

## MWSD Board Meeting Minutes

October 20, 2020

- 1) Call meeting to order and verify quorum.
  - a. Meeting called to order at 7:00 pm.
  - b. Directors Carter, Wade, Sebastian, McKenzie and Swanson were in attendance. Manager Warinner and Attorney Erb were also in attendance.
- 2) Approval of meeting minutes.
  - a. Director Carter moved to approve the October 6, 2020 meeting minutes. Director Swanson seconded and the minutes were approved.
- 3) Treasurer's report.
  - a. Director Wade presented payables of \$100,438.23; this includes the wire payments of \$25,000 for Loan #1 for the Water Treatment Plant and \$50,000 for Loan #2 for the Wastewater Treatment Plant. Director Wade moved for approval of the payables. Director Sebastian seconded and the payables were approved.
- 4) Scheduled Guests.
  - a. N/A.
- 5) Manager's report.
  - a. Ms. Warinner presented and discussed the September District Report.
  - b. Ms. Warinner presented and discussed the September Budget Report.
  - c. Ms. Warinner has supplied the slide show information regarding meeting and minutes policies discussed at the SDA virtual conference.
  - d. JMAXX Pump Service cleaned out 2000 feet of the sewer main lines at the bottom of the district to the WWTP on 10/20/2020; this was done because the lines can get backed up because the gravity feed levels out and last year on Christmas Eve MWSD had a backup at the manhole in the commercial building parking lot, so this is a maintenance action.
  - e. Manager Warinner had an article posted in the Hustler and the Canyon Courier regarding receiving the SDA Manager of the Year award.
  - f. The operator open position was posted to the Colorado Rural Water Assn. website; no activity yet.
  - g. Mr. Joseph Brice requests that the Board revisit the Letter of Permission regarding the 1.5 foot of his shed that encroaches into the utility easement on his property line because the closing that is supposed to be done tomorrow has now been stopped without a complete agreement to the variance by MWSD so he is now unable to sell his home. See attached documents.
- 6) Attorney's report.
  - a. Attorney Erb discussed past agenda items: the budget notice was posted, the new board member actions for Mckenzie were done, and gathering information for the possible insurance claim for the August 2020 lightning strike has begun.
- 7) Board Actions.
  - a. Director Swanson moved to release the Encroachment Agreement to Joseph and Carol Brice of 11559 Nichols Way and the \$731.00 fee to reimburse the district for attorney preparation charges will be paid from proceeds of sale. Director McKenzie seconded and the motion passed.

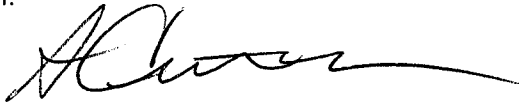
### Other business.

- a. None.

- 8) Documents signed.
  - a. October 6, 2020 meeting minutes.
  - b. Checks.
  - c. AP Authorization Form.
  - d. Payroll Authorization Forms.

- e. The October 2020 Board Positions Form.
- f. The Bank of the West Signature forms.
- g. The CEBT Renewal Rates sheet and Employer Plan Selection form to renew employee's medical coverage for 2021.

9) Director Swanson moved to adjourn. Director Sebastian seconded and the meeting was adjourned at 8:13 pm.

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

Andy Carter  
Secretary