

**Western Area Water Supply Authority
Board of Directors Meeting
WAWSA Office January 12, 2023**

Attendees

Members Present: Doug Anderson, Kent Bickler, Raoul Brandt, Ellis Haake, Larry Novak, also voting for Matt Beard, Gary Rust, and Chris Brostuen.

Members Present via Video: Robert Harms and Ward Koeser

Others Present: Tami Madsen (WAWSA), Char Imsland (WAWSA), Cheryl McNeil (WAWSA), Dave Bell (WAWSA), Jacob Monson (WAWSA), Weston McGruder (AE2), Dustin Schultz (AE2S), Tom Klabunde (Moore Engineering), Josh Feil (Moore Engineering), Bret Williams (City of Williston), Jeff Shaffer (MCWRD), Ben Clarys (NWRWD), Craig Haskins (R&T), and Cory Chorne (AE2S) via video.

Meeting Called to Order

Chairman Brostuen called the meeting to order at 9:05 am.

Approval of the Agenda

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

MOTION CARRIED UNANIMOUSLY BY VOICE VOTE.

Election of Officers

Chairman Brostuen called for nominations for the position of Board Chairman.

Novak moved to suspend the rules and re-elect the same officers as the previous year, Brandt seconded.

Aye: Bickler, Brandt, Haake, Koeser, and Novak

Nay: Anderson, Harms, Rust, and Brostuen

Carried: 5-4

The 2023 WAWSA officers are as follows:

Chairman: Chris Brostuen

Vice-Chairman: Ellis Haake

Secretary/Treasurer: Char Imsland

Approval of the Minutes

Minutes of the December 15, 2022, board meeting were presented for approval. **Haake moved to approve the minutes as presented, Anderson seconded.**

Aye: Anderson, Bickler, Brandt, Haake, Harms, Koeser, Novak, Rust, and Brostuen
Nay: 0
Carried: 9-0

Financial Reports

The December Domestic and Industrial financial reports were presented to the board for their consideration and discussion. **Rust moved to accept and file the financial reports as presented, Novak seconded.**

Aye: Anderson, Bickler, Brandt, Haake, Harms, Koeser, Novak, Rust, and Brostuen
Nay: 0
Carried: 9-0

Madsen presented the board with the December capital accounting report.

NDIC Reimbursement Request

Madsen requested a motion to present the 2022 Industrial Reimbursement Request to the NDIC. **Haake moved to approve the request for Madsen to present the 2022 Industrial Reimbursement Request to the NDIC, Bickler seconded.**

Aye: Anderson, Bickler, Brandt, Haake, Harms, Koeser, Novak, Rust, and Brostuen
Nay: 0
Carried: 9-0

Executive Director Report

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

Member Weighted Voting

As per the WAWSA Bylaws, every three years the Average Annual Water Volume shall be determined and the number of additional votes of each Appointed Director recalculated. Each director receives one vote plus the additional votes. The votes per member entity are BDW 3 votes (1.5 votes per director), City of Williston 17 votes (8.5 votes per director), R&T 5 votes (2.5 votes per director), MCWRD 7 votes (3.5 votes per director), and NWRWD 4 votes (2 votes per director) for a total of 36 votes.

SWC/NDIC Updates

Madsen reported that WAWSA has several items on the NDIC February agenda. She reported that she will be presenting a reimbursement request for Industrial improvements for meter trailers and other repairs/maintenance to close out 2022, a budget for Industrial system improvements planned for 2023, the 2023 WAWSA Industrial budget, the 2023 Industrial reimbursement rates for the Member Entities, and a summary of the 2022 activities of the Industrial utility.

Madsen also reported that she will be providing testimony on January 19, 2023, on SB 2020.

Moore Engineering Report

Tom Klabunde presented the board with an update on the 29-Mile Project.

AE2S Reports

Madsen presented AE2S's 2023 Program Management & General Engineering Fee Adjustment request. She reported that this is a 6-7% increase from AE2S' 2022 rate schedule. **Haake moved to approve AE2S' 2023 Program Management & General Engineering Fee Adjustment request, Anderson seconded.**

Aye: Anderson, Bickler, Brandt, Haake, Harms, Koeser, Novak, Rust, and Brostuen
Nay: 0
Carried: 9-0

R&T East White Earth Rural Distribution - TO 63

McGruder presented the certificate of substantial completion for the R&T East White Earth Rural Distribution - TO 63 project. **Bickler moved to approve the certificate of substantial completion for R&T East White Earth - TO 63, Rust seconded.**

Aye: Anderson, Bickler, Brandt, Haake, Harms, Koeser, Novak, Rust, and Brostuen
Nay: 0
Carried: 9-0

NWRWD East Williston CR 9 Rural Distribution - TO 78

McGruder presented the preconstruction agreement for \$531,000.00 for the NWRWD East Williston CR 9 Rural Distribution - TO 78 project. **Novak moved to approve the preconstruction agreement for \$531,000.00 for NWRWD East Williston CR 9 Rural Distribution - TO 78, Anderson seconded.**

Aye: Anderson, Bickler, Brandt, Haake, Harms, Koeser, Novak, Rust, and Brostuen
Nay: 0
Carried: 9-0

WAWSA 2023 Program Management Services - TO 79

McGruder presented the 2023 Program Management Services - TO 79 agreement. This agreement is for assisting WAWSA staff as needed for funding applications, rate modeling & water contract support, program management, industrial commission coordination and support, and general engineering services. **Rust moved to approve the WAWSA 2023 Program Management Services - TO 79 agreement, Anderson seconded.**

Aye: Anderson, Bickler, Brandt, Haake, Harms, Koeser, Novak, Rust, and Brostuen
Nay: 0
Carried: 9-0

MCWRD Invoices for Payment

The MCWRD System IV Part IV - TO 77 invoice for engineering and construction for the month are \$6,692.04. These amounts have been approved by the MCWRD board and County Commission. **Haake moved to approve the MCWRD System IV Part IV - TO 77 invoice for payment, Anderson seconded.**

Aye: Anderson, Bickler, Brandt, Haake, Harms, Koeser, Novak, Rust, and Brostuen
Nay: 0
Carried: 9-0

SWC Grant Payment Request

SWC \$30M grant monthly request 39-011223, SWC \$300K grant monthly request 1-011223, SWC \$9.5M grant monthly request 4-011223, and SWC \$7M grant monthly request 3-011223 was presented to the board for their approval. **Anderson moved to approve the SWC grant requests, Novak seconded.**

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

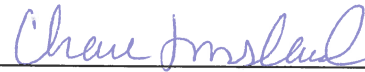
Nay: 0

Carried: 9-0

Anderson moved to adjourn, Novak seconded.



Chris Brostuen, Chairman



Char Imsland, Secretary