

MWSD Board Meeting Minutes
January 21, 2020

- 1) Call meeting to order and verify quorum.
 - a. Meeting called to order at 7:00 pm.
 - b. Directors Carter, Rons, Wade and Swanson were in attendance. John Sebastian, Manager Warinner and Attorney Erb were also in attendance. Scheduled guest Gary Barrett is representing Elk Creek Fire Department and as a resident of the district.

- 2) Approval of meeting minutes.
 - a. Director Rons moved to approve the January 7, 2020 meeting minutes. Director Carter seconded and the minutes were approved.

- 3) Treasurer's report.
 - a. Director Wade presented payables of \$51,643.47. Director Wade moved for approval of the payables. Director Swanson seconded and the payables were approved.

- 4) Scheduled Guests.
 - a. Gary Barrett addressed the Board on the issue of fire hydrant maintenance and also water use by Elk Creek Fire.

- 5) Manager's report.
 - a. Ms. Warinner presented and discussed the December District Report.
 - b. Ms. Warinner presented and discussed the December monthly budget report.
 - c. David Green will be here to do the 2019 Audit on January 28, 2020.
 - d. MWSD has had a water main break on 11/27/2019 at Bear Park, on 12/22/2019 at Haldimand, on 1/13/2020 at Pike View, on 1/20/2020 at Country Club and 2 leaks at PRV #4 on Pike view Drive; all have been repaired. We have been losing a lot of water lately and we hope with these repairs, we will go back to normal usage of water produced.
 - e. MWSD received the Notification of Final Evaluation from CDPHE regarding the GWUDI testing we were required to do April through October 2019 at Well Site SA-1; we have been reclassified as Ground Water Under the Direct Influence of Surface Water at this location. The Board needs to review the 2 letters we have already gotten to start the required activities to address and treat SA-1 per CDPHE specifications. One of the first things that needs to be done is to hire a licensed engineer.
 - f. Operator Tuffing passed his Wastewater D certification on 1/17/2020; he is continuing to study and keep testing towards his C certification.
 - g. On December 2, the WWTP TTS sample result came back elevated over the accepted level; another TSS sample was pulled on 12/13/19 and the result came back 8. John McWilliams submitted an explanation with the December DMR Report.
 - h. A Work Order Proposal from Nationwide Builders is enclosed; Attorney Erb has supplied a Contract for Construction Services to apply siding, gutters and windows to the office building to maintain the structure and match the new WWTP. The contract needs to be reviewed and approved so Manager Warinner can deliver to Nationwide Builders to review and sign. NOTE: The work done on the office building has been tabled due to other expense projects at this time; Manager Warinner will inform Nationwide Builders.
 - i. The Notice of the proposed Board Positions is attached.
 - j. Susan Krause left a note regarding her interest in the Board and she has asked about the May 2020 election.
 - k. Staff appreciation dinner will be held Saturday, January 25, 2020, at Tuscan Tavern at 5:00 pm.
 - l. An Estimate from Quantum Pump & Controls is attached for the Board's approval, these are back-up pump kits for the Water Treatment Plant and the Turbine Station at Braun.

- 6) Attorney's report.
 - a. Attorney Erb discussed the option of Catherine Bright of Seter and Vander Wall to be considered as the DEO for the May 2020 election.

- b. Attorney Erb discussed the rate percentage of past due penalties in the billing program, Rules and Regulations amendments and possible Resolution needed. Standard used by most systems is \$15.00 flat rate fee and no interest.
- c. Erb also discussed completing service contracts with all the service contractors MWSD uses consistently.

7) Board Actions.

- a. Director Swanson moved to have John Sebastian take the Oath of Office and sign the Certificate of Nomination. Director Wade seconded and the motion passed.
- b. Director Carter moved to change the delinquency charge to \$15.00 flat rate and don't charge interest on late fees. Director Rons seconded and the motion passed.
- c. Director Swanson moved to approve the Board of Directors Positions and sign the form. Director Rons seconded and the motion passed.
- d. Director Carter moved to approve the Quantum Pump Estimate for back-up parts in the water system. Director Wade seconded and the motion passed.
- e. Director Rons moved to appoint Catherine Bright as the Designated Election Official for the May 2020 election. Director Wade seconded and the motion passed.

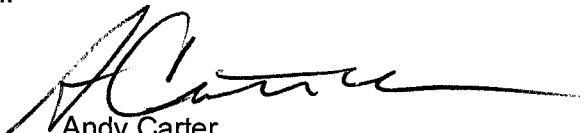
8) Other business.

- a. None.

9) Documents signed.

- a. January 7, 2020 meeting minutes.
- b. Checks.
- c. AP Authorization Form.
- d. Oath of Office and Certificate of Nomination for John Sebastian.
- e. Saylor & Sons Haldimand and Pike View main break repair invoices.
- f. Nationwide Builders Contract of Construction Services for MWSD-was tabled.
- g. Proxy for CRWA Membership.
- h. Board of Directors Positions Form.
- i. Quantum Pump Estimate for supplies.

10) Director Swanson moved to adjourn. Director Carter seconded and the meeting was adjourned at 9:44 pm.



Andy Carter
Secretary