



Boxelder Sanitation District

SPECIAL MEETING of the BOARD OF DIRECTORS

MINUTES

Thursday, 9:00 a.m.

July 22, 2021

Called to order at 9:04 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. John Giuliano, Treasurer
Mr. Nate Miller

Directors Absent: Mr. Nick Armstrong, excused

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

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 June 17, 2021 regular meeting as presented. Motion seconded. Motion carried [4-0].
5. Public Comment – none
6. **Public Hearing** for Rules and Regulations Industrial Pretreatment Program update: Mr. Gatlin opened the meeting to public comment on the proposed changes to the District Rules and Regulations, including the update to the Enforcement Response Plan. Mr. Zick reported that no comments had been received by the District in writing, electronic transmission or phone, and that no members of the public were in attendance.

7. Financial statements, contract status and disbursement reports for June were presented.
8. Mr. Zick and Mr. Allison presented administrative, operations, treatment plant and development activity for June.
9. Mr. Zick and Ms. McCarty facilitated discussion about placing a ceiling limit on credit card charges for sewer services. The Board will revisit the subject at the August meeting and requests affected customers be invited to comment.
10. A general timeline for 2022 Budget process was presented.
11. The elements of the Strategic Plan were reviewed. It was the consensus of the Board that further review and revision be postponed until after the Special District election in May 2022.
12. Mr. Miller moved to adjourn the meeting. Motion seconded. Motion passed [4-0].

Meeting adjourned at 11:37 a.m.

These minutes were approved on the 19th day of August, 2021, by an action of the Board of Directors.

/s/ Dennis Gatlin
Chair of the Board

/s/ Brian Zick
Secretary to the Board