

**REGULAR MEETING
of the
BOARD OF DIRECTORS**

MINUTES

Thursday, 9:00 a.m.

17 January 2008

Called to order at 9:01 a.m.

The meeting of the Boxelder Sanitation District Board of Directors was held at the Boxelder Sanitation District administrative office located at 3201 E. Mulberry, #Q, Fort Collins, CO 80524. Mr. Gordon Woelfle, acting as the Vice-Chair with Mr. Fred Walker acting as 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. Gordon Woelfle, Vice-Chairman
Mr. Stephen Pink, Treasurer
Mr. Scott Taylor
Mr. Les Gelvin

Others Present: Mr. Fred Walker, Secretary, General Manager
Ms. Pat Mathena, Assistant Manager and Controller
Mr. Randy Siddens, District Engineer, in at 12:58 pm
Mr. Rick Zier, District counsel, out at 11:45 am
Ms. Cindy McCrery, property owner, 10:01-11:44 am
Mr. Mike Morrill, tenant, 10:01-11:44 am
Mr. Robert Dean, property owner, 10:01-11:44 am
Ms. Chris Olson, property owner (Don Dieckman) representative,
10:06-11:44 am
Mr. Harry Peer, tenant, in 10:12-11:05 am and 11:35-11:40 am
Mr. Jerry Barcelona, Collection System and Plant Maintenance
Operator, Health and Safety Officer, 11:46 am – 12:06 pm

Roll was called and it was determined that a quorum was present.

2. Mr. Taylor moved to call an executive session per §24-6-402(4)(b) for conference with attorney for the District for the purposes of receiving legal advice on specific legal questions. Motion seconded. Motion passed unanimously [4-0-0] at 9:03 am.

The executive session ended at 9:59 am. Mr. Rick Zier, legal counsel to the Board, provided a signed written statement (attached) that no record or electronic recording

of the executive session was kept because such discussion constituted privileged attorney-client communication.

Public comment: Ms. McCrery, Mr. Morrill, and Mr. Dean joined the meeting. Ms. Olson and Mr. Peer joined the discussion in progress as they arrived. Public comment was received from the public on the topics of multi-unit single meter non-residential billing charges, administrative set-up charges, delinquent billing charges, industrial pretreatment program and disconnections.

3. Mr. Taylor moved to establish a committee of district users to prepare a formal alternative billing proposal for multi-user single meter buildings and submit it to the board. Motion seconded. Motion passed [3-1-0].

Ms. McCrery, Mr. Morrill, Mr. Dean, Ms. Olson and Mr. Peer left the meeting. Mr. Zier also left. Mr. Barcelona joined the meeting.

4. Mr. Gelvin moved to authorize staff to purchase a trailer mounted pump and related plumbing for not more than \$32,000. Motion seconded. Motion passed unanimously [4-0-0].
5. Mr. Pink moved to approve the minutes of the 20 December 2007 regular meeting. Motion seconded. Minutes approved as presented [4-0-0].
6. Mr. Gelvin moved to adopt the pump station surcharges as presented below, effective January 1, 2008, and staff to notify affected customers of the pump station surcharge adjustment.

Address	Pump Station	Pump Station Surcharge
Residential	RAPS	\$8.35
Commercial: 3832 S I-25	RAPS	\$33.05
Commercial: 5925 Harmony Rd	RAPS WMPS	443.33
Commercial: 4148 Main St.	RAPS	\$25.14
Commercial	EMPS	\$1.83

Motion seconded. Motion passed unanimously [4-0-0].

7. Financial Information:
Presented to the board was information on financial status, inflow and outflow of funds, and growth in customer base:
 - Cash and Cash Equivalents as of 31 December 2007;
\$2,171,126.98 Ending Cash, 30 November 2007
186,536.23 December Receipts
-153,138.59 December Cash Disbursements
\$2,204,524.62 Ending Cash, 31 December 2007
 - Details of revenues, including components of cash received monthly, monthly sewer billings and # of sewer accounts, current monthly charges – comparison by user class, delinquent billings, fee revenues, and WDR receipts were presented.

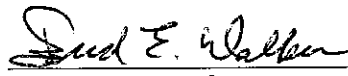
- Details of outflow of funds were presented; including contract status, contingent commitments, purchase orders, credit card detail, and cash disbursement listings for the month ended 31 December 2007.
 - Financial statements for the eleven months ended 30 November 2007 were presented at the meeting. Total net assets (graph), cash flow (graph) and financial ratios were presented.
 - Growth related information of WDRs purchased in different subdivisions, SDCs collected/WDRs sold, new property accounts and estimated population equivalents and treatment plant capacities were presented. Also presented was a 1990-2007 capital revenues (SDC) graph.
8. Operations: Information on the treatment plant, industrial pretreatment program, wastewater collection system, and administration operations for December 2007 was presented.
9. Information Transfer:
- Update on HDPE pipe repair
 - Update on District permit
 - District Project Update:
 - Operations related projects: Emergency generator, included lands map, electronic record-keeping, rate study spreadsheet.
 - Intergovernmental projects: Poudre river floodplain regulations, City request for easement on Boxelder land, Town of Timnath sanitary sewer master-planning for Timnath's GMA.
 - Development Projects: Rest area force main relocation, Drake interceptor collection system utility plan; Drake interceptor-phases 1, 2, 3, 4 and 5, Timnath reservoir lift station and force main.
 - Development information.
 - Articles/Information of Interest
 - "Industry News – Big Hikes in Water Rates Are on Tap," *Water Environment Federation*, 12/28/07, USA Today, http://www.wef.org/CmsWEF/Pages/News/StoryPage.aspx?story_id=113216885&ID=wef&Section=Industri...
10. Mr. Pink moved to adjourn the meeting. Motion seconded. Motion passed unanimously [4-0-0].

Meeting adjourned at 1:45 pm.

These minutes were approved on the 21 day of February, 2008 by an action of the Board of Directors.



Gordon Woelfle, Vice-Chairman of the Board
Les Gelvin



Fred E. Walker, Secretary

TO: Board of Directors of Boxelder Sanitation District
FROM: Rick Zier, Counsel to the Board
RE: Executive Session of the Board, January 17, 2008, at 9:03 a.m.
DATE: January 17, 2008

No record of the executive session (including electronic recording or otherwise) held on January 17, 2008 at 9:03 a.m. was kept because the discussion of the proposed contract constituted privileged attorney-client communication. §24-6-402(4)(F), C.R.S.

SIGNATURE: Richard Zier
DATE: 1/17/08