



Boxelder Sanitation District

REGULAR MEETING of the BOARD OF DIRECTORS

MINUTES

Thursday, 9:00 a.m.

January 21, 2021

Called to order at 9:07 a.m.

Due to the current 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, in at 9:26 am
Mr. Nick Armstrong
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
Ms. Joy Davis, HR Manager
Mr. Craig Hibbard, Plant Manager 10:54 – 11:17 am

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 [4-0].
4. Mr. Chismar moved to approve the minutes of the December 17, 2020 special meeting as presented. Motion seconded. Motion carried on roll call [4-0].
5. Public Comment – none
6. Mr. Zick and Ms. McCarty presented financial statements for November, preliminary statements for December, and the contract status and disbursement reports for December.

7. Mr. Zick presented administrative, operations, treatment plant and development activity for December.
8. Mr. Chismar moved to authorize the district manager to sign the *Administrative Order for Compliance* from the EPA for the District industrial pretreatment program. Motion seconded. Motion carried on roll call [5-0].
9. Mr. Zick presented a summary of 2020 District activities and board meetings.

Mr. Craig Hibbard, Plant Manager, joined the meeting.

10. Mr. Hibbard presented an update of the Wastewater Treatment Plant Operations including expected future discharge permit regulations.
11. Mr. Chismar moved to designate the Boxelder Sanitation District website as the official posting site for District notices and agendas, and the administrative office window as the backup physical location. Motion seconded. Motion passed on roll call [5-0].
12. Mr. Chismar moved to adjourn the meeting. Motion seconded. Motion passed [5-0].

Meeting adjourned at 11:37 a.m.

These minutes were approved on the 18th day of February, 2021, by an action of the Board of Directors.

/s/ Dennis Gatlin
Chair of the Board

/s/ Brian Zick
Secretary to the Board