
RECORD OF PROCEEDINGS

MINUTES OF THE SPECIAL MEETING OF BOXELDER BASIN REGIONAL STORMWATER AUTHORITY

HELD
January 7, 2022

The Board of Directors of the Boxelder Basin Regional Stormwater Authority held a special meeting, open to the public, via videoconference at 12:00 p.m. on Friday, January 7, 2022. Notice of the Meeting was duly posted.

ATTENDANCE:

Directors in Attendance: (Via Teleconference)

Richard Seaworth, President
Eric Tracy, Treasurer
Theresa Connor, Secretary
Jeni Arndt, Director

Directors Absent but Excused:

Tim Singewald, Director

Also in Attendance: (Via Teleconference)

Shannon McEvoy, Kirsten Starman, Brendan Campbell, and Krystin Campion;
Pinnacle Consulting Group, Inc.
Matt Poznanovic; Hayes Poznanovic Korver LLC
Patti Garcia; City of Wellington
Mark Peterson; Larimer County
Eric Fuhrman; Town of Timnath Engineer
Roland Tremble; Connell Resources
James Newberry; Benesch
Marshall Haworth, Wright Water Engineers

CALL TO
ORDER

The Meeting was called to order at 12:05 p.m. by Director Seaworth, noting that a quorum was present.

AGENDA

The agenda was amended to add Item VI. A. Discussion and Approval of Storm Water Permit Officer and Designation of Responsible Owner. The Board reviewed the agenda. The agenda was accepted as amended.

APPROVAL OF
MINUTES

The minutes of the October 11, 2021 Special Meeting were presented for the Board's consideration and approval. Upon motion duly made by Director Connor, seconded by Director Arndt, and upon vote, it was unanimously

RESOLVED to approve the minutes of the October 11, 2021 Special Meeting.

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PUBLIC
COMMENT

No public comments were brought before the Board.

OPERATIONAL MATTERS

Service Agreement with Benesch for Construction Management Services.: Ms. Starman presented a service agreement with Benesch for Board consideration. Upon motion duly made by Director Connor, seconded by Director Tracy, it was unanimously

RESOLVED to approve a service agreement with Benesch for Construction Management Services related to the ESDF Project for the scope and fee identified in the proposal labeled Option 1.

Service Agreement with Wright Water Engineers, Inc. for Water Monitoring and Observation Services.: Ms. Starman presented a service agreement with Wright Water Engineers, Inc. for Board consideration. Upon motion duly made by Director Tracy, seconded by Director Connor, it was unanimously

RESOLVED to approve a service agreement with Wright Water Engineers, Inc. for Water Monitoring and Observation Services related to the ESDF Project.

Service Agreement with Earth Engineering Consultants for Water Monitoring.: Ms. Starman presented a service agreement with Earth Engineering Consultants for Board consideration. Upon motion duly made by Director Connor, seconded by Director Tracy, it was unanimously

RESOLVED to approve a service agreement with Earth Engineering Consultants for Water Monitoring related to the ESDF Project.

Service Agreement with HydroGeo Resources, PLLC for Surface Water Monitoring.: Ms. Starman presented a service agreement with HydroGeo Resources, PLLC for Board consideration. Upon motion duly made by Director Connor, seconded by Director Tracy, it was unanimously

RESOLVED to approve a service agreement with HydroGeo Resources, PLLC for Surface Water Monitoring.

LEGAL ITEMS

There were no legal items presented.

FINANCIAL ITEMS

2021 Auditor: Mr. Campbell discussed with the Board the Adams Group for the 2021 Audit. Following review and discussion and upon motion duly made by Director Connor, seconded by Director Tracy, it was unanimously

RESOLVED to approve the Adams Group for the 2021 Audit.

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AUTHORITY MANAGER
ITEMS

Addendum with Pinnacle Consulting Group, Inc.: Ms. Starman presented an Addendum with Pinnacle Consulting Group, Inc. for Project Administration Services related to the ESDF project. Following review and discussion the Board directed Pinnacle Consulting Group, Inc. to reallocate Base Services time already in the 2022 budget to a Capital Project in order to meet project requirements.

OTHER MATTERS

Storm Water Permit Officer and Designation of Responsible Owner: Mr. McEvoy discussed with the Board the requirement of appointing a Storm Water Permit Officer and Designation of Responsible Owner. Following review and discussion and upon motion duly made by Director Tracy, seconded by Director Connor, it was unanimously

RESOLVED to approve Richard Seaworth as the Storm Water Permit Officer and Designation of Responsible Owner.


ADJOURNMENT

There being no further business to come before the Board and upon motion duly made by Director Connor, seconded by Director Tracy, it was unanimously

RESOLVED that the meeting was adjourned at 1:03 p.m.

The foregoing constitutes a true and correct copy of the minutes of the above-referenced meeting.

Respectfully submitted,



Shannon McEvoy, District Manager