

**Western Area Water Supply Authority
Board of Directors Meeting
WAWSA Office January 18, 2024**

Attendees

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

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), Kenny Bergstrom (City of Williston), Ben Clarys (NWRWD), Craig Haskins (R&T), Jordan Grasser (AE2S) via video, and Dustin Schultz (AE2S) 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. **Rust moved to approve the agenda as presented, Koeser 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, Koeser seconded.

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

Nay: 0

Carried: 9-0

The 2024 WAWSA officers are as follows:

Chairman: Chris Brostuen

Vice-Chairman: Ellis Haake

Secretary/Treasurer: Char Imsland

Approval of the Minutes

Minutes of the December 21, 2023, board meeting were presented for approval. **Haake moved to approve the minutes as presented, Bickler seconded.**

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

Nay: 0

Abstain: Harms

Carried: 8-0
Financial Reports

The Domestic financial report was presented to the board for their consideration and discussion. **Rust moved to approve the domestic financial report as presented, Haake seconded.**

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

Matt Beard joined the meeting at 9:09 am.

The Industrial financial report was presented to the board for their consideration and discussion. **Haake moved to approve the Industrial financial report as presented, Koeser seconded.**

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

Madsen presented the board with the December capital accounting report. Novak requested to see the report with completed projects minimized.

Executive Director's Report

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

State Water Commission Update

Madsen informed the board that the Stanley Tioga project is on the secretary's approval list.

Quarterly Safety Update

Dave Bell presented the board with the quarterly and year end recap safety update for 2023.

Legal Updates

Madsen presented a JPA agreement addendum #1 between McKenzie County, MCWRD, and WAWSA for the second line under the river. **Koeser moved to approve the JPA agreement addendum #1, 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 increase change order #6 for the 29-Mile project for \$60,000 (a reduction to the change order for \$64,604.65 in the board packet) for additional mobilization for contractor and removing unused steel casing stored materials from the project. **Beard moved to approve change order #6 for \$60,000 for the 29-Mile project, Haake seconded.**

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

Nay: 0
Carried: 10-0

AE2S Reports

2024 Program Management and General Engineering Fee Adjustment Request

McGruder presented AE2S' 2024 Program Management and General Engineering Fee Adjustment request. He reported that this is a 3.76% increase from AE2S' 20223 rate schedule. **Koeser moved to approve AE2S' 2024 Program Management and General Engineering Fee Adjustment request, Novak seconded.**

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

WAWSA 2024 Program Management Services – TO 81

McGruder presented the 2024 Program Management Services – TO 81 agreement. This agreement is for assisting WAWSA staff as needed for funding applications, rate modeling and water contract support, program management, industrial commission coordination and support, and general engineering services. **Novak moved to approve the WAWSA 2024 Program Management Services – TO 81 agreement, Rust seconded.**

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

Project Updates

McGruder presented the board with the project updates.

R&T Stanley Rural Distribution – TO 67

McGruder presented amendment #3 to the R&T Stanley Rural Distribution – TO 67 project for \$60,000 to coordinate a Class III Cultural Resources survey and report with an Archeological Sub-Consultation. **Bickler moved to approve amendment #3 to the R&T Stanley Rural Distribution – TO 67 project for \$60,000, Novak seconded.**

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

MCWRD System IV Part IV – TO 77

McGruder presented the certificate of substantial completion for the MCWRD System IV Part IV – TO 77 project. **Haake moved to approve the certificate of substantial completion for the MCWRD System IV Part IV – TO 77, Harms seconded.**

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

NWRWD 29 Mile Corner Fortuna Pump Station – TO 82

McGruder presented the NWRWD 29-Mile Corner Fortuna Pump Station – TO 82 agreement for basic I&C services. **Haake moved to approve the NWRWD 29-Mile Corner Fortuna Pump Station – TO 82 agreement, Anderson seconded.**

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

Williston WTP Intake Assessment

Jordan Gresser with AE2S presented the Construction Management At-Risk Procurement requests for proposal document. He reported that AE2S is looking for approval to start advertising for a CMAR and that the proposal has 3 phases:

Phase I: Assessment Phase Services

Phase II: Preconstruction Phase Services

Phase III: Construction Phase Services

Rust moved to authorize AE2S to start advertising for a CMAR for the Williston WTP Intake Assessment, Haake seconded.

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

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 \$54,955.74.

SWC Grant Payment Request

SWC \$24M grant monthly request 51-011824, SWC \$7M grant request 13-011824, SWC \$9.6M grant request 16-011824, SWC \$398K grant request 5-011824, and SWC 4M grant request 09-011824 were presented to the board for their approval. **Koeser moved to approve the SWC grant requests, Haake seconded.**

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

Haake moved to adjourn, Rust seconded.


Chris Brostuen, Chairman


Char Imsland, Secretary