

MWSD Board Meeting Minutes

May 21, 2019

- 1) Call meeting to order and verify quorum.
 - a. Meeting called to order at 7:01 pm.
 - b. Directors Wade, Carter, Kisner, Rons, and Swanson were in attendance. Manager Warinner and Attorney Erb were also in attendance. Scott Hermance and Michelle Zeier attended as scheduled guests. David Green attended to present the 2018 Audit.
- 2) Approval of meeting minutes.
 - a. Director Carter moved to approve the May 7, 2019 meeting minutes. Director Rons seconded and the minutes were approved.
- 3) Treasurer's report.
 - a. Director Kisner presented payables of \$19,608.57. 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 will attend to discuss information to get service on a large acre lot in the unplatted area of the district through exclusion. Both Scott and Michelle questioned Manager Warinner and Attorney Erb about the calculated fees, escrow fund and verbiage in the letter sent to them regarding the exclusion of El Pico Drive.
- 5) Manager's report.
 - a. Ms. Warinner presented and discussed the April District Report.
 - b. Ms. Warinner presented and discussed the April monthly budget report.
 - c. Ms. Warinner presented and discussed the May Project Status Report. The status report and the Annual Project Plan Rev B have been updated to reflect changes made to address more immediate actions done in 2019 and budget limits.
 - d. The final invoice from JMAX for the completion of the I&I Project 2019 is attached; the job cost approximately \$1,400 more due to extra cleaning.
 - e. Mr. David Green will present and discuss the 2018 Audit. A draft copy is attached for reference for the Board during the discussion.
- 6) Attorney's report.
 - a. Attorney Erb answered questions for the guests regarding the fee calculation for exclusion of a tract of land on El Pico Drive in the unplatted area of the district.
 - b. Mr. Erb informed Manager Warinner that starting July 1, 2019, notices only need to be posted to the website with a 24 hour notice; paper postings are no longer needed.
- 7) Board Actions.
 - a. Director Swanson moved to approve and sign Annual Project Plan Rev B. Director Kisner seconded and the motion passed.
 - b. Director Carter moved to approve the 2018 Audit. Director Wade seconded and the motion passed.
 - c. Director Carter moved to approve and sign the final JMAX invoice. Director Rons seconded and the motion passed.
 - d. Director Wade moved to approve and sign the final Project Authorization Form for the Bear Park Main Break. Director Swanson seconded and the motion passed.
- 8) Other business.
 - a. None.
- 9) Documents signed.
 - a. May 7, 2019 meeting minutes.
 - b. Checks.
 - c. AP Authorization Form.

- d. Annual Project Plan Rev B.
- e. Audit letter.
- f. JMAX invoice for 2019 I&I Project.
- g. Bear Park Main Break Project Authorization form.

10) Director Swanson moved to adjourn. Director Rons seconded and the meeting was adjourned at 9:00 pm.

A handwritten signature in black ink, appearing to read 'A. Carter', with a long horizontal flourish extending to the right.

Andy Carter
Secretary