



**REGULAR MEETING  
of the  
BOARD OF DIRECTORS**

**MINUTES**

Thursday, 9:00 a.m.

February 21, 2019

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 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. Andy Chismar, Vice Chair, in at 10:27  
Mr. Ray Piira, Treasurer  
Mr. Bob Deitrick  
Mr. John Giuliano

Staff Present: Mr. Brian Zick, District Manager  
Ms. Sue Lowe, Admin. Coordinator  
Ms. Devon McCarty, Finance Manager  
Ms. Joy Davis, HR 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 adopt the agenda as presented. Motion seconded. Motion passed [4-0].
4. Mr. Piira moved to approve the minutes of the January 17, 2019 regular board meeting. Motion seconded. Motion approved [4-0].
5. Mr. Piira moved to approve the minutes of the January 22, 2019 special board meeting with item number 4 modified to reflect discussion with Montava representatives. Motion seconded. Motion approved [4-0].
6. Mr. Zick and Ms. McCarty presented financial information and the draft 2018 year-end trial balance.
7. Mr. Zick presented administrative, operations, engineering and development activity for January. Mr. Chismar joined the meeting during the management report.
8. Ms. Davis presented a preference survey for a future retreat or workshop, for discussion at the March board meeting.

9. Information was presented about operational contracts and service providers.
10. Mr. Zick presented a draft 5-year budget and facilitated discussion about multi-year financial and strategic planning.
11. New Business: Discussion was held about annual reviews and measuring management performance.
12. Mr. Piira moved to adjourn the meeting following lunch. Motion seconded. Motion passed [5-0].

Meeting adjourned at 12:50 pm.

These minutes were approved on the 14<sup>th</sup> day of March, 2019, by an action of the Board of Directors.

/s/ Dennis Gallin  
Chair of the Board

/s/ Brian Zick  
Secretary to the Board