



**REGULAR MEETING
of the
BOARD OF DIRECTORS**

MINUTES

Thursday, 10:00 a.m.

21 April 2005

Called to Order at 10:01 a.m.

The regular monthly 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, being the Chair and Mr. Ravindra Srivastava as Secretary being present, called the meeting to order. Prior notice of the meeting was given in accord with CRS 32-1-903.

1. Roll Call:

Directors Present: Mr. Gordon Woelfle, Chairman
Mr. Steve Kawulok, Treasurer
Mr. Robert Heath
Mr. James F. Ruff, arrived 10:06 am

Others Present: Mr. Ravi Srivastava, General Manager
Ms. Pat Mathena, Assistant Manager and Controller
Mr. Randy Siddens, District Engineer, 10:01 am–11:25 am
Mr. David Unruh, Accounting Specialist, 10:01 am–10:04 am
Mr. Robert Flynn, 10:52 am–11:24 am
Mr. Roger Hartman, thc, arrived 11:25 am

Director Absent: Mr. Fred Walker

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

2. Approval of the Minutes:

The minutes of the last meeting (17 March 2005) were supplied to the board in advance and were reviewed. No reading of the minutes took place in the meeting. Mr. Steve Kawulok moved to approve the minutes of the 17 March 2005 regular board meeting as presented. Motion seconded. Minutes approved unanimously (3-0).

Mr. James Ruff and Mr. David Unruh joined the meeting. New staff, Mr. Randy Siddens and Mr. David Unruh, was introduced to the Board. Mr. Unruh left the meeting.

3. Financial Information:

Presented to the board were information on financial status, inflow and outflow of funds, and growth in customer base:

- Cash and Cash Equivalents as of 28 February and 31 March 2005;

\$1,839,203.18 Ending Cash, 31 January 2005
 174,648.60 February Receipts
 - 197,669.25 February Cash Disbursements
 \$1,816,182.53 Ending Cash 28 February 2005
 185,884.13 March Receipts
 -146,010.03 March Cash Disbursements
 \$1,856,056.63 Ending Cash, 31 March 2005

- Details of revenues, including components of cash received monthly, monthly sewer billings and # of sewer accounts, delinquent billings, fee revenues, SDC receipts, and current monthly charges – comparison by user class.
 - Details of outflow of funds were presented, including contract status, contingent commitments, purchase orders, cash disbursement listing for the months ended 28 February and 31 March 2005, and large check descriptions and credit card detail.
 - No financial statements, cash flow (graph), or financial ratios were presented.
 - Growth related information including WDRs purchased, new property accounts, and estimated population equivalents & treatment capacity was presented.
4. Mr. Steve Kawulok moved to accept the petition for inclusion from C. G. Smith Construction, Inc. for 287.082 acres located in the west half of S31, T7N, R67W, of the 6th P.M., Weld County, CO (Proposed project name: Shiloh Creek). Motion seconded. Motion passed unanimously (4-0).
 5. Mr. Robert Heath moved to not set a standard smoke-testing charge. Motion seconded. Motion passed unanimously (4-0).
 6. Mr. James Ruff moved to adopt the following changes to Part 8, Section 803 B of the District Rules and Regulations (deleted text indicated by strikethrough, new text by ***bold italics***):

<u>METAL</u>	<u>LIMIT (ppm)</u>	
	<u>MAXIMUM CONCENTRATIONS</u>	
	<u>CHRONIC</u> <u>(30 day avg.)</u>	<u>ACUTE</u> <u>(daily max.)</u>
Cadmium / Potentially Dissolved <i>Total</i>	0.53	7.68
Hexavalent Chromium / Dissolved <i>Total</i>	0.67	0.86
Copper / Potentially Dissolved <i>Total</i>	2.97	6.34
Lead / Potentially Dissolved <i>Total</i>	5.11	170
Mercury / Total	0.0002	0.14
Nickel / Total Recoverable <i>Total</i>	14.49	N/A
Silver / Potentially Dissolved <i>Total</i>	0.72	4.24
Zinc / Potentially Dissolved <i>Total</i>	50	50

Motion seconded. Motion passed unanimously (4-0).

No formal action was taken on Prospect Road Improvement alternatives.

Mr. Robert Flynn joined the meeting.

7. Operations: Information on the industrial pretreatment program, wastewater collection system, treatment plant, and administration operations through 31 March 2005 was presented. Mr. Flynn made a presentation on the district's treatment plant operations.
8. Mr. James Ruff moved to authorize the district to repair the Auger Monster at the necessary cost (expected to be approximately \$12,000). Motion seconded. Motion passed unanimously.

Alternative preliminary treatment/grit chamber, bar screen was discussed and staff was asked to investigate costs.

Mr. Robert Flynn left the meeting.

9. Mr. Steve Kawulok moved to go into executive session per §24-6-402(4)(e) C.R.S. (Determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators) at 11:25 am. Motion seconded. Motion passed unanimously.

Mr. Randy Siddens left the meeting and Mr. Roger Hartman joined the meeting upon the executive session being called.

The executive session closed at 1:43 pm.

10. Information Transfer
Discussions took place on Risk Management, Governance poll results, District project update, and development information.
11. Articles/Information of Interest:
"Boxelder Sanitation District Receives National and State Awards for Management," SDA, April 2005.
12. New business: None

Mr. Steve Kawulok moved to adjourn. Motion seconded. Motion passed unanimously. Meeting adjourned at 1:57 pm.

These minutes were approved on the 19 day of May, 2005 by an action of the Board of Directors.


Gordon Woelfle, President


Ravindra M. Srivastava, Secretary