

MWSD Board Meeting Minutes

September 1, 2020

- 1) Call meeting to order and verify quorum.
 - a. Meeting called to order at 7:01 pm.
 - b. Directors Sebastian, Swanson, and Wade were in attendance. Manager Warinner also attended. Director Carter attended by phone. June McKenzie attended with an interest in the board position.
- 2) Approval of meeting minutes.
 - a. Director Carter moved to approve the August 18, 2020 meeting minutes. Director Sebastian seconded and the minutes were approved.
- 3) Treasurer's report.
 - a. Director Wade presented payables of \$24,681.64. Director Wade moved for approval of the payables. Director Swanson seconded and the payables were approved.
- 4) Manager's report.
 - a. The Unemployment Request for Facts statement and supporting documents for Jason Tuffing was submitted by fax on Monday, August 24, 2020.
 - b. An Unemployment Request for Facts statement for Debbie Schmiedbauer has been received; Manager Warinner will attach her resignation letter and submit.
 - c. The Agreement with WRT for the WTP canisters removal has been completed.
 - d. A lightning strike at 8 PM on August 26 caused water loss to some residents. Don Staal checked and found that items in the system at the WTP and SCADA were affected. Don has been putting in extra effort all week running "in-hand" to keep water in the tank and working with Mike Rojic and Quantum Pump Company to get the alarms and information equipment back on-line.
 - e. The Agreement with Velocity Contractors has been completed; steps to continue Phase 2 of the Filtration Project are continuing. With Covid-19 delays, the Grant application process was delayed into September and the grant funds will not be available till 2021, so MWSD will not be able to use the funds for this project. Manager Warinner will review Capital and Expense Projects for 2021 and will ask Adam Sommers to assist with the application if we can use the funds next year.
 - f. Trevor Staal is offering to assist with operations while the district is in the process to hire an operator. He will be available on random times/days depending on his own work schedule and for emergency situations if needed. See attached short-term proposal.
 - g. The 2020 SDA Annual Conference is being held virtually in September. Attached is an information sheet with presentations and costs to attend. Registrations have to be completed by September 15, 2020.
 - h. Steve Brown, SHB, INC, has submitted an estimate for services needed for the RADS Safety Officer to complete in 2020. See attached.
 - i. The WWTP generator annual full service will be done by Cummins on September 22.
- 5) Board actions.
 - a. Director Swanson moved to approve Trevor Staal to be an on-call assisting operator. Director Wade seconded and the motion passed.
 - b. Director Sebastian moved to approve SHB, Inc. 2020 estimate. Director Swanson seconded and the motion passed.
- 6) Other business.
 - a. June Mckenzie talked about her interest in the board position.
- 7) Documents signed.
 - a. August 18, 2020 meeting minutes.
 - b. Checks.
 - c. AP Authorization Form.

- d. Payroll Authorization form.
- e. Colorado Dept. of Labor letter regarding Feenstra.
- f. Trevor Staal's proposal.
- g. SHB, Inc. 2020 projects estimate.

8) Director Swanson moved to adjourn. Director Carter seconded and the meeting was adjourned at 8:49 pm.

A handwritten signature in black ink, appearing to read 'A. Carter', with a long horizontal flourish extending to the right.

Andy Carter
Secretary