

MWSD Board Meeting Minutes
August 21, 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 Warinner and Attorney Lindholm were also in attendance. No scheduled or unscheduled guests attended.
- 2) Approval of meeting minutes.
 - a. Director Swanson moved to approve the August 7, 2018 meeting minutes. Director Kisner seconded with an amendment to Other Business and the minutes were approved.
- 3) Treasurer's report.
 - a. Director Kisner presented payables of \$19,294.07. 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 July Administration Report.
 - b. Ms. Warinner presented and discussed the July Operations Report.
 - c. Ms. Warinner presented and discussed the July Project Status Report.
 - d. Mr. Pfohl and Ms. Warinner are working on the 2019 budget proposal. A date should be picked for the Budget Meeting.
 - e. Mr. Staal and Ms. Warinner trained with Mr. Pfohl to begin using the electronic Augmentation Report; this has improved this procedure immensely.
- 5) Attorney's Report
 - a. Mr. Lindholm discussed the final actions completed on the Outside Water Project withdrawal; the court has dismissed the amendment application to our Augmentation Plan without prejudice.
 - b. After Office Manager Warinner informed Mr. Lindholm that we got notice of a foreclosure on Austin Barlow's house at 31327 Kings Valley West, it was confirmed that the policy for non-payment would be followed and the total amount due for the 2013 curbstop repair repayment to MWSD be calculated.
 - c. Mr. Lindholm discussed subjects that the Board should consider when deciding on an attorney replacement.
- 6) Board actions.
 - a. An estimate from Hancey Enterprises to install a hot water supply out in the WWTP is presented for approval and signatures. This item was tabled until an estimate from Litescape for electrical updating could be reviewed as part of the project.
 - b. The Lightning Rods were installed for added protection and this project is now completed. Director Beley moved to approve signing the Final Lightning Protection Authorization Form. Director Swanson seconded and the motion passed.
 - c. Director Beley moved to accept both John McWilliams and Trevor Staal's employment proposals to deal with the impact of John's retirement. Director Kisner seconded and the motion passed.
 - d. Director Kisner moved to approve a payroll increase for Office Manager, Launa Rae Warinner, from \$22.50 to \$25.00/hour effective August 1, 2018. Director Swanson seconded and the motion passed.
 - e. After a discussion regarding attorney options Director Kisner moved to hire the law firm Seter & Vander Wall with the understanding that we will be working directly with Jeff Erb. Director Swanson seconded and the motion passed. With Board authorization, Office Manager Warinner is to contact Jeff Erb and get this process started.

- 7) Other business.
 - a. Manager Pfohl announced that he is moving forward on leaving the district but will continue to work with MWSD as a consulting manager.
 - b. Director Beley has his house on the market and suggested that the board members start considering interested parties for nomination.

- 8) Documents signed.
 - a. August 7, 2018 meeting minutes.
 - b. Checks.
 - c. AP Authorization Form.
 - d. Hancey Enterprises WWTP hot water estimate.-Tabled.
 - e. Final Lightning Protection Project Authorization Form.

- 9) Director Swanson moved to adjourn. Director Beley seconded and the meeting was adjourned at 8:43 pm.



Andy Carter
Secretary