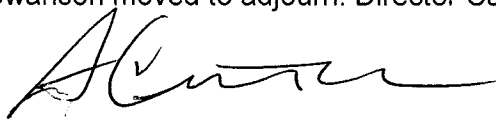


MWSD Board Meeting Minutes

August 20, 2019

- 1) Call meeting to order and verify quorum.
 - a. Meeting called to order at 7:00 pm.
 - b. Directors Carter, Feenstra, Rons, Wade, and Swanson were in attendance. Manager Warinner and Attorney Erb were also in attendance. Scheduled guest Grant Wilkinson did not attend.
- 2) Approval of meeting minutes.
 - a. Director Swanson moved to approve the August 6, 2019 meeting minutes. Director Carter seconded and the minutes were approved.
- 3) Treasurer's report.
 - a. Director Feenstra presented payables of \$26,810.58. Director Feenstra moved for approval of the payables. Director Wade seconded and the payables were approved.
- 4) Scheduled Guests.
 - a. Grant Wilkinson attended to speak to the Board about 3300 gallons of water used starting at 11 pm on Friday, 7/19/19 through 11 am on Saturday, 7/20/19. Manager Warinner had sent a copy of the usage form with his bill and he has stated there is nothing in his house that could use that much water; Warinner tried to explain the history of this kind of usage especially overnight is usually a toilet flapper not sealing completely until used again. Attached is usage information.
Mr. Wilkinson did not attend the meeting.
- 5) Manager's report.
 - a. Ms. Warinner presented and discussed the July District Report.
 - b. Ms. Warinner presented and discussed the July monthly budget report.
 - c. The 2019 budget meeting workshop was held before the regularly scheduled board meeting at the 2nd September meeting last year; the Board should decide if the 2020 budget meeting will be held at 5:30 pm at the district office before the 7 pm meeting on September 17, 2019.
 - d. The Jeep Wrangler has been sold for \$17,500.
 - e. A note from Chris Teter was left in the MWSD mailbox informing us that he will be marking trees for removal; Operator Staal will review and verify that none of the trees will be on district property. See attached note.
- 6) Attorney's report.
 - a. Attorney Erb presented a DRAFT Encroachment Agreement to address the request submitted by Mr. & Mrs. Brice. Suggestion: add a paragraph noting that the legal fees to complete this document will need to be paid by Brice.
- 7) Board Actions.
 - a. Encroachment Agreement will be revised, signed by Board and presented to Brice with a cover letter informing of legal fees incurred. Subject to payment of the legal fees by Brice and their notarized signatures, the Agreement will be submitted to Jefferson County to be recorded. Director Swanson moved to continue the agreement process. Director Wade seconded and the motion passed.
 - b. Director Feenstra moved to have the 2020 budget workshop along with the regularly scheduled meeting at 5:30 pm at MWSD office on 10/15/2019. Director Carter seconded and the motion passed.
- 8) Other business.
 - a. Manager Warinner spoke generally about some of the district policies such as outside water use supervised by the Jefferson County Water Commissioner and resident's private lift stations.
- 9) Documents signed.
 - a. August 6, 2019 meeting minutes.
 - b. Checks.
 - c. AP Authorization Form.
 - d. Bank of the West signature cards.

10) Director Swanson moved to adjourn. Director Carter seconded and the meeting was adjourned at 8:29 pm.

A handwritten signature in black ink, appearing to read 'A. Carter', written in a cursive style.

Andy Carter, Secretary