

**Western Area Water Supply Authority
Board of Directors Meeting
WAWSA Office May 20, 2021**

Attendees

Members Present: Doug Anderson, Kent Bickler (R&T Alternate), Raoul Brandt, Chris Brostuen, Ellis Haake, Ward Koeser, Larry Novak, Gary Rust, and Mark Owan.

Members Absent: Richard Liesener

Others Present: Tami Madsen (WAWSA), Char Imsland (WAWSA), Dave Bell (WAWSA), Jacob Monson (WAWSA), Weston McGruder (AE2S), Dustin Schultz (AE2S), Kent Ritterman (Moore Engineering), Jeff Schaffer (MCWRD), Liz Suhr (R&T), Craig Haskins (R&T), Kenny Bergstrom (City of Williston), Grace Demars (City of Watford City) via video, Corey Chorne (AE2S) via video, and KrisAnn Norby-Jahner (Vogel) via phone.

Meeting Called to Order

Chairman Owan called the meeting to order at 9:08 am.

Approval of Agenda

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

MOTION CARRIED UNANIMOUSLY BY VOICE VOTE.

Executive Session

Novak made a motion to enter executive session for a discussion on an employment issue, and attorney consultation as related to the issue, Brostuen seconded.

Aye: Anderson, Bickler, Brandt, Brostuen, Haake, Koeser, Novak, Rust, and Owan

Nay: 0

Carried: 9-0

9:20 am the board entered the executive session.

Novak made a motion to exit the executive session, Rust seconded.

Aye: Anderson, Bickler, Brandt, Brostuen, Haake, Koeser, Novak, Rust, and Owan

Nay:0

Carried: 9-0

At 9:35 am the board left the executive session.

Novak made a motion to authorize Chairman Owan to sign the severance package as presented, Haake Seconded.

Aye: Anderson, Bickler, Brandt, Brostuen, Haake, Koeser, Novak, Rust, and Owan

Nay:0

Carried: 9-0

Election of Board Secretary

Owan called for nominations for Secretary-Treasurer. **Rust moved and Koeser seconded to nominate Char Imsland for Secretary-Treasurer.** Nominations Closed.

Aye: Anderson, Bickler, Brandt, Brostuen, Haake, Koeser, Novak, Rust, and Owan

Nay: 0

Carried: 9-0

Approval of the Minutes

Minutes of the April 15, 2021 board meeting were presented for approval. **Haake moved to approve the minutes as presented, Rust seconded.**

Aye: Anderson, Bickler, Brandt, Brostuen, Haake, Koeser, Novak, Rust, and Owan

Nay: 0

Carried: 9-0

Financial Reports

The April Domestic financial report and the Industrial financial report were presented to the board for their consideration and discussion. **Novak moved to approve the financial reports as presented, Brostuen seconded.**

Aye: Anderson, Bickler, Brandt, Brostuen, Haake, Koeser, Novak, Rust, and Owan

Nay: 0

Carried: 9-0

R&T Budget Reduction

Madsen reported that the R&T Board approved the amended budget. **Rust moved to approve the accepted amended budget, seconded by Novak.**

Aye: Anderson, Bickler, Brandt, Brostuen, Haake, Koeser, Novak, Rust, and Owan

Nay: 0

Carried: 9-0

Madsen presented the board with the April capital accounting report.

Executive Director Report

Madsen gave a monthly update on the WAWSA system operations.

Madsen reported that a meter was replaced at the Lewis & Clark pump station.

SWC/NDIC Updates

Madsen reported the Stanley transmission line was approved in the subcommittee meeting but she doesn't think that the project will be approved by the SWC because of the high cost of pipe.

Madsen also reported that through HB1431 the legislature paid \$74.5M toward WAWSA's resources trust fund loans. While appreciated, this only changed WAWSA's immediate cash flow position by \$105,000.00 per month, considering that the loans being paid were not scheduled for principal repayment until a future date.

Bank Account Authorized Signer Update

Madsen reported that the auditors with Brady Martz suggested that the person that prints the checks should not be able to sign the checks and that the Executive Director and the Board Chairman be authorized to sign checks for the WAWSA bank accounts. Madsen requested a motion to remove Char Imsland and Colleen Cannon from the First State Bank & Trust checking # xxxx18111, and remove Colleen Cannon from the BND Reserve Checking Account # xxx2918, the BND Industrial Checking # xxx2993, the BND Renewal and Replacement # xxx2161, and as an authorized agent for the First State Bank credit cards. Adding Chairman Mark Owan as an authorized signer on the First State Bank & Trust checking # xxxx18111, the BND Reserve Checking Account # xxx2918, the BND Industrial Checking # xxx2993, and the BND Renewal and Replacement # xxx2161. **Haake moved to remove Char Imsland and Colleen Cannon from the First State Bank & Trust Checking # xxxx18111, and remove Colleen Cannon from the BND Reserve Checking Account # xxx2918, the BND Industrial Checking # xxx2993, the BND Renewal and Replacement # xxx2161, and as an authorized agent for the First State Bank credit cards, and adding Chairman Mark Owan as an authorized signer to the First State Bank & Trust Checking # xxxx18111, the BND Reserve Checking Account # xxx2918, the BND Industrial Checking # xxx2993, the BND Renewal and Replacement # xxx2161, seconded by Koeser.**

Aye: Anderson, Bickler, Brandt, Brostuen, Haake, Koeser, Novak, Rust, and Owan

Nay: 0

Carried: 9-0

29 Mile Project Update

Kent Ritterman with Moore Engineering presented the 29 Mile project update. Ritterman reported that the contract has been signed by Carstensen Contracting. He also requested a motion to proceed with the condemnation request that was approved by the NWRWD board for individuals Rory Ross and Justin Berg. **Rust moved to proceed with the condemnation request for individuals Rory Ross and Justin Berg, Haake seconded.**

Aye: Anderson, Bickler, Brandt, Brostuen, Haake, Koeser, Novak, Rust, and Owan

Nay: 0

Carried: 9-0

AE2S Reports

McGruder presented the board with project updates.

East White Earth Rural Distribution Alternate – TO 63

McGruder presented a Carstensen Contracting, Inc. change order #2 for a deduct of (\$8,850.00) for using cellular IDT in lieu of satellite IDT and to establish an interim completion date. **Anderson moved to approve East White Earth Rural Distribution Alternate – TO 63 change order #2 for -\$8,850.00, seconded by Novak.**

Aye: Anderson, Bickler, Brandt, Brostuen, Haake, Koeser, Novak, Rust, and Owan

Nay: 0

Carried: 9-0

West White Earth Rural Distribution Alternate – TO 64

McGruder presented a Carstensen Contracting Inc increase change order #2 for a time extension due to the award date being late. This included unprecedented material pricing, lead time problems, change in material, and cost to install IDT cellular AMR in lieu of satellite units for \$34,350.00. **Brostuen moved to approve West White Earth Rural Distribution Alternate – TO 64 change order #2 for \$34,350.00, seconded by Bickler.**

Aye: Anderson, Bickler, Brandt, Brostuen, Haake, Koeser, Novak, Rust, and Owan

Nay: 0

Carried: 9-0

MCWRD Spring Creek Expansion Invoices for Payment

McGruder reported that the MCWRD Spring Creek Expansion invoices for engineering and construction for this month are \$765,231.65. The amount has been approved by the MCWRD board and County Commission. **Novak moved to approve the invoices for payment, seconded by Koeser.**

Aye: Anderson, Bickler, Brandt, Brostuen, Haake, Koeser, Novak, Rust, and Owan

Nay: 0

Carried: 9-0

SWC Grant Payment Request

SWC \$22M grant monthly request 19-05202021 was presented to the board for their approval. **Rust moved to approve the SWC grant request, seconded by Haake.**

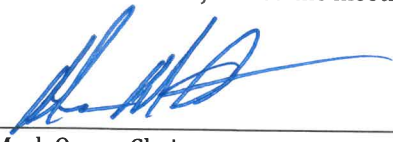
Aye: Anderson, Bickler, Brandt, Brostuen, Haake, Koeser, Novak, Rust, and Owan

Nay: 0

Carried: 9-0

Rust moved to adjourn, Brostuen seconded.

Chairman Owan adjourned the meeting.



Mark Owan, Chairman



Char Imsland, Secretary