

**Western Area Water Supply Authority  
Board of Directors Meeting  
WAWSA Office August 16, 2018**

**Attendees**

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

Members Absent: Bert Anderson, Richard Liesener and Gene Veeder.

Others Present: Todd Pokrzywinski (WAWSA), Kim Schilke (WAWSA), Dustin Schultz (AE2S), Cory Chorne (AE2S), Tami Norgard (Vogel Law Firm), Jason Slater (WAWSA), Jacob Monson (WAWSA), Ben Clarys (NWRWD), Liz Suhr (R & T), Jeff Shaffer (MCWRD), Charles Vein (AE2S), Mark Limpert (SEH), Ken Nysether (SEH) and Kenny Bergstrom (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, Zubke seconded.**

MOTION CARRIED UNANIMOUSLY BY VOICE VOTE.

**Approval of the Minutes**

Minutes of the July 19, 2018 board minutes were presented for approval. **Zubke moved to approve the minutes as presented, Koeser seconded.**

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

NAY: 0

CARRIED: 10-0

**Financial Report**

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

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

NAY: 0

CARRIED: 10-0

**Executive Director's Report**

**System Updates**

Pokrzywinski gave an update of the WAWSA system. He reported on the office space and cold storage that WAWSA will be using in the new building McKenzie County and that the Williston Regional WTP access to the intake is on schedule.

**Industrial Sales**

Schilke reported the industrial sales for July were \$1,334,354.00.

**NDIC Industrial Expenditure Reimbursement Request**

Schilke submitted to the board a NDIC reimbursement request for \$835,745.52 for upgrades to the Alexander and Indian Hills pumps and upsizing 3 miles of pipe for their approval that will be presented to the NDIC for approval to reimburse. Schilke also presented \$1,002,722.60 in invoices from August 1, 2018 – August 15, 2018 for this project that need to be paid before the next board meeting. **Zubke moved to approve the NDIC reimbursement request and to pay the bills that were presented, Ellis seconded.**

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

NAY: 0

CARRIED: 10-0

### **State Water Commission Update**

Owan gave an update on the August SWC meeting.

### **RFPs for Legal and Engineering**

The board was presented with RFPs from three legal firms and three engineering firms to consider. Owan asked that the interviews of the RFPs be moved to September so that the new director could be a part of the selection process. The full board will interview the applicants.

### **Industrial Contracts**

The committee to review the industrial contract forms met and presented changes to Norgard for her review. Industrial contract forms will be presented to the board at the September meeting.

### **Executive Director Position**

Owan reported that the search committee reviewed all applicants and interviewed four of the applicants. Owan stated that the search committee recommends the board extend an offer to Curtis Wilson for the position of Executive Director. **Zubke made a motion to extend an offer to Curtis Wilson for the Executive Director's position with a salary range of 20% below or above the former Executive Director's salary and \$5,000.00 for moving expenses, Koeser seconded.**

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

NAY: Rust

CARRIED: 8-0

### **Project Updates**

Dustin Schultz presented a current water demand report and the capital accounting for July.

### **Stanley Distribution Part 1 Alt 3**

Schultz presented Carstensen Change Order #1 for service to additional users in the amount of \$35,297.60 to the board for their approval. **Zubke made a motion to approve Change Order #1, Haake seconded.**

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

NAY: 0

CARRIED: 10-0

### **R & T West White Earth Dist. Alt**

Schultz presented Carstensen Change Order #3 in the amount of \$213,387.00 for the increase in price for PRV vaults to the board for their approval. **Zubke made a motion to approve Change Order #3, Koeser seconded.**

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

NAY: 0

CARRIED: 10-0

**Engineering Task Order Amendments**

Schultz presented the following engineering task order amendments to the board of their approval.

**Zubke made a motion to approve the task order amendments, Brostuen seconded.**

WRWD East Transmission Main TO #25c Amend No 1 -	-\$228,188.87
WRWD East Transmission Main TO #25d Amend No 1	-\$211,177.38
WRWD Blacktail Dam Rural Dist TO 26a-1 Alt Amend No 1	-\$106,513.25
WRWD Blacktail Dam Rural Dist TO 26b Alt Amend No 2	-\$ 75,279.70
WRWD/R&T Epping Alt 2 Rural Dist TO #39a Amend No 2	-\$ 3,314.23
West White Earth Rural Dist. TO #43A-2 Amend No 1	\$120,000.00
R & T Stanley Trans Main TO #46a Amend No 1	-\$ 99,535.60
Williston WTP Pretreatment TO #55 Amend No 1	\$ 35,000.00
Williston WTP Intake Access TO #59 Amend No 1	\$ 35,000.00

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

NAY: 0

CARRIED: 10-0

**SWC Grant Requests**

The SWC \$60M Grant request #33-081618 and the SWC \$20M Grant request #10-081618 were presented to the board for their approval. **Zubke moved to approve the SWC grant requests, Koeser seconded.**

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

NAY: 0

CARRIED: 10-0

Chairman Owan adjourned the meeting.

  
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Mark Owan, Chairman

  
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Kim Schilke, Secretary