



Boxelder Sanitation District

REGULAR MEETING of the BOARD OF DIRECTORS

MINUTES

Thursday, 9:00 a.m.

February 20, 2020

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
Mr. Ray Piira, Treasurer
Mr. Nate Miller, out at 12:46

Director Absent: Mr. John Giuliano

Staff Present: Mr. Brian Zick, District Manager
Ms. Sue Lowe, Admin. Coordinator
Ms. Joy Davis, HR Manager
Ms. Devon McCarty, Finance 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 accept the agenda as amended to include the proposed Intergovernmental Agreement with WildWing Metro District #5 for Item 10 E. Motion seconded. Motion passed [4-0].
4. Mr. Chismar moved to approve the minutes of the January 16, 2020 regular meeting as presented. Motion seconded. Motion passed [4-0].
5. Mr. Piira moved to approve the minutes of the January 31, 2020 special meeting as presented. Motion seconded. Motion passed [4-0].
6. Mr. Zick and Ms. McCarty presented the draft financial information and balance sheet for December.
7. Mr. Zick presented administrative, operations, treatment plant and development activity for January.

Mr. Gatlin stepped out temporarily.

8. Mr. Piira moved to approve the WWTP Expansion Project Change Order No. 3 in the amount of \$394,539 to the standard form of agreement between Boxelder Sanitation District and Moltz Construction, Inc. Motion seconded. Motion passed [3-0].
9. Mr. Chismar moved to accept the petition for inclusion for Poudre Valley Cooperative Association, Inc. Motion seconded. Motion approved [4-0].
10. Mr. Piira moved to approve the Intergovernmental *Agreement Concerning Maintenance of Wastewater Pump Station and Service Line* between Boxelder Sanitation District and WildWing Metropolitan District No. 5.

Board recess 12:00 to 12:10 pm.

11. Mr. Zick facilitated discussion about the communication plan and strategic planning for 2020.

Mr. Miller left the meeting.

12. A Special Meeting was scheduled for March 2, 2020, 9:00 am.
13. New Business: The lot drawing for the special district election is scheduled for March 4th at 12:00 pm.
14. Mr. Chismar moved to adjourn the meeting. Motion seconded. Motion passed [3-0].

Meeting adjourned at 1:18 p.m.

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

/s/ Dennis Gatlin
Chair of the Board

/s/ Brian Zick
Secretary to the Board