. Motion seconded. Motion passed [4-0].

Meeting recessed from 11:20 to 11:25. Mr. Lewis, Mr. Allison, Ms. Jesser and Mr. Zick left the meeting.

12. Mr. Chismar moved to go into executive session 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 to discuss possible litigation. Motion seconded. Motion approved [4-0].

13. Mr. Chismar moved to adjourn the meeting following lunch. Motion seconded. Motion passed [4-0].

Meeting adjourned at 1:15 p.m.

These minutes were approved on the 19th day of April 2018, by an action of the Board of Directors.

/s/ Dennis Gatlin
Chair of the Board

/s/ Karen Reynolds
Secretary of the Board