

MWSD Board Meeting Minutes

April 21, 2020

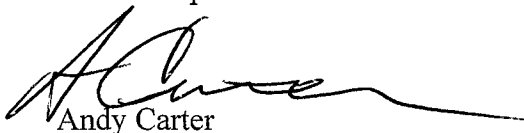
- 1) Call meeting to order and verify quorum.
 - a. Meeting called to order at 7:13 pm.
 - b. Directors Swanson, Carter, Sebastian and Wade were in attendance. Manager Warinner also attended. Attorney Erb attended by phone.
- 2) Approval of meeting minutes.
 - a. Director Carter moved to approve the April 7, 2020 meeting minutes. Director Sebastian seconded and the minutes were approved.
- 3) Treasurer's report.
 - a. Director Wade presented payables of \$15,448.48. Director Wade moved for approval of the payables. Director Swanson seconded and the payables were approved.
- 4) Manager's report.
 - a. Daupler is an answering service/records recording company that can assist MWSD with more detailed documentation and Call Logs. Manager Warinner has started the configuration because they are offering a reduced annual cost because of Covid-19 of \$4,800 and no installation or training fees. We will be able to use the Colorado Special District Property and Liability annual Safety Grant Funds to pay for half of the cost per year. Warinner will continue training on 4/24/2020 and hopefully get this service running asap.
 - b. John McWilliams, our WW ORC contractor and retired employee passed away April 13; the employees and board appreciate all John did for us and will miss him greatly.
 - c. On 4/20/2020, Manager Warinner, Don and Debbie met with Bryan McCarty to discuss the possibility of him presenting an Agreement to become the representative water and wastewater ORC and to cover the District's B Wastewater License requirement as John McWilliams did.
 - d. Manager Warinner and AquaWorks continue actions for the GWUDI requirements.
 - e. The gross alpha sampling requirements have been reduced on the monitoring schedule for Well 17-1 from 6 to 9 years, on Tract C from 3 to 6 years, and radium on Well 38-1 from 3 to 6 years. See attached Notification letters from CDPHE.
 - f. The Board reviewed Resolution 2002-02 "Certified Copy of Annual Administrative Resolution of MWSD".
 - g. The Board reviewed Resolution 2002-03 "Disposal of Personal Identifying Information".
 - h. The SCADA computer is so outdated it cannot process current updates which is causing glitches in all the programs used on that pc. An Estimate from Foothills Computer Services for \$688.18 to replace this computer is enclosed for the Board's signature.
 - i. Attorney Erb has attached an Agreement for Services to the Adam Sommers, AquaWorks, DBO, Agreement to address the GWUDI changes needed and grant submittal. Attached Agreement for MWSD to be reviewed by Board.
 - j. Discussion on the Training and Testing Reimbursement Policy. See attached information.
 - k. The FMLA 80 hours sick time allowed after 4/1/2020 has been applied to the staff's sick time records and the FMLA Covid-19 Notice has been posted in the office as required. See attached Notice.
 - l. The February and March District Reports have been submitted to the Board to review. Any discussion needed on topics addressed in these reports were talked about on an individual basis. See attached reports.
 - m. Attorney Erb has supplied an Emergency Declaration Resolution 2002-04 regarding Covid-19 issues.
- 5) Board actions.
 - a. Director Carter moved to engage Bryan McCarty to serve as the Water and Wastewater ORC after reviewing and signing the Agreement for Services with MWSD. Director Swanson seconded and the motion passed.

- b. Director Wade moved to accept the MWSD Agreement for Services attached to the AquaWorks, DBO Letter of Agreement. Director Sabastian seconded and the motion passed.
- c. Director Swanson moved to accept Resolution 2020-02. Director Sabastian seconded and the motion passed.
- d. Director Carter moved to accept Resolution 2020-03. Director Wade seconded and the motion passed.
- e. Director Sabastian moved to accept Resolution 2020-04. Director Swanson seconded and the motion passed.
- f. Director Carter moved to revise the training and testing reimbursement wording to state that "reimbursement will be paid upon receiving the License Certificate after successful completion for testing and registering and certificate fees up to 2 times per license category; the reimbursement fees will not be guaranteed to be considered paid-in-full until completion of testing for each license is in use by MWSD for one year after completion, and will be prorated repayment to MWSD if employment is discontinued by either party in that year and will be deducted from the employee's final paycheck." Director Wade seconded and the motion passed.
- g. Director Swanson moved to continue and install the Daupler Answering Service system. Director Sebastian seconded and the motion passed.

6) Documents signed.

- a. April 7, 2020 meeting minutes.
- b. Checks.
- c. AP Authorization Form.
- d. Annual Contract with Cummins generator inspection at WWTP.
- e. Resolution 2020-02, Annual Administrative.
- f. Resolution 2020-03, Disposal of Personal ID.
- g. Resolution 2020-04, Emergency Declaration.
- h. Agreement of Service attached to AquaWorks DBO engineering Agreement for SA1 GWUDI filtering.
- i. Computer purchase Estimate from Foothills Computer service.

- 7) Director Swanson moved to adjourn. Director Wade seconded and the meeting was adjourned at 8:44 pm.


Andy Carter
Secretary