

**Western Area Water Supply Authority
Board of Directors Meeting
WAWSA Office August 19, 2021**

Attendees

Members Present: Doug Anderson, Matt Beard (via video), Raoul Brandt, Ellis Haake, Ward Koeser, Gary Rust, and Mark Owan.

Members Absent: Chris Brostuen, Richard Liesener, and Larry Novak

Others Present: Tami Madsen (WAWSA), Char Imsland (WAWSA), Cheryl McNeil (WAWSA), Cory Chorne (AE2S), Weston McGruder (AE2S), Dustin Schultz (AE2S), Kent Ritterman (Moore Engineering), Jeff Shaffer (MCWRD), Grace Demars (City of Watford City), Ben Clarys (NWRWD), Daniel Clarys (NWRWD), Craig Haskins (R&T), Liz Suhr (R&T), and Kenny Bergstrom (City of Williston).

Meeting Called to Order

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

Approval of Agenda

Owan presented the agenda for approval. Madsen asked to add item #2 TO 63 and TO 63a East White Earth Rural Distribution and item #3 TO 64 and TO 64a West White Earth Rural Distribution under the AE2S report to the agenda. **Rust moved to approve the agenda with the changes, Koeser seconded.**

MOTION CARRIED UNANIMOUSLY BY VOICE VOTE

Approval of the Minutes

Minutes of the July 22, 2021 board meeting were presented for approval. **Haake moved to approve the minutes as presented, Anderson seconded.**

Aye: Anderson, Beard, Beard voting for Novak, Brandt, Brandt voting for Liesener, Haake, Koeser, Koeser voting for Brostuen, Rust, and Owan

Nay: 0

Carried: 10-0

Financial Reports

The July Domestic financial report and the July Industrial financial report were presented to the board for their consideration and discussion. **Anderson moved to approve the financial reports as presented, Haake seconded.**

Aye: Anderson, Beard, Beard voting for Novak, Brandt, Brandt voting for Liesener, Haake, Koeser, Koeser voting for Brostuen, Rust, and Owan

Nay: 0

Carried: 10-0

Madsen presented the board with the July capital accounting report.

Madsen requested a motion to make Cheryl McNeil the only authorized signer for the WAWSA safety deposit box and to terminate the agreement if she deems the box rental unnecessary. **Koeser moved to make Cheryl McNeil the only authorized signer for the WAWSA safety deposit box and to terminate the agreement if she deems the box rental unnecessary, Rust seconded.**

Aye: Anderson, Beard, Beard voting for Novak, Brandt, Brandt voting for Liesener, Haake, Koeser, Koeser voting for Brostuen, Rust, and Owan

Nay: 0

Carried: 10-0

Executive Director Report

Madsen gave a monthly update on the water usage and WAWSA system operations.

SWC/NDIC Updates

Madsen reported that she will be going to the SWC to ask for funding for the design phase of the Battlevue/McGregor project and the rebidding and construction for the Stanley Part II project.

Resolution for SRF Loan

Madsen requested a motion from the board to authorize her to execute and file an application with the ND DEQ for a loan to purchase the City of Williston's WTP. **Koeser moved to authorized Madsen to execute and file an application with the ND DEQ for a loan to purchase the City of Williston's WTP, Haake seconded.**

Aye: Anderson, Beard, Beard voting for Novak, Brandt, Brandt voting for Liesener, Haake, Koeser, Koeser voting for Brostuen, Rust, and Owan

Nay: 0

Carried: 10-0

Employee Handbook – Removal of Chapter 1.5 – Introductory Period

Madsen reported that ND is an at-will employment state and requested a motion to have Chapter 1.5 – Introductory Period removed from the Employee Handbook. **Rust moved to remove Chapter 1.5 – Introductory Period from the Employee Handbook, Haake seconded.**

Aye: Anderson, Beard, Beard voting for Novak, Brandt, Brandt voting for Liesener, Haake, Koeser, Koeser voting for Brostuen, Rust, and Owan

Nay: 0

Carried: 10-0

Surplus Inventory Liquidation

Madsen reported that there is a large amount of inventory leftover from different rural distribution projects. She requested a motion to sell the inventory by legal means. **Haake moved to approve the selling of the leftover inventory by legal means, Koeser seconded.**

Aye: Anderson, Beard, Beard voting for Novak, Brandt, Brandt voting for Liesener, Haake, Koeser, Koeser voting for Brostuen, Rust, and Owan

Nay: 0

Carried: 10-0

Policy – Delinquent Accounts with Member Entities

Madsen presented Operational Policy 5.15 – Customers Must be in Good Standing with Member Entities for approval. **Rust moved to approve Operational Policy 5.15 – Customers Must be in Good Standing with Member Entities, Haake seconded.**

Aye: Anderson, Beard, Beard voting for Novak, Brandt, Brandt voting for Liesener, Haake, Koeser, Koeser voting for Brostuen, Rust, and Owan

Nay: 0

Carried: 10-0

Castle Oilfield Spill

Madsen reported that Castle has not answered the legal action against them. The board decided to table any motion until an executive session can be scheduled with WAWSA's legal team. **Koeser moved to table any motion until an executive session can be scheduled with WAWSA's legal team, Anderson seconded.**

Aye: Anderson, Beard, Beard voting for Novak, Brandt, Brandt voting for Liesener, Haake, Koeser, Koeser voting for Brostuen, Rust, and Owan

Nay: 0

Carried: 10-0

29 Mile Project Update

Kent Ritterman with Moore Engineering presented the 29 Mile project update. Ritterman reported that 130 hookups are on the project as of now and pipe availability is getting better.

AE2S Reports

McGruder presented the board with the project updates.

East White Earth Rural Distribution – TO 63 & TO 63a

McGruder presented a Carstensen Contracting, Inc increase change order #4 for \$437,713.15 for adding EWE Alt 2 pipeline project to EWE Alt Base contract and amendment #1 for \$50,000.00 for construction phase services. **Koeser moved to approve East White Earth Rural Distribution – TO 63 change order #4 for \$437,713.15 and TO 63a amendment #1 for \$50,000.00, Anderson seconded.**

Aye: Anderson, Beard, Beard voting for Novak, Brandt, Brandt voting for Liesener, Haake, Koeser, Koeser voting for Brostuen, Rust, and Owan

Nay: 0

Carried: 10-0

West White Earth Rural Distribution – TO 64 & TO 64a

McGruder presented a Carstensen Contracting, Inc increase change order #4 for adding pipeline routing to serve 4 users for \$191,568.60 and amendment #1 for \$23,000.00 for construction phase services. **Haake moved to approve West White Earth Rural Distribution – TO 64 change order #4 for \$191,568.60 and TO 64a amendment #1 for \$23,000.00, Rust seconded.**

Aye: Anderson, Beard, Beard voting for Novak, Brandt, Brandt voting for Liesener, Haake, Koeser, Koeser voting for Brostuen, Rust, and Owan

Nay: 0

Carried: 10-0

MCWRD Spring Creek Expansion Invoices for Payment

McGruder reported that MCWRD Spring Creek Expansion invoices for engineering and construction for the month are \$265,751.11. The amount has been approved by the MCWRD board and County Commission.

Koeser moved to approve the invoices for payment, Anderson seconded.

Aye: Anderson, Beard, Beard voting for Novak, Brandt, Brandt voting for Liesener, Haake, Koeser, Koeser voting for Brostuen, Rust, and Owan

Nay: 0

Carried: 10-0

SWC Grant Payment Request

SWC \$30M grant monthly request 20-081921 was presented to the board for their approval. **Haake moved to approve the SWC grant request, Anderson seconded.**

Aye: Anderson, Beard, Beard voting for Novak, Brandt, Brandt voting for Liesener, Haake, Koeser, Koeser voting for Brostuen, Rust, and Owan

Nay: 0

Carried: 10-0

Rust moved to adjourn, Anderson seconded.

Chairman Owan adjourned the meeting.



Mark Owan, Chairman



Char Imsland, Secretary