



REGULAR MEETING  
of the  
BOARD OF DIRECTORS

MINUTES

Thursday, 9:00 a.m.

June 20, 2019

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. Andy Chismar 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  
Mr. Ray Piira, Treasurer  
Mr. John Giuliano  
Staff Present: Mr. Brian Zick, District Manager  
Ms. Sue Lowe, Admin. Coordinator  
Mr. Noah Allison, Operations Manager  
Ms. Devon McCarty, Finance Manager  
Ms. Joy Davis, HR Manager  
Mr. Craig Hibbard, Plant Operator  
District Counsel: Mr. Rick Zier  
Guests 4 members of the public

2. The pledge of allegiance was said. Roll was called and it was determined that a quorum was present.
3. Mr. Piira adopt the agenda as presented. Motion seconded. Motion passed [4-0].
4. Mr. Piira moved to approve the minutes of the May 16, 2019 regular meeting. Motion seconded. Motion passed [4-0].
5. Mr. Zick and Ms. McCarty presented financial information.
6. Mr. Zick and Mr. Allison presented administrative, operations, engineering and development activity for May.
7. Mr. Chismar moved to authorize the District Manager to negotiate with the Town of Windsor and the developer of the Harmony Gardens site to provide temporary service for an out of District customer and to enter into approved agreements.

8. Mr. Steve Bolz from ACM presented the 2018 audit. Mr. Chismar moved to accept the 2018 Audit as presented. Motion seconded. Motion approved [4-0].
9. Discussion was held about implementation of the Affordable Housing Policy. Mr. Paul Herman representing Thrive Homebuilders joined the discussion. Mr. Herman left following the discussion.
10. Mr. Mark Carlson from T. Charles Wilson Insurance reviewed the District's insurance coverage for renewal and discussed coordination of Builder's Risk for the plant expansion project.
11. Discussion was held about filling the vacancy on the Board of Directors. Directors Andy Chismar and John Giuliano will facilitate filling the vacancy.
12. Mr. Giuliano moved to table agenda item 10C "Investment Policy Update" to the July 18<sup>th</sup> meeting. Motion seconded. Motion approved [4-0].
13. Mr. Giuliano moved to approve Amendment No. 1 to standard form of agreement between Burns & McDonnell Engineering Company, Inc. and Boxelder Sanitation District. Motion seconded. Motion passed [4-0].
14. Mr. Chismar moved to adjourn the meeting following lunch. Motion seconded. Motion passed [4-0].

Meeting adjourned at 1:30 pm.

These minutes were approved on the 18<sup>th</sup> day of July, 2019, by an action of the Board of Directors.

/s/ Dennis Gatlin  
Chair of the Board

/s/ Brian Zick  
Secretary to the Board