



**REGULAR MEETING
of the
BOARD OF DIRECTORS**

MINUTES

Thursday, 9:00 a.m.

October 17, 2019

Called to order at 9:00 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, out at 11:48 a.m.
Mr. Ray Piira, Treasurer
Mr. Nate Miller
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
Ms. Ava Spain, Accounting Specialist
District Counsel: Mr. Rick Zier
Guests: Representative from Sunflower Community 10:08 – 11:14

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 [5-0].
4. Mr. Chismar moved to approve the minutes of the September 26, 2019 special meeting as presented. Motion seconded. Motion passed [5-0].
5. Mr. Piira moved to approve the minutes of the October 4, 2019 special meeting as presented. Motion seconded. Motion passed [5-0].
6. Mr. Zick and Ms. McCarty presented financial information and the balance sheets for August.

7. Mr. Zick and Mr. Allison presented administrative and operations activity for September. Development and treatment plant expansion information was postponed until after the Budget presentation.
8. The proposed 2020 Budget was presented and discussed. The Board solicited comments from the management of the Sunflower Community. Staff was requested to provide longer term projections for the rate adjustments discussed.

Mr. Chismar left the meeting.

9. Mr. Zick presented updates on development projects and the WWTP expansion project.
10. Mr. Miller moved to accept the proposed change order (Amendment #2) for Burns & McDonnell Engineering in the amount of \$62,700 for fire system changes and permit acquisition for the WWTP expansion project. Motion seconded. Motion approved [4-0].
11. Mr. Piira moved to adjourn the meeting following lunch. Motion seconded. Motion passed [4-0].

Meeting adjourned at 1:10 pm.

These minutes were approved on the 21st day of November, 2019, by an action of the Board of Directors.

/s/ Dennis Gatlin

Chair of the Board

/s/ Brian Zick

Secretary to the Board