

MWSD Board Meeting Minutes

May 1, 2018

- 1) Call meeting to order and verify quorum.
 - a. Meeting called to order at 7:02 PM.
 - b. Directors Beley, Carter, Kisner, Swanson, and Wade were in attendance. Manager Pfohl, Office Manager Launa Rae Warinner and Attorney Lindholm were also in attendance. There were no scheduled or unscheduled guests.
- 2) Approval of meeting minutes.
 - a. Director Beley moved to approve the April 17, 2018 meeting minutes. Director Kisner seconded and the minutes were approved.
- 3) Treasurer's report.
 - a. Director Kisner presented payables of \$86,173.00, which included the combined amount of \$75,000 Debt Service funds to pay on the loans. Director Kisner moved for approval of the payables. Director Swanson seconded and the payables were approved.
- 4) Manager's report.
 - a. Ms. Warinner presented and discussed the April Administration Report.
 - b. Mr. Pfohl presented and discussed the April Operations Report.
 - i. The ammonia and total flow graphs are attached. Both are well within permit limits.
 - ii. The water loss and water sales graphs are attached.
 - iii. The Reg 85 annual report was submitted.
 - iv. John and Don installed a new Sodium Bisulfite Pump at the WWTP.
 - c. Ms. Warinner presented and discussed the April Project Status Report.
 - i. Ms. Warinner presented the WW Main Cleaning & Inspection 2018 Project Authorization Form with the Quote for Saylor & Sons excavating manhole lids and road repairs.
 - ii. Ms. Warinner briefed the Board on the current status of the meter installations.
 - iii. Ms. Warinner presented 11 written requests for a possible reduction in the Meter Installation fee and the Administration fee charged to the accounts that had not had the new endpoint meter installed by the March 10, 2018 final date.
 - iv. Ms. Warinner discussed the needed final signatures on the WTP Uranium Canisters Project that was completed in December 2017.
 - d. Mr. Pfohl presented and discussed the March Budget Report.
 - e. Mr. Pfohl presented and discussed four Water Operating Plans that were reviewed and approved by the Water ORC.
- 5) Attorney's Report
 - a. Mr. Lindholm reported that he has received the written responses from 2 of the 3 objectors to the augmentation plan revision. CWCB and HASP have listed questions and concerns that will require additional engineering and legal time to answer.
 - b. Mr. Lindholm discussed potential strategies for moving forward with the Directors. A decision is needed on the future direction of this project.
 - c. The Directors tabled further discussion until the next Board meeting.
- 6) Board actions.
 - a. Director Swanson moved to approve the Saylor & Sons Quote for the WW Main Cleaning and Inspection 2018 Project. Director Beley seconded and the motion passed.
 - b. Director Kisner moved to approve the WTP Uranium Canisters final Project Authorization Form. Director Wade seconded and the motion passed.
 - c. Director Kisner moved to approve the PRV Operating Plan, the Water Distribution Main Operating Plan, the Water Storage Tanks Operating Plan and the Well System Operating Plan. Director Swanson seconded and the motion passed.

- d. Director Swanson moved to reduce the \$500 late meter installation charge to the actual plumbing cost for each of the 13 customers that incurred this charge. The motion also includes a directive to the District staff to send a letter to each of the 13 customers notifying them of the Directors' decision and informing them of the amount of refund they will receive. Director Beley seconded and the motion passed.


7) Other business.

- a. David Green will present the 2017 audit to the Board at the June 5, 2018 meeting.
- b. Due to Mr. Lindholm's decision to retire at the end of this year the Directors asked the District staff to begin the process of finding a new attorney. The Board acknowledged their appreciation for Mr. Lindholm's many years of service.
- c. The Board congratulated Ms. Warinner on completion of the water meter project.

8) Documents signed.

- a. April 17, 2018 meeting minutes.
- b. Checks.
- c. AR Authorization Form.
- d. Saylor & Sons Quote for WW main cleaning 2018 project.
- e. Initial the WW Main Cleaning 2018 Project Form for Saylor contract approval.
- f. WTP Uranium Canisters final Project Form.
- g. PRV Operating Plan.
- h. Water Distribution Mains Operating Plan.
- i. Water Storage Tanks Operating Plan.
- j. Well System Operating Plan.

- 9) Director Beley moved to adjourn. Director Swanson seconded and the meeting was adjourned at 8:40 PM.



Andy Carter
Secretary