



Boxelder Sanitation District

REGULAR MEETING of the BOARD OF DIRECTORS

MINUTES

Thursday, 9:00 a.m.

November 18, 2021

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. John Giuliano, Treasurer
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. Joy Davis, HR Manager
Ms. Colleen Cova, Finance Manager
Ms. Bobbi Munn, Accounting Tech. - AP

District Counsel: Mr. Rick Zier

Guest: Mr. Landon Hoover, Hartford Homes

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. Motion seconded. Motion passed on roll call [5-0].
4. Mr. Chismar moved to approve the minutes of the October 21, 2021 regular meeting as presented. Motion seconded. Motion carried on roll call [5-0].
5. Public Comment: Mr. Landon Hoover from Hartford Homes presented information about the proposed Bloom development.
6. Mr. Zick presented the financial statements, contract status and disbursement reports for October.

7. Mr. Zick and Mr. Allison presented public relations, operations, treatment plant, industrial pretreatment, and development activity for October. It was noted that the CIPP project could experience delays due to the COVID-19 related staffing concerns.
8. Mr. Zick presented the proposed 2022 Budget including 5-year look ahead.
9. Mr. Miller moved to adopt *Resolution 2021-11-18-01 Adopt Budget for Calendar Year 2022*. Motion seconded. Motion approved on roll call [5-0].
10. Information was presented about the May 3, 2022 Special District Election.
11. Mr. Chismar moved to adopt *Resolution 2021-11-18-03 Appointing a Designated Election Official and Authorizing Designated Election Official to Conduct Election*. Motion seconded. Motion carried on roll call [5-0].
12. Mr. Miller moved to adopt *Resolution 2021-11-18-04 Election Resolution for 2022 Regular Special District Election for Boxelder Sanitation District* for a polling place election. Motion seconded. Motion approved on roll call [5-0].
13. Following a text revision by counsel, Mr. Chismar moved to adopt *Resolution 2021-11-18-02 Appropriate Sums of Money for Budget Year 2022*. Motion seconded. Motion passed on roll call [5-0].
14. The board meeting schedule for 2022 was presented. Mr. Armstrong requested it be noted on the schedule that the Public Comment portion is near the start time of the meetings. It was decided to reschedule meetings with conflicts closer to the dates of the meetings.
15. New Business: A work session was scheduled for February 3, 2022 at 5:00 pm.
16. Mr. Chismar moved to adjourn the meeting following lunch. Motion seconded. Motion passed [5-0].

Meeting adjourned at 12:12 p.m.

These minutes were approved on the 16th day of December, 2021, by an action of the Board of Directors.

/s/ Dennis Gatlin
Chair of the Board

/s/ Brian Zick
Secretary to the Board