



Boxelder Sanitation District

REGULAR MEETING of the BOARD OF DIRECTORS

MINUTES

Thursday, 9:00 a.m.

February 15, 2024

Called to order at 9:10 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. Nick Armstrong
Mr. Mike Lowry
Mr. John Giuliano

Staff Present: Mr. Brian Zick, District Manager and Secretary to the Board
Ms. Bobbi Munn, Admin. Coordinator
Ms. Colleen Cova, Finance Manager
Mr. Noah Allison, Operations Manager
Ms. Joy Davis, HR Manager
Mr. Craig Hibbard, WWTP Manager, out at 10:36 a.m.
Ms. Lori Garcia Sander, Candidate for House District 65

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 adopt the agenda as presented. Motion seconded. Motion passed on roll call [5-0].
4. Public Comment: Ms. Lori Garcia Sander, candidate for State Representative - House District 65 introduced herself, shared her goals, and expressed her interest in learning more about Boxelder Sanitation District as a utility in the middle of House District 65.
5. Mr. Armstrong moved to adopt the consent agenda and acknowledge staff Financial Reports, Development Report, and Contract Status. Motion seconded. Motion carried on roll call [5-0].
6. Mr. Hibbard presented an update on the Wastewater Treatment Plant, including updates on permits and testing, completed projects in 2023, as well as upcoming projects for 2024.

7. Ms. Davis presented a Human Resources update, focusing on Compensation and Benefits review.
8. Mr. Lowry moved to approve an Intergovernmental agreement, with corrections, with South Fort Collins Sanitation District regarding change of sanitary sewer provider and direct the Chair of the Board of Directors to sign the agreement. Motion seconded. Motion passed on roll call [5-0].
9. Mr. Zick presented the monthly management report for January, which included updates on Financial Planning, Industrial Pretreatment, and Wastewater Treatment Plant Capital Projects.
10. Mr. Chismar moved to adjourn the meeting following lunch. Motion seconded. Motion passed on roll call [5-0].

Meeting adjourned at 12:51 p.m.

These minutes were approved on the 21st day of March 2024, by an action of the Board of Directors.

/s/ Dennis Gatlin
Chair of the Board

/s/ Brian Zick
Secretary to the Board