



Boxelder Sanitation District

SPECIAL MEETING of the BOARD OF DIRECTORS

MINUTES

Thursday, 9:00 a.m.

June 18, 2020

Called to order at 9:09 a.m.

Due to the current Safer-At-Home Order for the COVID-19 emergency response, the meeting of the Boxelder Sanitation District Board of Directors was conducted electronically. 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
Mr. John Giuliano, Treasurer
Mr. Nate Miller
Mr. Nick Armstrong

Staff Present: Mr. Brian Zick, District Manager and Secretary to the Board
Ms. Sue Lowe, Admin. Coordinator
Mr. Noah Allison, Operations Manager
Ms. Devon McCarty, Finance Manager
Ms. Joy Davis, HR Manager

District Counsel: Mr. Rick Zier

Guests: Christine McLeod, Haynie & Co., Auditors

2. The pledge of allegiance was said. Roll was called and it was determined that a quorum was present.
3. Mr. Chismar moved to accept the agenda as amended to move item 10A, Audit Presentation to follow acceptance of agenda. Motion seconded. Motion passed on roll call [5-0].
4. Ms. Christine McLeod with Haynie & Co. presented the draft of the 2019 Audit.
5. Mr. Chismar moved to accept the 2019 Audit to include the minor corrections presented during the discussion. Motion seconded. Motion carried on roll call [5-0].
6. Mr. Chismar moved to approve the minutes of the May 21, 2020 special meeting as presented. Motion seconded. Motion passed on roll call [5-0].
7. There was no public comment.

8. Mr. Zick and Ms. McCarty presented the contract status and disbursement reports for May.
9. Mr. Zick, Ms. McCarty and Mr. Allison presented administrative, operations, treatment plant and development activity for May including an update of the treatment plant expansion potential contingency items.
10. Mr. Zick reviewed the budget appropriations revisions on second reading of a possible budget resolution due in part to the COVID-19 emergency response adjustments to monthly service charges and postponement of rehabilitation projects.
11. Mr. Chismar moved to approve Resolution 2020-06-18 *"REVISION APPROPRIATIONS DUE TO REDUCED REVENUES THAT ARE LOWER THAN ANTICIPATED IN THE ORIGINAL APPROVED BUDGET AND REFLECTING RESULTANT CHANGES IN THE BUDGET"*. Motion seconded. Motion approved on roll call [5-0].
12. Directors discussed options for email communications.
13. Mr. Chismar moved to adjourn the meeting. Motion seconded. Motion passed [5-0].

Meeting adjourned at 12:05 p.m.

These minutes were approved on the 16th day of July, 2020, by an action of the Board of Directors.

/s/ Dennis Gatlin
Chair of the Board

/s/ Brian Zick
Secretary to the Board