

**Western Area Water Supply Authority  
Board of Directors Meeting  
WAWSA Office December 16, 2021**

**Attendees**

Members Present: Doug Anderson, Matt Beard, Kent Bickler, Raoul Brandt, Chris Brostuen, Ellis Haake, Ward Koeser, Larry Novak, Gary Rust, and Mark Owan

Others Present: Tami Madsen (WAWSA), Char Imsland (WAWSA), Cheryl McNeil (WAWSA), Dave Bell (WAWSA), Jacob Monson (WAWSA), Cory Chorne (AE2S), Weston McGruder (AE2S), Dustin Schultz (AE2S), Charles Vein (AE2S), Grant Meyer (AE2S), Kent Ritterman (Moore Engineering), Grace Demars (City of Watford City), Kenny Bergstrom (City of Williston), Dave Tuan (City of Williston), Ben Clarys (NWRWD), Dan Clarys (NWRWD), Jay Larson (NWRWD), Melissa Pitman (NWRWD), Craig Haskins (R&T), and Tyson Schatz (Brady Martz) via video.

**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 as presented, Brostuen seconded.**

MOTION CARRIED UNANIMOUSLY BY VOICE VOTE

**Presentation of the 2020 WAWSA Financial Audits**

Tyson Schatz with Brady Martz presented the 2020 WAWSA financial audit. He reported that we had another clean opinion on the audit for 2020. **Novak moved to accept the 2020 audit, Rust seconded.**

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

Nay: 0

Carried: 10-0

**Approval of the Minutes**

Minutes of the November 18, 2021, board meeting were presented for approval. **Haake moved to approve the minutes as presented, Brostuen seconded.**

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

Nay: 0

Carried: 10-0

**Financial Reports**

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

Aye: Anderson, Beard, Bickler, Brandt, Brostuen, Haake, Koeser, Novak, Rust, and Owan  
Nay: 0  
Carried: 10-0

Madsen presented the board with the November capital accounting report.

#### **Bond Issuance Documents**

Madsen requested a motion to allow the Board Chairman to sign the Allonge to Notes to sell the bonds to pay off \$74.5M of WAWSA debt. **Haake moved to authorize the Board Chairman to sign the Allonge to Notes to sell the bonds to pay off \$74.5M of WAWSA debt, Koeser seconded.**

Aye: Anderson, Beard, Bickler, Brandt, Brostuen, Haake, Koeser, Novak, 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 presented the board with the SWC/NDIC updates.

#### **2022 Program Management Services – TO 75**

Madsen requested a motion to authorize the Board Chairman to sign the WAWSA 2022 Program Management Services – TO 75. **Anderson moved to authorize the Board Chairman to sign the WAWSA 2022 Program Management Service – TO 75, Rust seconded.**

Aye: Anderson, Beard, Bickler, Brandt, Brostuen, Haake, Koeser, Novak, Rust, and Owan  
Nay: 0  
Carried: 10-0

#### **Joint Powers Agreement for Water System Development**

Madsen presented the Joint Powers Agreement for Water System Development; the purpose of the agreement is to allow MCWRD, WAWSA, and the County of McKenzie to jointly fund new water projects.

#### **McKenzie County Lease Termination**

Madsen reported that MCWRD offered to buy back the leased space in their building. She requested a motion to authorize the Board Chairman to sign the legal document allowing MCWRD to take back their space in exchange for the return of WAWSA's unused rent of \$690,000.00. **Haake moved to authorize the Board Chairman to sign the legal document allowing MCWRD to take back their space in exchange for the return of WAWSA's unused rent of \$690,000.00, Anderson seconded.**

Aye: Anderson, Beard, Bickler, Brandt, Brostuen, Haake, Koeser, Novak, Rust, and Owan  
Nay: 0  
Carried: 10-0

## **29 Mile Project Update**

Kent Ritterman with Moore Engineering presented the board with an update on the 29 Mile Project.

## **AE2S Reports**

McGruder presented the board with the project updates.

### **Williston WTP Expansion & Superstructure - TO 55**

McGruder presented an American General Contractors balancing change order #9 for -\$46,025.96, a final inspection and acceptance, and a SRF final document checklist and certifications for the Williston WTP Expansion & Superstructure - TO 55 project. **Haake moved to approve the Williston WTP Expansion & Superstructure - TO 55 balancing change order #9 for -\$46,025.96, the final inspection and acceptance, and the SRF final document checklist and certifications, Anderson seconded.**

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

Nay: 0

Carried: 10-0

### **MCWRD System I North - TO 76**

McGruder presented the Engineer's bid award recommendations for the MCWRD System I North - TO 76 project. The Engineer's recommendation is to award to the lowest qualified bidder BEK Consulting with a bid of \$3,966,698.00 for the base bid. **Rust moved to award the MCWRD System I North - TO 76 project to the lowest qualified bidder BEK Consulting with a bid of \$3,966,698.00, Beard seconded.**

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

Nay: 0

Carried: 10-0

McGruder presented the construction services for the Construction phase, Post Construction phase, and I&C related services for the MCWRD System I North - TO 76 for \$380,000.00. **Beard moved to approve the construction services for the MCWRD System I North - TO 76 project, Brostuen seconded.**

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

Nay: 0

Carried: 10-0

### **SWC Grant Payment Request**

SWC \$30M grant monthly request 20-121621 was presented to the board for their approval. **Haake moved to approve the SWC grant request, Novak seconded.**

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

Nay: 0

Carried: 10-0

**Rust moved to adjourn, Brostuen seconded.**

Chairman Owan adjourned the meeting.



Chris Brostuen, Chairman



Char Imstrand, Secretary