

**Western Area Water Supply Authority  
Board of Directors Meeting Minutes  
WAWSA Office August 20, 2020**

**Attendees**

Members Present: Doug Anderson, Chris Brostuen, Ellis Haake, Ward Koeser, Larry Novak, Mark Owan and Gary Rust.  
Members Present via phone or video: Vawnita Best, Raoul Brandt, and Richard Liesener.  
Members Absent: none

Others Present: Tami Madsen (WAWSA) via phone, Kim Schilke (WAWSA), Weston McGruder (AE2S), Dustin Schulz (AE2S), Cory Chorne (AE2S), Kent Ritterman (Moore Engineering), Dave Bell (City of Williston), Kenny Bergstrom (City of Williston), Ben Clarys (NWRWD), Craig Haskins (R & T), Jeff Shaffer (MCWRD), Julius Wakam (MCWRD), and Jacob Monson (WAWSA).

**Meeting Called to Order**

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

**Approval of Agenda**

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

MOTION CARRIED UNANIMOUSLY BY VOICE VOTE.

**Approval of the Minutes**

Minutes of the July 16, 2020 board meeting were presented for approval. **Haake moved to approve the minutes as presented, Koeser seconded.**

AYE: Haake, Koeser, Rust, Anderson, Brostuen, Novak, Brandt, Best, Liesener and Owan  
NAY: 0  
CARRIED: 10-0

Minutes of July 17, 2020, executive committee meeting were presented for approval. **Brostuen moved to approve the minutes as presented, Anderson seconded.**

AYE: Haake, Koeser, Rust, Anderson, Brostuen, Novak, Brandt, Best, Liesener and Owan  
NAY: 0  
CARRIED: 10-0

**Financial Report**

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

AYE: Haake, Koeser, Rust, Anderson, Brostuen, Novak, Brandt, Best, Liesener and Owan  
NAY: 0  
CARRIED: 10-0

Schilke notified the Board that McKenzie Electric had sent an offer to put pay 20% of the unretired balance of WAWSA's cooperative capital credits with the balance of the capital credits retained by the cooperative as permanent equity. She asked the Board how they would like to proceed. **Brostuen made a motion to decline the offer to purchase the cooperative capital credits, Koeser seconded.**

AYE: Haake, Koeser, Rust, Anderson, Brostuen, Novak, Brandt, Best, Liesener and Owan  
NAY: 0

CARRIED: 10-0

### **Executive Director Report**

Madsen gave a monthly update on the WAWSA system operations. She reported that WAWSA has completed a maintenance water tie-in with Continental. She informed the Board that the City of Williston has approached her about painting a "Welcome to the Williston" logo on the east water tower. The City will come with a formal request in the future. She informed the Board that the State Water Commission tabled project funding.

### **MCWRD Request**

MCWRD requested to put a radio antenna on the Alexander tower that is being used by the Alexander 1<sup>st</sup> Responders. **Rust made a motion to allow MCWRD to put the radio antenna on the tower, Haake seconded.**

AYE: Haake, Koeser, Rust, Anderson, Brostuen, Novak, Brandt, Best, Liesener and Owan

NAY: 0

CARRIED: 10-0

### **McKenzie County Office Building**

Madsen reported that McKenzie County may be interested in purchasing back the WAWSA portion of the McKenzie County building. The WAWSA board would be interested in selling their portion back to McKenzie County if we could sell it back for what we have invested in it.

### **Moore Engineering Contract**

Madsen recommended that due to lack of funding and the fact that this is a tier two project that the Moore Engineering Contract be terminated for convenience. **Novak made a motion to terminate for convenience the Moore Engineering Contract, Brostuen seconded.** Brostuen thanked Moore for the work done.

AYE: Haake, Koeser, Rust, Anderson, Brostuen, Novak, Brandt, Best, Liesener and Owan

NAY: 0

CARRIED: 10-0

### **Decline Bids Due to Lack of Funding**

Madsen made a recommendation to decline all bids except the East and West White Earth Rural Distribution Alternates and the North 200K Rural Distribution projects due to lack of funding. The service to Stanley 20" pipeline may be funded by Cares funding. **Koeser made a motion to reject all bids except the East and West White Rural Dist. Alternates and the North 200K Rural Distribution projects, Anderson seconded.**

AYE: Haake, Koeser, Rust, Anderson, Brostuen, Novak, Brandt, Best, Liesener and Owan

NAY: 0

CARRIED: 10-0

### **Project Updates**

McGruder presented a current water demand report and the July capital accounting.

### **R&TWD North 200K Transmission Main**

McGruder presented the final balancing change order to true up the completion dates, the Certificate of Substantial Completion, and the Final Inspection and Acceptance from Carstensen Contracting, Inc. for the North 200K Transmission Main for the Board's approval. **Anderson made a motion to approve the balancing change order, the Certificate of Substantial Completion, and the Final Inspection and Acceptance from Carstensen Contracting, Inc., Haake seconded.**

AYE: Haake, Koeser, Rust, Anderson, Brostuen, Novak, Brandt, Best, Liesener and Owan

NAY: 0  
CARRIED: 10-0

**Engineering Task Order Amendment**

McGruder presented task order amendments to close out Task Order 43A R&T West White Earth Rural Distribution base, Task Order 59 Williston Water Treatment Plant Intake Access, and Task Order 61 the 2019 Program Management Services to the Board for their approval. **Brostuen made a motion to approve the engineering task order amendments, Rust seconded.**

AYE: Haake, Koeser, Rust, Anderson, Brostuen, Novak, Brandt, Best, Liesener and Owan  
NAY: 0  
CARRIED: 10-0

**SWC Grant Requests**

SWC \$20M Grant monthly request #35-08202020 and SWC \$5,476K monthly request #10-08202020 were presented to the Board for their approval. **Rust moved to approve the SWC grant requests, Haake seconded.**

AYE: Haake, Koeser, Rust, Anderson, Brostuen, Novak, Brandt, Best, Liesener and Owan  
NAY: 0  
CARRIED: 10-0

**Rust moved to adjourn; Koeser seconded.**

Chairman Owan adjourned the meeting.



Mark Owan, Chairman



Kim Schilke, Secretary