

MWSD Board Meeting Minutes
January 5, 2021

- 1) Call meeting to order and verify quorum.
 - a. Meeting called to order at 7:00 pm.
 - b. Directors Carter, Sebastian, Swanson, McKenzie and Wade were in attendance. Manager Warinner also attended.
- 2) Approval of meeting minutes.
 - a. Director Carter moved to approve the December 15, 2021 meeting minutes. Director Sebastian seconded and the minutes were approved.
- 3) Treasurer's report.
 - a. Director Wade presented payables of \$80,902.23. Director Wade moved for approval of the payables. Director McKenzie seconded and the payables were approved.
- 4) Manager's report.
 - a. An updated Phone Contact list for the staff and board is available.
 - b. The 2021 Rates and Charges sheet with the 4% increase is attached.
 - c. A resume for the operator position was submitted by email and is available to review. Discussion needed on next steps. The Board authorized Manager Warinner to contact Steven Koch for a phone interview.
 - d. Attorney Erb has supplied a draft resolution regarding public comments at meetings; should be reviewed and discussed with Erb at the January 19 meeting.
 - e. The Project Status Report for all of 2020 is attached. The Annual Project Plan 2020 Revision A form and numerous Project Authorization Forms are enclosed for signatures.
- 5) Board actions.
 - a. Director Wade moved to approve the 4% increase to the 2021 water and sewer rates. Director Sebastian seconded and the motion passed.
- 6) Other business.
 - a. Board discussed past due notices and procedures.
 - b. Director McKenzie has volunteered to make placards for the Board Members and the District Manager for public comment meetings.
- 7) Documents signed.
 - a. December 15, 2020 meeting minutes.
 - b. Checks.
 - c. AP Authorization Form.
 - d. Payroll Authorization forms.
 - e. 2020 Annual Project Plan Rev A.
 - f. Project Authorization Forms: 2016 Water Meters, 2019 Truck Purchase, 2019 WW Main Cleaning, 2019 Bear Park Main Break, 2020 Country Club Main Break, 2020 Pike View Main Break, 2019 Haldimand Main Break, 2020 Fire Hydrant #8 Replacement, 2020 Water Leak Locates, 2020 PRV #3 & #4 & #7 Repairs, 2020 Road Repairs, 2020 WW End Cap SBR#1 Repair, 2019 & 2020 WW Annual Jetting, 2020 WTP Media Canisters Replacement.
- 8) Director Swanson moved to adjourn. Director Carter seconded and the meeting was adjourned at 8:26 pm.



Andrew Carter
Secretary