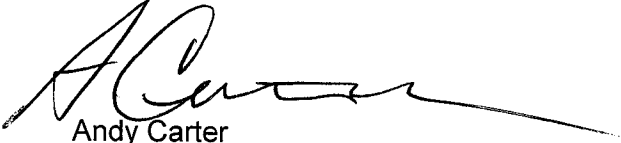


**MWSD Board Meeting Agenda**  
**May 5, 2020**

- 1) Call meeting to order and verify quorum.
  - a. Meeting called to order at 7:00 pm.
  - b. Directors Carter, Sebastian, Swanson and Wade were in attendance. Manager Warinner also attended.
  
- 2) Approval of meeting minutes.
  - a. Director Carter moved to approve the April 21, 2020 meeting minutes. Director Sebastian seconded and the minutes were approved.
  
- 3) Treasurer's report.
  - a. Director Wade presented payables of \$13,550.79. Director Wade moved for approval of the payables. Director Swanson seconded and the payables were approved.
  
- 4) Manager's report.
  - a. Manager Warinner suggests continuing activities to cover business with essential employees until June 1 as is advised to isolate during Covid-19. All employees went back to full-time hours from 7 am to 3 pm and alternating weekends starting May 4. Don and Jay will continue to do operations while distancing, Debbie works in the office with a mask and distancing, and Launa Rae will continue to do administrative work at home and doing office work while trying to distance as much as possible around the other employees. The office will continue to be closed to the public through May 31, 2020.
  - b. Working with Bryan McCarty has been swift and efficient; the March DMR, the First Quarter DMR Report, the March Augmentation Report, the annual WW Reg 85 Report have all been submitted and accepted by CDPHE through the portal. Manager Warinner has been reviewing, revising and discussing past reports with McCarty to make sure that all required documents will be submitted correctly and on time in the future.
  - c. Warinner continues to work with programs to automate MWSD.
  - d. Discuss activity on new SCADA PC, GWUDI engineering plan, GWUDI chlorine levels, RADS Specific License renewal, CCR June Report, SHB Inc. review of RADS changes, Sprint phone.
  
- 5) Board actions.
  - a. Director Swanson moved to approve the review of TENORM regulations reports by Steve Brown of SHB Inc. with the agreement of a 50/50 split with West Ranch to pay the fee. Director Wade seconded and the motion passed.
  
- 6) Other business.
  - a. Manager Warinner asked for the Board's suggestions regarding Settlement Action on Century Link, unemployment information, and employee tasks. No action is needed on the first two items and Manager Warinner is to gather information to compose to-do-lists to maximize productivity of the staff.
  
- 7) Documents signed.
  - a. April 21, 2020 meeting minutes.
  - b. Checks.
  - c. AP Authorization Form.
  
- 8) Director Sebastian moved to adjourn. Director Carter seconded and the meeting was adjourned at 8:40 pm.

  
Andy Carter  
Secretary