

MWSD Board Meeting Minutes

February 1, 2022

- 1) Call meeting to order and verify quorum.
 - a. Meeting called to order at 7:01 pm.
 - b. Directors Carter, McKenzie, Wade, Sebastian, and Swanson were in attendance. Manager Warinner was excused due to bad weather conditions.
- 2) Approval of meeting minutes.
 - a. Director Carter moved to approve the January 18, 2022 meeting minutes. Director Sebastian seconded and the minutes were approved.
- 3) Treasurer's report.
 - a. Director Wade presented payables of \$22,939.95. Director Wade moved for approval of the payables. Director McKenzie seconded and the payables were approved.
- 4) Scheduled Guests.
 - a. None
- 5) Manager's report.
 - a. Manager Warinner got an estimate of \$250.00 from Only the Best Carpet Cleaning to clean the office, stairs, and downstairs bath carpet. Needs Board's consideration and permission.
 - b. MWSD received the Closing Notice from Sedgwick Claims Management Services regarding the final No Fault Water Intrusion coverage for the house at 30823 Kings Valley Drive; a \$500.00 deductible needs to be paid by MWSD. See notice from Sedgwick.
 - c. The CDPHE Department requires an inspection on the boiler located at the MWSD office; and on 1/18/2022 the boiler failed. This is the original system that was installed in 1991 and requires many safety upgrades. All-Phase Plumbing & Heating repaired the boiler for \$350.00 on 1/20/2022 because there was no heat in the office. All-Phase also submitted an Estimate to replace the failed boiler; the sum of \$4,745 must be paid prior to ordering the material with the balance due upon completion. The Proposal is enclosed for approval and signatures. The CDPHE Deficiency Notice is also attached.
- 6) Board Actions.
 - a. None
- 7) Other business.
 - a. Directors decided that we need to revisit carpet cleaning in April/May, after the muddy season.
 - b. Director McKenzie asked if we can go to two-sided copies whenever possible to help save paper and cost.
 - c. Need to get update on district handbook from Attorney Erb.
- 8) Documents signed.
 - d. January 18, 2022 meeting minutes.
 - e. Checks.
 - f. AP Authorization Form.
 - g. Payroll Authorization Forms.
 - h. Billing Adjustments approval.
 - i. All-Phase boiler proposal.
- 9) Director Wade moved to adjourn. Director Sebastian seconded and the meeting was adjourned at 7:27 pm.


Andy Carter, Secretary