

**Western Area Water Supply Authority
Board of Directors Meeting
WAWSA Office February 17, 2022**

Attendees

Members Present: Doug Anderson, Kent Bickler, Raoul Brandt, Ellis Haake, Ward Koeser, Jay Larsen, Larry Novak, Gary Rust, and Chris Brostuen

Members Present via Video: Matt Beard

Others Present: Tami Madsen (WAWSA), Char Imsland (WAWSA), Cheryl McNeil (WAWSA), Dave Bell (WAWSA), Jacob Monson (WAWSA), Cory Chorne (AE2S), Kent Ritterman (Moore Engineering), Jeff Bryson (City of Williston WTP), Jeff Schaffer (MCWRD), Karolin Jappe (McKenzie County Emergency Management), Ben Clarys (NWRWD), Craig Haskins (R&T), Tami Norgard (Vogel), and Grace Demars (City of Watford City) via video.

Meeting Called to Order

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

Approval of Agenda

Brostuen presented the agenda for approval. **Haake moved to approve the agenda as presented, Bickler seconded.**

MOTION CARRIED UNANIMOUSLY BY VOICE VOTE.

Establishment of Committees

Brostuen presented the members appointed to the committee seats required by the WAWSA by-laws.

Executive Committee: Doug Anderson, Ellis Haake, Larry Novak, and Chris Brostuen

Grievance Committee: Ward Koeser, Gary Rust, and Chris Brostuen

Investment Committee: Matt Beard, Raoul Brandt, and Chris Brostuen

Rate Committee: Kent Bickler, Jay Larsen, and Chris Brostuen

Board of Director's Conflict of Interest Training

Tami Norgard with Vogel Law presented the board with the annual Board of Director's Conflict of Interest training.

Approval of the Minutes

Minutes of the January 20, 2022, board meeting were presented for approval. **Rust moved to approve the minutes as presented, Anderson seconded.**

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

Abstain: Koeser

Nay: 0

Carried: 9-0

Minutes of the February 7, 2022, special board meeting were presented for approval. **Anderson moved to approve the minutes as presented, Haake seconded.**

Aye: Anderson, Beard, Brandt, Haake, Larsen, Rust, and Brostuen

Abstain: Bickler, Koeser, and Novak

Nay: 0

Carried: 7-0

Financial Reports

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

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

Nay: 0

Carried:10-0

Madsen presented the board with the January capital accounting report.

Executive Director Report

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

SWC/NDIC Updates

Madsen reported that she would like to bring the R&T Stanley Rural Distribution – TO 67 project back to the Department of Water Resources for funding.

She also reported that she would like to reallocate the grant fund dollars from the R&T Service to Stanley Transmission – TO 66 project to the MCWRD second transmission main line.

Novak moved to approve bring the R&T Stanley Rural Distribution -TO 67 project back to the Department of Water Resources for funding and to reallocate the grant fund dollars from the R&T Service to Stanley Transmission – TO 66 project to the MCWRD second transmission main line, Haake seconded.

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

Nay: 0

Carried:10-0

Madsen also reported that various older maintenance pad contracts did not include the necessary membership fees and monthly meter fees are not being billed to the customers. She suggested correcting this error by WAWSA paying the affected member entities for the missed membership fees and billing the customers for the monthly meter fees going forward. **Koeser moved to have WAWSA pay the membership fees to the entities and to bill the customers for the monthly meter fees, Anderson seconded.**

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

Nay: 0

Carried:10-0

GMJS Letter

Madsen presented the letter concerning the GMJS facility for the board's consideration and discussion.

Ward Koeser left the meeting at 10:41 am.

MCWRD System I North Expansion – TO 76 Invoices for Payment

The MCWRD System I North Expansion – TO 76 invoices for engineering and construction for the month are \$9,884.26. The amount has been approved by the MCWRD board and County Commission. **Rust moved to approve the invoices for payment, Anderson seconded.**

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


SWC Grant Payment Request

SWC \$30M grant monthly request 27-021722 was presented to the board for their approval. **Anderson moved to approve the SWC grant request, Haake seconded.**

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

Rust moved to adjourn, Anderson seconded.


Chris Brostuen, Chairman


Char Imsland, Secretary