



# Boxelder Sanitation District

## SPECIAL MEETING of the BOARD OF DIRECTORS

### MINUTES

Thursday, 9:00 a.m.

September 17, 2020

---

#### Called to order at 9:05 a.m.

Due to the current COVID-19 emergency response, the meeting of the Boxelder Sanitation District Board of Directors was conducted both in-person and 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, out at 11:50  
Mr. Nick Armstrong, out at 11:50  
Mr. Nate Miller

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

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 accept the agenda as presented. Motion seconded. Motion passed on roll call [5-0].
4. Mr. Chismar moved to approve the minutes of the August 20, 2020 special meeting. Motion seconded. Motion carried on roll call [5-0].
5. There was no public comment.
6. Mr. Zick and Ms. McCarty presented the draft financial statements, contract status and disbursement reports for August.
7. Mr. Zick and Mr. Allison, presented administrative, operations, treatment plant and development activity for August.

8. Mr. Chismar moved to approve Resolution 2020-09-17-01 Delegating Authority to District Manager. Motion seconded. Motion approved on roll call [5-0].
9. Mr. Chismar moved to approve entry into a contract for the **Emergency Repair Work for Lincoln Avenue Sewer** with Connell Resources, Inc. for \$106,386 with a contingency of \$26,597 and to authorize the Board Chair to sign the contract documents. Motion seconded. Motion passed on roll call [5-0].
10. The *Policy on Investing District Funds* was reviewed by the board per policy directive.
11. The update to the Emergency Preparedness Plan tabled from the August meeting was reviewed.
12. Mr. Miller moved to adjourn the meeting following lunch. Motion seconded. Motion passed [5-0]. Mr. Giuliano and Mr. Armstrong left the meeting.

Meeting adjourned at 12:36 p.m.

These minutes were approved on the 15<sup>th</sup> day of October, 2020, by an action of the Board of Directors.

/s/ Dennis Gatlin  
Chair of the Board

/s/ Brian Zick  
Secretary to the Board