

**Western Area Water Supply Authority
Board of Directors Meeting
WAWSA Office 9:00am
Thursday – October 19, 2017**

Attendees

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

Members Absent: Bert Anderson

Others Present: Todd Pokrzywinski (WAWSA), Kim Schilke (WAWSA), Jacob Monson (WAWSA), Tami Norgard (Vogel Law Firm) via phone, Cory Chorne (AE2S), Dan Berthe (AE2S), Jeff Shaffer (MCWRD), Liz Suhr (R & T) and David 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. **Koeser moved to approve the agenda, Haake seconded.**

MOTION CARRIED UNANIMOUSLY BY VOICE VOTE.

Approval of the Minutes

Minutes of the September 21, 2017 board meeting were presented for approval. **Zubke moved to approve the meeting minutes as presented, Brostuen seconded.**

AYE: Haake, Koeser, Brandt, Zubke, Liesener, Veeder, Brostuen, Owan
NAY: 0
CARRIED: 8-0

Financial Report

The September General financial reports and the September Industrial financial reports were presented for consideration and discussion. **Liesener moved to accept the financial reports as presented, Haake seconded.**

AYE: Haake, Koeser, Brandt, Zubke, Liesener, Veeder, Brostuen, Owan
NAY: 0
CARRIED: 8-0

Chairman Owan updated the board on WAWSA condemnation/eminent domain court cases resulting from landowner rejecting the appraised value of land for easements.

Executive Director's Report

System Updates

Pokrzywinski gave a system update. He reported the Hwy 1804 East project is nearing completion. He also reported that the approval for construction of a new access from the new bridge to the intake at the Williston Regional Water Treatment Plant pending approval from the NDDOT. The current contractor is willing to construct the access.

Industrial Sales

The industrial sales for September were \$1,665,550.00.

9:15 am Rust joined the meeting.

McKenzie County Building Cost Share

WAWSA could cost share with McKenzie County for two heated shop stalls, cold storage and office space in the new Public Works Shop they are planning to construct. The cost share would be approximately \$750,000.00, with payments made over a three-year period. **Koeser made a motion to proceed with the cost share project not to exceed \$750,000.00 and to have WAWSA's legal firm, Vogel Law Firm, review the cost share agreement, Haake seconded.**

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

NAY: 0

CARRIED: 10-0

Employee Compensation

Third quarter employee bonus evaluations have taken place. Chairman Owan recommended a 9% 3rd quarter bonus for Executive Director Jaret Wirtz. **Koeser moved to give Wirtz a 9% 3rd quarter bonus based on Chairman Owan's recommendation, Zubke seconded.**

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

NAY: 0

CARRIED: 10-0

Reclamation/Warranty Work

Pokrzywinski discussed the contractor's responsibility for reclamation. He asked that at least one month before the warranty expires that the project line be inspected and the contractor be given a punch list of reclamation items that need to be addressed before the project warranty expires.

Project Updates

Chorne presented a current water demand report, the capital accounting report and the Williston WTP master plan update.

BDW South Crosby Rural Distribution

Chorne presented Murphy Pipe and Civil LLC's Final Inspection and Acceptance to the board for their approval. **Veeder made a motion to approve to accept the Final Inspection and Acceptance, Brostuen seconded.**

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

NAY: 0

CARRIED: 10-0

R & T White Earth West Rural Distribution

Chorne presented American General Contractors Inc. Certificate of Substantial Completion for the Tioga High Point Pump Station to the board for their approval. **Zubke made a motion to accept the Certificate of Substantial Completion, Koeser seconded.**

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

NAY: 0

CARRIED: 10-0

SWC Grant Requests

The SWC \$60M Grant request #23-101917 and the SWC \$39.5M Grant request #38-101917 were presented to the board for their approval. **Rust moved to approve the SWC grant requests, Zubke seconded.** AE2S asked that the Murphy Pipe and Civil payment be held until WAWSA is reimbursed for the time required to review the pipe standards with the ND Health Department for pipe Murphy installed and WRWD is reimbursed for their time in installing meter pits.

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

NAY: 0

CARRIED: 10-0

Rust made a motion to adjourn, Brostuen seconded.

Carried.

Chairman Owan adjourned the meeting.



Mark Owan, Chairman



Kim Schilke, Secretary