

MWSD Board Meeting Minutes
November 3, 2020

- 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. Guest Michele Neel attended.

- 2) Approval of meeting minutes.
 - a. Director Carter moved to approve the October 20, 2020 meeting minutes. Director Wade seconded and the minutes were approved.

- 3) Treasurer's report.
 - a. Director Wade presented payables of \$13,100.81. Director Wade moved for approval of the payables. Director Mckenzie seconded and the payables were approved.

- 4) Manager's report.
 - a. Michele Neel has assisted Manager Warinner with scanning and building binders to transfer records to electronic files.
 - b. Michael Pitsker lives in the district and Manager Warinner asked if he wanted to work for MWSD; Michael is interested in the position but needs to work for two more weeks on his current job.
 - c. PRV #4 that recently had an upgrade repair to change the fittings to stainless steel was checked on 10/30/2020 and the vault was full of water; Operator Staal contacted Excell Pump Service and it was discovered that one fitting in the back had not been changed. John Leary changed this fitting at no charge at 1:30 pm on 10/30/2020.
 - d. The excessive water loss has continued; Staal is checking PRV vaults and working with a leak locator and Warinner is monitoring any leaks on the Beacon System. PRV #4 and #7 have had current repairs and Staal has checked PRV #1, #2, #3, #6 and these vaults are fine. We have had 2 water hauling companies start filling Tank #1 because the tank is below half empty; 28,000 gallons have been hauled to our system. On November 4 and 5, Saylor and Sons are going to dig up a manhole lid for PRV #8 that is under pavement and they are going to dig in the area of Florence Road where we are getting signals of a possible leak and then there is a manhole cover on Kings Valley Drive that got broke by the County plow after the snowstorm that needs to be replaced.
 - e. On November 4, 2020 WRT removed 10 canisters from the RADS Skid and replaced them with 10 canisters filled with new media after moving the East side over to the West side. Steven Brown of SHB, Inc. was on site during the exchange representing MWSD as our Radionuclide Safety Officer.
 - f. Discussion of the current actions being used by the Colorado Department of Labor/Unemployment section.

- 5) Board actions.
 - a. Director Swanson moved to accept and sign an agreement with Michele Neel to assist with administration work on an as needed basis for \$15.00 per hour and use a 1099 form for year-end. Director Sebastian seconded and the motion passed. Director Carter abstained from vote.
 - b. Director Wade moved to authorize Manager Warinner to offer the operator trainee position with \$23.00 per hour and full benefits pending a successful interview and Board motion at the November 17 meeting. Director McKenzie seconded and the motion passed.

- 6) Other business.
 - a. Director McKenzie voiced an interest in reviewing the SDA Conference virtual webinars.

- 7) Documents signed.
 - a. October 20, 2020 meeting minutes.
 - b. Checks.
 - c. AP Authorization Form.

- d. Payroll Authorization forms.
- e. Michele Neel letter of work as needed proposal.

8) Director Swanson moved to adjourn. Director Wade seconded and the meeting was adjourned at 8:20 pm.

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

Andrew Carter
Secretary