



**REGULAR MEETING  
of the  
BOARD OF DIRECTORS**

**MINUTES**

Thursday, 9:00 a.m.

April 18, 2019

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Called to order at 9:03 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  
Mr. Ray Piira, Treasurer  
Mr. John Giuliano, out at 1:19  
Mr. Bob Deitrick

Staff Present: Mr. Brian Zick, District Manager  
Ms. Sue Lowe, Admin. Coordinator  
Mr. Noah Allison, Operations Manager  
Ms. Devon McCarty, Finance Manager out at 12:32  
Ms. Joy Davis, HR Manager  
Mr. Justin Bodkins, Plant Operator  
Mr. Jared Aragon, Locator & Collections Operator

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. Chismar moved to amend the agenda to consider item 10-A, SRF/WWTP Contract after 10-C Reserve Funds. Motion seconded. Motion passed [5-0].
4. Mr. Zick and Ms. McCarty presented financial information and progress on the 2018 audit.
5. Mr. Zick and Mr. Allison presented administrative, operations, engineering and development activity for March. Discussion included continuing communications with the City of Fort Collins about future long-range cooperative planning.

Meeting recessed 11:15 to 11:24.

6. Mr. Zick presented a draft of the Raftelis Technical Memorandum for the review of the Plant Investment Fee. Mr. Piira moved to engage Raftelis to conduct further financial studies in accordance with the April 10, 2019 proposal. Motion seconded. Motion approved [5-0].

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7. Mr. Chismar moved to also engage Raftelis to evaluate the impact the exclusion of the proposed Montava development may have on the District, for a fee not to exceed \$15,000 and for the District Manager to execute the contract. Motion seconded. Motion passed [5-0].

Meeting recessed for lunch 11:58 – 12:15.

8. Mr. Chismar moved to adopt Resolution 2019-04-18 *A Resolution of the Board of Directors of Boxelder Sanitation District, acting by and through its water activity enterprise approving a loan from the Colorado Water Resources and Power Development Authority; Authorizing the form and execution of the loan agreement and a governmental agency bond to evidence such loan; authorizing the execution and delivery of documents related thereto; and prescribing other details in connection therewith.* Motion seconded. Motion approved [5-0].
9. Mr. Giuliano moved that the Board authorizes the District to enter into a loan agreement not to exceed \$29,000,000 and authorizes the Chair to sign the loan documents. Motion seconded. Motion approved [5-0].
10. Discussion was held about allocating revenues to Reserve Funds.
11. Mr. Piira moved to adjourn the meeting. Motion seconded. Motion passed [4-0].

Meeting adjourned at 1:46 pm.

These minutes were approved on the 16<sup>th</sup> day of May, 2019, by an action of the Board of Directors.

/s/ Andy Chismar  
Dennis Gatlin  
Vice-Chair of the Board

/s/ Brian Zick  
Secretary to the Board