

**Western Area Water Supply Authority
Board of Directors Meeting
WAWSA Office November 16, 2023**

Attendees

Members Present: Doug Anderson, Matt Beard, Kent Bickler, Raoul Brandt, Ellis Haake, Robert Harms, Ward Koeser, Gary Rust, and Chris Brostuen.

Members Present via Video: Larry Novak

Others Present: Tami Madsen (WAWSA), Char Imsland (WAWSA), Cheryl McNeil (WAWSA), Jacob Monson (WAWSA), Dave Bell (WAWSA), Cory Chorne (AE2S), Weston McGruder (AE2S), Graydon Olson (AE2S), Josh Feil (Moore Engineering), Liz Suhr (R&T), Julius Wakam (MCWRD), Kenny Bergstrom (City of Williston), Brett Williams (City of Williston), Justin Smith (City of Watford City), Dustin Schultz (AE2S) via video, Miranda Kleven (AE2S) via video, and Kent Ritterman (Moore Engineering) via video.

Meeting Called to Order

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

Approval of the Agenda

Brostuen presented the agenda for approval and added the line item Merry Christmas to the end of the agenda. **Rust moved to approve the revised agenda, Haake seconded.**

MOTION CARRIED UNANIMOUSLY BY VOICE VOTE.

Approval of the Minutes

Minutes of the October 19, 2023, board meeting were presented for approval. **Beard moved to approve the minutes as presented, Haake seconded.**

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

Nay: 0

Carried: 10-0

Financial Reports

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

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

Nay: 0

Carried: 10-0

Madsen requested approval from the board to transfer \$4M from the BND checking account #2918 to the Renewal and Replacement Reserve CD's account at ASB. **Beard moved to approve the transfer of \$4M from the BND checking account #2918 to the Renewal and Replacement Reserve CD's account at ASB, Haake seconded.**

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

Nay: 0
Carried: 10-0

Madsen presented the board with the October capital accounting report.

2024 Proposed Domestic & Industrial Budgets

Madsen presented the 2024 Domestic and Industrial budgets to the board for their approval. **Haake moved to approve the 2024 Domestic and Industrial budgets, Harms seconded.**

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

Executive Director's Reports

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

Madsen informed the board that TO 81 needs to be renamed as an amendment to TO 70 to follow the accepted project naming convention for SWC funding.

State Water Commission Update

Madsen had no State Water Commission updates.

Executive Director Review

Brostuen recommended that the board approve a 5% merit bonus based on Madsen's existing salary and no base salary change as requested by Madsen. **Koeser moved to approve a 5% merit bonus based on Madsen's existing salary with no base salary change, Haake seconded.**

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

Moore Engineering Reports

Feil provided the board with an update on the 29-Mile project.

Feil also presented the board with amendment #1 to TO 3 for \$163,478 for booster station/winter startup issues, railroad permitting, certificate of surveys, modeling for waitlist users, a Fortuna area pump station design, and design for pipeline alignment changes for the 29-Mile project. **Harms moved to approve amendment #1 to TO 3 for \$163,478 for the 29-Mile project, Koeser seconded.**

Aye: Anderson, Beard, Bickler, Brandt, Haake, Harms, Koeser, Rust, and Brostuen
Nay: Novak
Carried: 9-1

AE2S Reports

McGruder presented the board with the project updates.

MCWRD Invoices for Payment

The MCWRD System IV Part IV – TO 77 and System I South Expansion – TO 80 invoices for engineering and construction for the month have a combined total of \$577,758.59.

SWC Grant Payment Request

SWC \$24M grant request 48-111623, SWC \$7M grant request 11-111623, SWC \$9.6M grant request 14-111623, SWC \$318K 4-111623, and SWC \$4M grant request 07-111623 were presented to the board for their approval. **Haake moved to approve the SWC grant requests, Rust seconded.**

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

Nay: 0

Carried: 10-0

Merry Christmas

Brostuen recommended the board approve a Christmas bonus to the WAWSA staff with a base rate of \$400 plus \$100 for every year of service. **Anderson moved to approve the recommended Christmas bonus to the WAWSA staff, Koeser seconded.**


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

Nay: 0

Carried: 10-0

Haake moved to adjourn, Anderson seconded.


Chris Brostuen, Chairman


Char Imsland, Secretary