

**Western Area Water Supply Authority
Board of Directors Meeting
WAWSA Office March 21, 2024**

Attendees

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

Members Present via Video: Matt Beard, Raoul Brandt, and Gary Rust

Members Absent: Robert Harms

Others Present: Tami Madsen (WAWSA), Char Imsland (WAWSA), Cheryl McNeil (WAWSA), Jacob Monson (WAWSA), Cory Chorne (AE2S), Grant Meyer (AE2S), Weston McGruder (AE2S), Ross Wilde (AE2S), Josh Feil (Moore Engineering), Craig Haskins (R&T), Liz Suhr (R&T), Ben Clarys (NWRWD), Kenny Bergstrom (City of Williston), Justin Smith (City of Watford City), Mark Owan, and Dustin Schultz (AE2S) 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. **Novak moved to approve the agenda as presented, Koeser seconded.**

MOTION CARRIED UNANIMOUSLY BY VOICE VOTE.

Approval of the Minutes

Minutes of the February 15, 2024, board meeting were presented for approval. Brostuen noted that the approval of the minutes was not included in the minutes and needs to be added. **Anderson moved to approve the minutes with the recommended changes, Haake seconded.**

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

Nay: 0

Carried: 8-0

Rust joined the meeting at 9:04 am.

Financial Reports

The Domestic and Industrial financial reports were presented to the board for their consideration and discussion.

Baseline Sales

Madsen recommended a strategy to resume 2010 baseline sales payments to the baseline sales recipients. The strategy included the following stipulations:

1. WAWSA will reserve 6 months of loan payments in the industrial checking account

2. WAWSA will begin distributing available cash to the member entities in uniform proportion of their original Baseline Sales Monthly.
3. In months where WAWSA has no positive net income, no Baseline Sales distributions will be made
4. Resumption of the Baseline Sales payments in a uniformly distributed proportion of the original negotiated amounts will not create a liability for WAWSA

Novak moved to resume the 2010 Baseline Sales on a pro rata basis as cash is available, Koeser seconded.

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

Nay: 0

Carried: 9-0

The February capital accounting report was presented to the board for their consideration and discussion.

Executive Director's Report

Madsen provided the board with an update on WAWSA's water usage and system operations.

Madsen informed the board that the Board of Director's retreat is scheduled for September 19 – 20, 2024 and she will be bringing her recommendations for the location and facilitator to the April board meeting.

State Water Commission Update

Madsen provided the board with a State Water Commission update.

Legal Updates

Madsen presented a JPA revision for MCWRD, McKenzie County and WAWSA. The revision states "if costs exceed the cap identified in the Project Exhibit, WAWSA must seek McKenzie County approval for additional funding". Madsen informed the board that she is not comfortable with this wording and asked for direction from the board. It was recommended that she reach out to legal counsel to see if they can reword in such a way that better suits all parties.

Member Entity Update

Craig Haskins with R&T provided the board with an update on R&T's system.

Moore Engineering Reports

29-Mile Project – TO M1

Feil presented the board with a project update on the 29-Mile project.

Feil also presented the board with amendment #2 to TO 3 for \$84,730 for the 2023 cultural archaeology study for waitlist users, 2024 construction engineering and project closeout, and 2024 resident project representative (inspector) for the 29-Mile – TO M1 project. **Koeser moved to approve amendment #2 to TO 3 for \$84,730, Anderson seconded.**

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

Nay: 0

Carried: 9-0

AE2S Reports

McGruder presented the board with the project updates.

Williston WTP Expansion – TO 70

McGruder presented amendment #4 to the Williston WTP Expansion – TO 70 project for \$52,600 for additional services to be performed by engineers, modifications of payment to engineers, and modifications to time for rendering services. **Haake moved to approve amendment #4 to the Williston WTP Expansion – TO 70 project for \$52,600, Bickler seconded.**

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

Nay: 0

Carried: 9-0

MCWRD System IV Part IV – To 77

McGruder presented amendment #1 to the MCWRD System IV Part IV – TO 77 project for \$248,000 for continued construction project management and resident project representative services for additional scope of added users and pipeline routing, construction phase services, and U.S. Forest Service environmental monitoring sub-consultant services.

He also presented increase change order #1 for the MCWRD System IV Part IV – TO 77 project for \$455,936.91 for bonding and insurance, booster stations, the installation of PRV and meter pits, and reroutes.

Anderson moved to approve amendment #1 for \$248,000 and change order #1 for \$455,936.91 for the MCWRD System IV Part IV – TO 77 project, Novak seconded.

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

Nay: 0

Carried: 9-0

MCWRD System I South Expansion – TO 80

McGruder presented amendment #1 to the MCWRD System I South Expansion – TO 80 project for \$50,000 for continued construction project management and resident project representative services for additional scope of added users and pipeline routing.

He also presented increase change order #3 to the MCWRD System I South Expansion – TO 80 project for \$30,475 for County Road 30 water line verification and possible relocation, deletion of Kemmer & Ough services and Alternate I – Arnegard addition from the contract.

Koeser moved to approve amendment #1 for \$50,000 and change order #3 for \$30,475 for the MCWRD System I South Expansion – TO 80 project, Anderson seconded.

Aye: Anderson, Beard, Bickler, Brandt, Haake, Koeser, 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 \$17,471.77.

SWC Grant Payment Request

SWC \$24M grant request 53-032124, SWC \$7M grant request 15-032124, SWC \$9.6M grant request 18-032124, SWC \$318K grant request 06-032124, and SWC \$4M grant request 11-032124 were presented to the board for their approval. **Haake moved to approve the SWC monthly grant requests, Bickler seconded.**

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

Nay: 0

Carried: 9-0

Chairman Brostuen adjourned the meeting at 11:00 am.



Chris Brostuen, Chairman



Char Imsland, Secretary