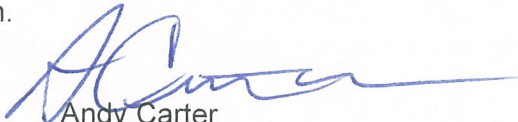


**MWSD Board Meeting and Budget Adoption Agenda**  
**December 7, 2021**

- 1) Call meeting to order and verify quorum.
  - a. Meeting called to order at 7:00 pm.
  - b. Directors Sebastian, Carter, McKenzie, Swanson, and Wade were in attendance. Manager Warinner was also in attendance.
- 2) Approval of meeting minutes.
  - a. Director Carter moved to approve the November 16, 2021 meeting minutes. Director McKenzie seconded and the minutes were approved.
- 3) Treasurer's report.
  - a. Director Wade presented payables of \$24,978.97. Director Wade moved for approval of the payables. Director Sebastian seconded and the payables were approved.
- 4) Manager's Report.
  - a. The \$25,000 EIAF Grant has been approved. AquaWorks engineers will meet with the MWSD staff on January 11, 2022 to start the Capital Improvement Plan.
  - b. David Green has scheduled the 2021 Audit for February 7 and 8, 2022. The Management Approval form is enclosed for signatures.
- 5) Other Business.
  - a. Board discussed employee job descriptions and personnel manual.
- 6) Budget report and approval.
  - a. Manager Warinner presented documents for the 2022 budget approval process.
- 7) Board actions.
  - a. Director Swanson moved to increase the Property Taxes Revenue to \$150,000 based on an increase in assessed property values and to approve the final budget, appropriate funds for 2022 and set the Mill Levy. Director Sebastian seconded and the motion passed.
- 8) Documents signed.
  - a. November 16, 2021 meeting minutes.
  - b. Checks.
  - c. AP Authorization Form.
  - d. Payroll Authorization Forms.
  - e. Resolution 2021-04.
  - f. Budget Secretary Certification.
  - g. David Green's engagement letter.
- 9) Director Swanson moved to adjourn. Director Wade seconded and the meeting was adjourned at 9:26 pm.

  
Andy Carter  
Secretary