

**Western Area Water Supply Authority
Board of Directors Meeting
WAWSA Office February 15, 2024**

Attendees

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

Members Present via Video: Raoul Brandt

Members Absent: Ward Koeser

Others Present: Tami Madsen (WAWSA), Char Imsland (WAWSA), Cheryl McNeil (WAWSA), Jacob Monson (WAWSA), Dave Bell (WAWSA), Tami Norgard (Vogel Law), Cory Chorne (AE2S), Weston McGruder (AE2S), Graydon Olson (AE2S), Josh Feil (Moore Engineering), Carl Jackson (Moore Engineering), Kenny Bergstrom (City of Williston), Justin Smith (City of Watford City), Scott Perkins (MCWRD), Craig Haskins (R&T), Liz Suhr (R&T)

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, Haake seconded.**

MOTION CARRIED UNANIMOUSLY BY VOICE VOTE.

Establishment of Committees

Brostuen presented the members appointed to the committee seats as required by the WAWSA by-laws. The 2024 committee members are as follows:

Executive Committee: Char Imsland, Ellis Haake, Ward Koeser, and Chris Brostuen

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

Investment Committee: Raoul Brandt, Larry Novak, Doug Anderson, and Chris Brostuen

Rate Committee: Kent Bickler, Robert Harms, Matt Beard, 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 18, 2024, board meeting were presented for approval. **Anderson moved to approve the minutes as presented, Beard seconded.**

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

Financial Reports

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

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

Madsen presented the board with the January capital accounting report.

Executive Director's Report

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

Madsen reported that R&T has the opportunity to pave the loop around the Ray WTP. The total cost to pave the loop is \$70,000 and WAWSA will pay for half (\$35,000).

Member Entity Update

Scott Perkins with MCWRD provided the board with an update on MCWRD's system.

Moore Engineering Reports

2024 Moore Engineering Billing Rate Schedule

Feil presented Moore Engineering's 2024 billing rate schedule for the board's approval. **Rust moved to approve Moore Engineering's 2024 billing rate schedule, Anderson seconded.**

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

29-Mile Project - TO M1

Feil presented the board with a decrease change order #7 for the 29-Mile project for -\$52,950 for the removal of instrumentation and controls from the construction contract. **Anderson moved to approve change order #7 for -\$52,950 for the 29-Mile project, Haake seconded.**

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

AE2S Reports

McGruder presented the board with the project updates.

R&T Tioga 16-in to 12-in Connection - TO 83

McGruder presented to the board the R&T Tioga 16-in to 12-in connection - TO 83 task order agreement for \$12,500 for their review and approval. **Novak moved to approve the R&T Tioga 16-in to 12-in connection - TO 83 task order agreement, Bickler seconded.**

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

McGruder also presented the R&T Tioga 16-in to 12-in connection - TO 83 recommendation to award bid to the lowest bidder, Carstensen Contracting, for \$87,970. **Harms moved to approve the R&T Tioga 16-in to 12-in connection - TO 83 recommendation to award bid to the lowest bidder, Carstensen Contracting, for \$87,970, Haake seconded.**

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

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 \$20,141.62

SWC Grant Payment Request

SWC \$24M grant request 52-021524, SWC \$7M grant request 14-021524, SWC \$9.6M grant request 17-021524, SWC \$318K grant request 05-021524, SWC \$4M grant request 10-021524 were presented to the board for their approval. **Rust moved to approve the SWC monthly grant requests, Haake seconded.**

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

Chairman Brostuen adjourned the meeting at 10:49 am.



Chris Brostuen, Chairman



Char Imsland, Secretary