

**Western Area Water Supply Authority  
Board of Directors Meeting  
WAWSA Office October 17, 2024**

**Attendees**

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

Members Absent: Matt Beard

Others Present: Tami Madsen (WAWSA), Char Imsland (WAWSA), Cheryl McNeil (WAWSA), Dave Bell (WAWSA), Jacob Monson (WAWSA), Weston McGruder (AE2S), Cory Chorne (AE2S), Graydon Olson (AE2S), Miranda Kleven (AE2S), Jeremy Olson (AE2S), Katie Sobolik (Moore Engineering), Craig Haskins (R&T), Liz Suhr (R&T), Curt Clarys (City of Williston), Julius Wakam (MCWRD), Dustin Schultz (AE2S) via video, and Josh Feil (Moore Engineering) via video.

**Meeting Called to Order**

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

**Approval of the Agenda**

Brostuen added an item to the agenda before adjournment for the resignation of Tami Madsen. **Rust moved to approve the agenda with the addition, Anderson seconded.**

MOTION CARRIED UNANIMOUSLY BY VOICE VOTE.

Novak joined the meeting at 9:02 am.

**Approval of the Minutes**

Minutes of the September 19, 2024, board meeting were presented for approval. **Koeser moved to approve the minutes as presented, Haake seconded.**

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

Nay: 0

Carried: 9-0

Minutes of the October 15, 2024, special board meeting were presented for approval. **Anderson moved to approve the minutes as presented, Bickler seconded.**

Aye: Anderson, Bickler, Brandt, Haake, Harms, Koeser, 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.

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

## 2025 Water Rate Recommendation

Miranda Kleven with AE2S presented the 2025 WAWSA O&M rate analysis. The analysis covered the rate-setting philosophy, domestic rate revenue requirements, cost of service-based O&M rates and the 2025 rate increase recommendations. The 2025 recommended rate increases are:

	2025 Rate (\$/KGal)	% Change from 2024	\$ Change from 2024
MCWRD	\$4.18	0%	\$0.00
NWRWD/BDW	\$4.14	4%	\$0.16
R&T	\$4.14	4%	\$0.16
Williston	\$2.36	3.5%	\$0.08

A discussion was held by the board regarding water loss on the system and including the member entities in the discussion concerning forecasted water use. It was decided to table the approval of the rate recommendation until the November meeting when Kleven can bring updated information.

## Executive Director's Report

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

Madsen announced that WAWSA's PO Box ownership needed to be updated to remove her and add Jacob Monson as the new owner. **Haake moved to remove Madsen as the current owner on the WAWSA PO Box and add Jacob Monson as the new owner, Anderson seconded.**

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

Nay: 0

Carried: 9-0

Madsen informed the board that she didn't have a State Water Commission update this month.

## Quarterly Safety Update

Dave Bell presented the board with the 2024 Q3 safety update.

## Moore Engineering Reports

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

## AE2S Reports

### Resolution for Slope Failure

Schultz provided an update to the board regarding the resolution for slope failure at the Williston WTP. He recommended the board approve a work package up to a maximum of \$500,000 for the WTP access road remediation. **Haake moved to approve a work package up to a maximum of \$500,000 for the WTP access road remediation, Koeser seconded.**

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

Nay: 0  
Carried: 9-0

### **Intake Assessment**

Schultz also provided an update to the board regarding the WTP intake assessment. He reported that JF Brennan found an additional breach between the old and current intake structure. The next step is to decide whether to chase the two breaches and fix them or have a discussion with the USACE concerning the installation of a coffer dam.

### **Project Updates**

McGruder provided the board with the project updates.

### **R&T Stanley Part II – TO 67**

McGruder informed the board that the base bid milestone completion has been reached and that the one-year warranty period began on October 1, 2024 for the R&T Stanley Part II – TO 67 project. **Rust moved to approve the base bid milestone completion for the R&T Stanley Part II – TO 67 project, Novak seconded.**

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

### **MCWRD System I South – TO 80**

McGruder also presented BEK Consulting increase change order #4 for \$57,050 for the addition of a 6" parallel and tieback line from the discharge side of the vault to an existing MCWRD 6" line in the NE corner of 11<sup>th</sup> Ave/14<sup>th</sup> St intersection and a 6" meter vault electrical connection for the MCWRD System I South – TO 80 project. **Koeser moved to approve the BEK Consulting increase change order #4 for \$57,050 for the MCWRD System I South – TO 80 project, Haake seconded.**

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

### **NWRWD Trenton Area Rural Distribution – TO 85**

McGruder presented the board with the NWRWD Trenton Area Rural Distribution – TO 85 task order agreement for \$996,000 for their review and approval. **Anderson moved to approve the NWRWD Trenton Area Rural Distribution – TO 85 task order agreement for \$996,000, Haake 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, System I South – TO 80, and the Phase II Transmission Line for engineering and construction for the month have a combined total of \$483,516.03.

### SWC Grant Payment Request

SWC \$24M grant request 60-101724, SWC \$7M grant request 22-101724, SWC \$9.6M grant request 25-101724, SWC \$8M grant request 10-101724, and SWC \$4M grant request 18-101724 were presented to the board for their approval. **Bickler moved to approve the SWC monthly grant requests, Rust seconded.**

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

Nay: 0

Carried: 9-0

### Tami Madsen Resignation

Brostuen announced that Tami Madsen has put in her resignation and that her last day with WAWSA will be November 8, 2024. **Anderson moved to formally accept Tami Madsen's resignation, Rust seconded.**

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

Nay: Harms

Carried: 8-1

Chairman Brostuen adjourned the meeting at 11:38 am.



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Chris Brostuen, Chairman



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Char Imsland, Secretary