

**MWSD Board Meeting Minutes**  
**August 18, 2020**

- 1) Call meeting to order and verify quorum.
    - a. Meeting called to order at 7:01 pm.
    - b. Directors Carter, Wade, Sebastian and Swanson were in attendance. Manager Warinner and Attorney Erb were also in attendance.
  - 2) Approval of meeting minutes.
    - a. Director Carter moved to approve the August 4, 2020 meeting minutes. Director Wade seconded and the minutes were approved.
  - 3) Treasurer's report.
    - a. Director Wade presented payables of \$52,458.35. 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. Ms. Warinner presented and discussed the July District Report.
    - b. Ms. Warinner discussed actions to complete an employee's resignation. No response was received by August 13 from Debbie Schmiedbauer.
    - c. Ms. Warinner discussed a Request for Facts form and a response letter to the Department of Labor and Unemployment to address claims submitted. See attached requests and draft letters.
    - d. A WRT Media Replacement Agreement is attached for the Board's review, approval and signature.
    - e. The Agreement with Paystar to implement the auto-pay billing program was reviewed by Attorney Jeff Erb; the terms are straightforward and do not require any changes. An Illegal Aliens Addendum will be sent to them with a request to sign to fulfill the language required by statute for the District's contracts. Final decisions on options available should be made so the program can be installed and implemented.
    - f. Velocity Constructors, Inc. has reviewed an Agreement for Services with MWSD to continue with Phase 2 of the Filtration Project for the GWUDI solution at the Water Treatment Plant that was composed by Adam Sommers of Aquaworks and reviewed and approved by Attorney Erb. The scope of work and cost is on Pages 10 and 11. If the Board approves, the contract could be signed to continue the work on this project.
  - 6) Attorney's report.
    - a. Discussion during the manager's report.
  - 7) Board Actions.
    - a. Director Wade moved to approve and sign the WRT Media Replacement Agreement. Director Sebastian seconded and the motion passed.
    - b. Director Swanson moved to approve and sign the Paystar Application and Agreement. Director Carter seconded and the motion passed.
    - c. Director Sebastian moved to approve and sign the Velocity Constructors Agreement with an updated Certificate of Insurance attached. Director Wade seconded and the motion passed.
- Other business.
- a. None.
- 8) Documents signed.
    - a. August 4, 2020 meeting minutes.
    - b. Checks.
    - c. AP Authorization Form.
    - d. Payroll Authorization Form.

- e. WRT Media Replacement Agreement.
- f. Velocity Constructors Filter Phase 2 Agreement of Services.

9) Director Swanson moved to adjourn. Director Wade seconded and the meeting was adjourned at 8:16 pm.

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

Andy Carter  
Secretary