


MWSD Board Meeting Minutes
April 5, 2022

- 1) Call meeting to order and verify quorum.
 - a. Meeting called to order at 7:00 pm.
 - b. Directors Carter, McKenzie, Wade, Sebastian, and Swanson were in attendance. Manager Warinner also attended.
- 2) Approval of meeting minutes.
 - a. Director Carter moved to approve the March 15, 2022 meeting minutes. Director McKenzie seconded and the minutes were approved.
- 3) Treasurer's report.
 - a. Director Wade presented payables of \$17,836.07. Director Wade moved for approval of the payables. Director Swanson seconded and the payables were approved.
- 4) Scheduled Guests.
 - a. None.
- 5) Manager's report.
 - a. MWSD staff started gathering the information needed for the water sanitary survey that will be conducted on April 26, 2022.
 - b. All-Phase Plumbing & Heating finished the boiler replacement for the office and the deficiency notice and violation notice need to be submitted to the inspections department.
 - c. Attorney Erb has submitted by email the updated draft Personnel Manual and an explanation of future ADA website requirements to Manager Warinner and the Board for review; these items will be discussed at the second April meeting.
 - d. T-Mobile bought Sprint and there is a required change of SIMS cards to update the 3 phones, 2 hotspots and tablet, so Warinner went to a T-Mobile store on 4/1/2022 to get the free upgraded cards and also added a fourth phone for Knapp to the account. These changes will add \$20/month for Knapp phone but will save \$65/month on an exchange of one of the hot spots which is now cheaper but has better service.
- 6) Board Actions.
 - a. None.
- 7) Other business.
 - a. Director Swanson asked for an update on Paystar E-Billing and auto billing. Manager Warinner is trying to have it all set for the May billing cycle.
- 8) Documents signed.
 - a. March 15, 2022 meeting minutes.
 - b. Checks.
 - c. AP Authorization Form.
 - d. Payroll Authorization Forms.
 - e. Boiler violations notice.
- 9) Director Sebastian moved to adjourn. Director Carter seconded and the meeting was adjourned at 7:43 pm.


Andy Carter, Secretary