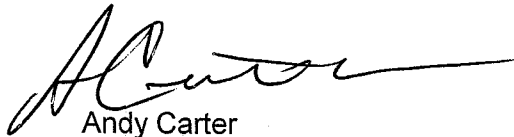


**MWSD Board Meeting Minutes**  
**December 4, 2018**

- 1) Call meeting to order and verify quorum.
  - a. Meeting called to order at 7:15 pm.
  - b. Directors Beley, Carter, Kisner, Swanson, and Wade were in attendance. Office Manager Warinner was also in attendance. Scott Hermance and Michelle Zeier did not attend as scheduled guests and no unscheduled guests attended.
- 2) Approval of meeting minutes.
  - a. Director Swanson moved to approve the November 20, 2018 meeting minutes. Director Kisner seconded and the minutes were approved.
- 3) Treasurer's report.
  - a. Director Kisner presented payables of \$2,082.63. Director Kisner moved for approval of the payables. Director Swanson seconded and the payables were approved.
- 4) Scheduled Guests.
  - a. Scott Hermance and Michelle Zeier are attending to discuss their options of water and sewer service for a 40 acre parcel off El Pico Drive which is on the other side of a parcel of land already excluded from the district but still in the unplatted area of Kings Valley. They would like to consider exclusion or possibly asking the Board for a well and septic approval. This is a preliminary meeting just to gather information on their options. For the second meeting, they have not attended.
- 5) Budget report and approval.
  - a. Ms. Warinner presented documents for the 2019 budget approval process. They include 2019 Annual Project Plan-Swanson moved, Beley seconded; Resolution 18-05-Swanson moved, Beley seconded; Resolution 18-06-Kisner moved, Wade seconded; Resolution 18-07-Kisner moved, Carter seconded; DLG form 70, Budget message, and the 2019 budget.
  - b. Director Beley moved to approve a 4% water and wastewater usage fee increase effective January 1, 2019. Director Wade seconded and the motion passed.
- 6) Board actions.
  - a. Director Beley moved to approve final signatures on the 2018 Tank 3 Coating Project that was completed in July. Director Wade seconded and the motion passed.
  - b. Director Beley moved to approve the signature on the SAMS/DUN Administration Contact. Director Swanson seconded and the motion passed. Office Manager Warinner will notarize and submit to Sam.Gov Registration Processing.
  - c. Director Beley moved to approve the signing and emailing of the Engagement Letter to Green & Associates for audit services for 2018 to be prepared in March 2019. Director Wade seconded and the motion passed.
  - d. After review of the warranty information supplied on the microprocessor and level transducer installation for KVS/Tank 2 repair, Director Kisner moved to approve the repair in 2018. Director Carter seconded and the motion passed.
  - e. Ms. Warinner presented an annual bonus proposal for the district employees. Director Swanson moved to approve the employee bonuses. Director Kisner seconded and the motion passed.
- 7) Documents signed.
  - a. November 20, 2018 meeting minutes.
  - b. Checks.
  - c. 2019 Annual Project Plan
  - d. Resolution 18-05
  - e. Resolution 18-06

- f. Resolution 18-07
- g. AP Authorization Form.
- h. Tank 3 Coating Final Project Form.
- i. SAMS/DUN Administration Contact letter.
- j. David Green & Associates audit engagement letter.
- k. KVS/Tank 2 level transducer repair with Ramey Environmental.

8) Director Beley moved to adjourn. Director Kisner seconded and the meeting was adjourned at 8:26 pm.



Andy Carter  
Secretary