

MWSD Board Meeting Minutes
July 17, 2018

- 1) Call meeting to order and verify quorum.
 - a. Meeting called to order at 6:59 pm.
 - b. Directors Beley, Carter, Kisner, and Wade were in attendance. Director Swanson was excused absent. Manager Pfohl and Office Manager Warinner were also in attendance. Attorney Lindholm was unable to attend due to illness. Attorney Lee Runyan attended as an unscheduled guest.
- 2) Approval of meeting minutes.
 - a. Director Kisner moved to approve the July 3, 2018 meeting minutes. Director Beley seconded and the minutes were approved.
- 3) Treasurer's report.
 - a. Director Kisner presented payables of \$7,798.35. Director Kisner moved for approval of the payables. Director Wade seconded and the payables were approved.
- 4) Guests.
 - a. Attorney Lee Runyan attended to introduce himself to the Board and to discuss some of his professional background.
- 5) Manager's report.
 - a. Ms. Warinner presented and discussed the June Administration Report.
 - b. Ms. Warinner presented and discussed the June Operations Report.
 - c. Ms. Warinner presented and discussed the June Project Status Report.
 - d. Mr. Pfohl presented and discussed the May Budget Report.
 - e. Ms. Warinner presented 4 Proposals for Legal Counsel Services for the Board's review.
 - f. The computer that is used by Don Staal and also contains the SCADA system appears to have been ruined by power surges for a second time. The radio that is needed to get the system running properly has been received and other parts will have to be replaced, such as the monitor, which has already been started by Mike Rojic.
 - g. With the on-going damage to the office electronics, Ed McDonald of McDonald's Lightning Protection did a cost-free consultation to install lightning protection rods. He has submitted estimates for the office, the WWTP and the WTP by the storage tank on Green Circle.
 - h. Mike Whitmore has been trimming weeds, doing handyman yard work, will paint the 38-1 wellhouse after the framing repairs are completed, washed the outside of the office windows, etc. to free up the employees to attend to daily work. Mike works for \$18.00/hour.
 - i. A leak was found at PRV #1 vault located at 30524 Kings Valley Drive and 2 other leaks were discovered by Don on 7/12/18; repairs were done on 7/13/18 since these leaks have caused water loss and taxed 2 well's pumps. The PRV will be repaired 7/20/18.
 - j. A lightning storm tripped 3 VFDs that needed to be restarted; 2 at the bottom and 1 at the top of the district at 5:00 pm today. Don worked till 6:30 pm to make sure all the residents got water service back.
- 6) Board actions.
 - a. Steven Brown, RADS Safety Officer, will be doing the annual ALARA training and report in September. An email stating the fees for his services is attached. Director Beley moved to approve the cost for the annual review for 2018. Director Carter seconded and the motion passed.
 - b. The previous Agreement that was drawn up is presented as a template for discussion regarding an estimated escrow amount for the multi-residential property development. Director Beley

moved to approve a \$25,000.00 escrow amount for this agreement.

Director Kisner seconded and the motion was passed.

- c. Director Carter moved to approve and sign the final WW Main Cleaning & Inspection 2018 Project Authorization form. Director Beley seconded and the motion passed.

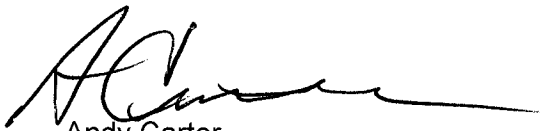
7) Other Business.

- a. Clarification on time frame and warranty is needed from McDonald's Lightning Protection to authorize a project to install lightning rods at the office, WWTP, WTP/Tank #1 and 3 pump stations.
- b. NOTE: The August 21, 2018 board meeting needs to be attended by all.
- c. At the August 21 meeting the Board will discuss the proposals for legal counsel that were received.

8) Documents signed.

- a. July 3, 2018 meeting minutes.
- b. Checks.
- c. AP Authorization Form.
- d. Final WW Main Cleaning & Inspection 2018 Project Authorization Form.
- e. 2018 RADS License Compliance Review estimate.
- f. General Election Notification form.
- g. Credit Application for Secure Energy.
- h. 2nd Quarter Reports.

- 9) Director Beley moved to adjourn. Director Carter seconded and the meeting was adjourned at 8:17 pm.


Andy Carter
Secretary