

**Western Area Water Supply Authority  
Board of Directors Meeting  
WAWSA Office 9:00am  
Thursday – April 20, 2017**

**Attendees**

Members Present: Chris Brostuen, Raoul Brandt, Ellis Haake, Richard Liesener, Ward Koeser, Mark Owan, Gary Rust and Gene Veeder.

Members Absent: Bert Anderson and Denton Zubke.

Others Present: Jaret Wirtz (WAWSA), Kim Schilke (WAWSA), Jason Slater (WAWSA), Jacob Monson (WAWSA), Tami Norgard (Vogel Law Firm), Cory Chorne (AE2S), Dustin Schultz (AE2S), Maria Effertz Hanson(AE2S) via phone, and Dave Tuan (City of Williston).

**Meeting Called to Order**

Chairman Owan called the meeting to order at 9:00am.

**Approval of Agenda**

The agenda was presented for approval. **Rust moved to approve the agenda, Brostuen seconded.**

MOTION CARRIED UNANIMOUSLY BY VOICE VOTE.

**Approval of the Minutes**

Minutes of the March 23, 2017 board meeting were presented for approval. **Haake moved to approve the meeting minutes as presented, Liesener seconded.**

AYE: Brostuen, Haake, Brandt, Koeser, Rust (also voting for Anderson), Veeder (also voting for Zubke), Liesener, Owan

NAY: 0

CARRIED: 10-0

**Financial Report**

The March General financial report and the March Industrial financial report were presented for consideration and discussion. **Rust moved to accept the financial reports as presented, Koeser seconded.**

AYE: Brostuen, Haake, Brandt, Koeser, Rust (also voting for Anderson), Veeder (also voting for Zubke), Liesener, Owan

NAY: 0

CARRIED: 10-0

The board discussed past due accounts receivable accounts. **Veeder made a motion to give the Executive Committee the authority to negotiate collection of Pro Frac's past due account, Rust seconded.**

AYE: Brostuen, Haake, Brandt, Koeser, Rust (also voting for Anderson), Veeder (also voting for Zubke), Liesener, Owan

NAY: 0

CARRIED: 10-0

**1st Dakota Enterprises Payment Request**

Wirtz presented the board with 1<sup>st</sup> Dakota Enterprises payment request #7 in the amount of \$51,486.45 and pay request #8 in the amount of \$21,280.00 for the office/shop renovations. **Veeder moved to approve the payments #7 & #8 to 1<sup>st</sup> Dakota Enterprises, Haake seconded.**

AYE: Brostuen, Haake, Brandt, Koeser, Rust (also voting for Anderson), Veeder (also voting for Zubke), Liesener, Owan

NAY: 0  
CARRIED: 10-0

## **Executive Director's Report**

### **System Updates & Industrial Sales Report**

Wirtz gave system and reclamation updates.

#### **Industrial Sales**

The industrial sales for March were \$649,470.00.

#### **NDIC Meeting**

Wirtz reported he will be meeting with the NDIC on May 1<sup>st</sup> to discuss potential industrial rates.

#### **2017 Legislative Session**

Wirtz updated the board on HB 1020.

#### **Oasis Oil and Gas Lease**

Wirtz presented an Oil and Gas Lease for mineral acres under the office in the amount of \$800.00. **Brostuen moved to approve contingent on legal counsels' review, Haake seconded.**

AYE: Brostuen, Haake, Brandt, Koeser, Rust (also voting for Anderson), Veeder (also voting for Zubke), Liesener, Owan  
NAY: 0  
CARRIED: 10-0

#### **Employee Compensation**

First quarter employee bonus evaluations have taken place. Chairman Owan recommended a 7.5% 1st quarter bonus for Executive Director Jaret Wirtz. **Veeder moved to give Wirtz a 7.5% 1st quarter bonus based on Chairman Owan's recommendation, Koeser seconded.**

AYE: Brostuen, Haake, Brandt, Koeser, Rust (also voting for Anderson), Veeder (also voting for Zubke), Liesener, Owan  
NAY: 0  
CARRIED: 10-0

#### **Future Loan Funding**

Wirtz discussed potential grant amounts and possible loan sources available for cost share.

#### **Easement Procurement**

Wirtz asked for a group resolution for legal acquisition for the following projects:

- MCWRD System 1 Expansion – Spring Creek
- R & T Stanley Rural Distribution Prt1 Alternate 1, 2, 3
- R & T West White Earth Rural Dist. Base and Alternate
- WRWD Est Hwy 1804 Transmission Main
- R & T East White Earth Rural Distribution
- WRWD North 200K Rural Distribution

**Koeser made a motion for a resolution for legal acquisition of remaining easements for the above listed projects, Brostuen seconded.**

AYE: Brostuen, Haake, Brandt, Koeser, Rust (also voting for Anderson), Veeder (also voting for Zubke), Liesener, Owan  
NAY: 0

CARRIED: 10-0

### Project Updates

Chorne presented a current water demand report and the capital accounting report.

#### East Transmission Main Part 2 – East Pump Station

Schultz presented the Final Inspection and Acceptance for CB&I on the WRWD East Transmission Main Part 2 1M Elevated Tank to the board for their approval. **Koeser moved to approve the Final Inspection and Acceptance, Haake seconded.**

AYE: Brostuen, Haake, Brandt, Koeser, Rust (also voting for Anderson), Veeder (also voting for Zubke), Liesener, Owan  
NAY: 0  
CARRIED: 10-0

Schultz presented the Final Inspection and Acceptance for Rice Lake Construction on the WRWD East Transmission Main Part 2 Pump Station to the board for their approval. **Rust moved to approve the Final Inspection and Acceptance, Veeder seconded.**

AYE: Brostuen, Haake, Brandt, Koeser, Rust (also voting for Anderson), Veeder (also voting for Zubke), Liesener, Owan  
NAY: 0  
CARRIED: 10-0

#### Stanley High Point to Stanley Transmission Main

Schultz presented Elk River Services Change Order #2 in the amount of a \$13,500.00 for work on the abandonment of the existing pump station to the board for their approval. **Rust moved to approve Change Order #2, Haake seconded.**

AYE: Brostuen, Haake, Brandt, Koeser, Rust (also voting for Anderson), Veeder (also voting for Zubke), Liesener, Owan  
NAY: 0  
CARRIED: 10-0

#### SWC Grant Requests

The SWC \$60M Grant request #17-042017 in the amount of \$493,873.54 and the SWC \$39.5M Grant request #32-042017 in the amount of \$63,487.50 were presented to the board for their approval. **Liesener moved to approve the SWC grant requests, Rust seconded.**

AYE: Brostuen, Haake, Brandt, Koeser, Rust (also voting for Anderson), Veeder (also voting for Zubke), Liesener, Owan  
NAY: 0  
CARRIED: 10-0

Chairman Owan adjourned the meeting.



Mark Owan, Chairman



Kim Schilke, Secretary