

# **Gallatin Gateway County Water & Sewer District**

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## **PUBLIC MEETING**

**Date:** November 19, 2015

**Time:** 7:00 PM

**Place:** Gallatin Gateway School, 100 Mill St., Gallatin Gateway, MT

**For:** Special Meeting of the Board of Directors

## **AGENDA**

### **I. Public Participation on Non-Agenda Items<sup>1</sup>**

### **II. General Orders**

- A. Discussion and Decision on Appointment of a Project Manager for the Sewer Project

### **III. Adjourn**

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<sup>1</sup> The opportunity for members of the public to comment on District matters which are not on the agenda. Time limits may be imposed at the discretion of the President.

# **Gallatin Gateway County Water & Sewer District**

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## MINUTES OF THE

### **BOARD OF DIRECTORS**

A special meeting of the Board of Directors of the Gallatin Gateway County Water & Sewer District was held in the conference room at Gallatin Gateway School, 100 Mill Street, Gallatin Gateway, MT, on November 19, 2015. Present at the meeting were board members Ted Border, Ashley Kroon. Director Sullivan was present and participated by phone. General Manager Matt Donnelly was also present. Public attendees included Dale Knutson.

President Border called the meeting to order at 7:05 p.m. Matt Donnelly recorded the minutes of the meeting.

#### PUBLIC PARTICIPATION OF NON-AGENDA ITEMS

President Border asked for public comment on non-agenda items. There were no non-agenda items raised.

President Border proceeded to the next item on the agenda.

#### Discussion/Decision on Appointing a Project Manager for the Sewer Project

Mr. Dale Knutson proceeded to provide the Board with an assessment of the project status. Mr. Knutson presented the Board with diagrams and tables depicting the project as a set of interconnected tasks and associated schedules. Mr. Knutson, whose credentials include licensure as a project management professional, provided the Board with an overview of project management tools appropriate for this type of project. Mr. Knutson then presented the Board with a resume, which President Border asked be attached to the minutes. The discussion then turned to project management. Mr. Knutson indicated his interest in assisting the District to complete the sewer project. After further clarification he made clear that he was not able to commit to formal designation as Project Manager. Director Sullivan then moved to authorize Knutson & Associates to deliver project coordination services to the District on a pro bono (uncompensated) basis, working under the direction of the General Manager, and to direct the General Manager to document hours accrued by Knutson & Associates in delivering said services. Director Kroon seconded the motion, which passed unanimously.

President Border then asked for unanimous consent to adjourn. Seeing no objection, the meeting was adjourned at 7:20 p.m. A quorum of the Board stayed for a work session until 7:50 pm. No business was transacted during the work session.



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Secretary

# DALE E. KNUTSON, PMP

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## ROLE AT KNUTSON ASSOCIATES, INC

Principal and owner providing executive leadership utilizing his background and experience to ensure the success of individuals, project teams, and organizations through expert application of project tools and methods

## SKILLS PROFILE

- Successful leader with more than 30 years of executive, project, operations, and program management experience
- Well versed in Commercial, National Laboratory, and Federal leadership roles. National Laboratory experience includes leadership roles at Pacific Northwest National Laboratory, Argonne National Laboratory, and SLAC National Accelerator Laboratory
- Demonstrated delivery in industrial oil and gas, nuclear systems and nuclear processing, manufacturing, environmental restoration, scientific program, and volunteer leadership environments
- Successful adaptor of project methods to recover troubled projects and organizations while improving organizational focus and sustainability
- Effective communicator, public speaker, team and organizational leader
- Creator of the Medallion Model™ of project delivery and mentor to hundreds of PMP candidates as they pursue their professional careers

## EMPLOYMENT HISTORY

### **Knutson Associates, Inc**

8/1/2015 — Current

*Bozeman, MT*

- Principal and Owner

### **Air Liquide, E&C Global Solutions**

8/1/2015 - Current

*Houston, TX*

- Executive Project Director and Senior Advisor
- Leading emerging project definition and existing project review focused on risk reduction and troubled project recovery
- Led a troubled project recovery effort for a Steam Methane Reformer project (\$600M) in Alberta Canada, restored the client relationship for executive interaction, and built the team capable of sustaining project commissioning
- Led an organization of 20 project managers through a difficult transition and established performance expectations for professional application of project tools in a project driven organization

### **Battelle Memorial Institute**

8/10/2006 — 1/20/2014

*Pacific Northwest National Laboratory, Richland, WA*

- Director, Strategic Projects Division
- Led a group of Project Managers and Directors to support delivery of multiple National Laboratory major projects (>\$750M) supporting scientific disciplines in all areas of DOE Office of Science and NNSA program efforts
- Selected as the Federal Project Director to lead the Waste Treatment Plant project (\$12.2B) involving design and construction of a chemical processing facility capable of safely disposing of 53 Million gallons of highly radioactive waste. Established effective leadership relationships with Federal and Contractor executives and maintained effective communication with regional stakeholder and national oversight groups. Led all aspects of this project through a "one system" contractor integration strategy, and a project rebaseline to support achievement of Federal consent decree objectives.

- Led delivery of the Linac Coherent light Source (LCLS) high intensity free electron laser project (\$600M) at SLAC National Accelerator Laboratory, involving extension of a 2.5km tunnel, creation of 100Ksf underground experimental facilities, and technical equipment supporting superconducting and high vacuum delivery of the laser and target systems.
  - o As Associate Laboratory Director, led the team of scientists and engineers to establish the Accelerator Directorate at SLAC National Accelerator laboratory and helped to define the contemporary operational requirements for beam delivery and scientific use in a high radiation environment at SLAC.
- Led the project team for laboratory capability restoration at Pacific Northwest National Laboratory (\$300M), involving development of a public/private investment strategy, and construction of 4 new major laboratory facilities, relicensing and renovation of a Category 2 nuclear facility, resulting in a 20 year extension of the laboratories useful life.

**University of Chicago**

10/1/2002 — 8/10/2006

Argonne National Laboratory, Argonne, IL

- Project Director
- Led the project team to create a commercially competitive proposal for the Rare Isotope Accelerator Project for the design, construction, and commissioning of a heavy element particle accelerator supporting the Office of Nuclear Physics program.
- Established the Argonne National Laboratory Project Management Office and infrastructure to support major projects

**Battelle Memorial Institute**

8/14/1992 — 10/1/2002

Pacific Northwest National Laboratory, Richland, WA

- Project Manager, Technical Operations Manager, Technical Group Manager, and Nuclear Facility Manager
- Led the project team for development and delivery of scientific equipment systems for the Environmental Molecular Sciences Laboratory at Pacific Northwest National Laboratory
- Led the operational team that developed and delivered the model for safe research operations known today as the Integrated Operations System (IOPS).
- Led the radiomaterials and radiochemical sciences group and was the nuclear facility manager for the radiochemical processing laboratory

**Rockwell International and EG&G**

8/10/1984 — 8/14/1992

Rocky Flats Plant, Denver, CO

- Engineer and Project Manager
- Led the team responsible for recovery of plutonium contaminated waste material from the exhaust systems at Rocky Flats nuclear weapons facility
- Civil infrastructure project manager for the Plutonium Recovery Modification Plant (PRMP) project
- Project manager for physical security modifications and improvements
- Project manager for the structural upgrade of operating nuclear facilities to meet new natural phenomena design criteria

**EDUCATION, CERTIFICATION, AND ACTIVITIES**

Executive Program, Darden School, University of Virginia, 2005

Project Management Professional (PMP) #705, 1992; PMI Member

M.S., Ecological Engineering, Colorado School of Mines, 1991

Engineer in Training Montana and Colorado, 1984 and 1987 respectively

Nuclear Technologies Certification, Rocky Flats School, Colorado School of Mines, 1989

Maintained DOE "Q" clearance until January 2014

B.S., Civil Engineering, Montana State University, 1984

Member American Nuclear Society