



**REGULAR MEETING
of the
BOARD OF DIRECTORS**

MINUTES

Thursday, 9:00 a.m.

December 20, 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 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. Ray Piira, Treasurer
Mr. John Giuliano
Mr. Bob Deitrick
Directors Absent: Mr. Andy Chismar, Vice Chair
Staff Present: Mr. Brian Zick, District Manager
Ms. Sue Lowe, Admin. Coordinator
Mr. Noah Allison, Operations Manager
Ms. Joy Davis, HR Manager
Ms. Devon McCarty, Finance Manager
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 accept the agenda as presented. Motion seconded. Motion passed [4-0].
4. Mr. Deitrick moved to approve the minutes of the November 15, 2018 regular board meeting. Motion seconded. Motion approved [4-0].
5. There was no public comment for the Wastewater Treatment Plant Expansion Public Hearing.
6. Mr. Zick and Ms. McCarty presented the financial reports ending November 30, 2018.
7. Mr. Zick and the management team presented administrative, operations, engineering and development activity for November. The schedule was presented for the State Revolving Fund loan application.

8. Mr. Giuliano moved to authorize the manager to enter into a contract with Raftelis for a System Development Study Update at a cost not to exceed \$18,165. Motion seconded. Motion approved [4-0].
9. Mr. Piira moved to adjourn the meeting following lunch. Motion seconded. Motion passed [4-0].

Meeting adjourned at 12:30 pm.

These minutes were approved on the 17th day of January, 2019, by an action of the Board of Directors.

/s/ Andy Chismar
Vice-Chair of the Board

/s/ Brian Zick
Secretary to the Board