

**Western Area Water Supply Authority
Board of Directors Meeting
WAWSA Office December 19, 2024**

Attendees

Members Present: Doug Anderson, Ellis Haake, Ward Koeser, and Larry Novak

Members Present via Video: Matt Beard, Kent Bickler, Raoul Brandt, Robert Harms, Gary Rust, and Chris Brostuen

Others Present: Chris Barke (WAWSA), Char Imsland (WAWSA), Cheryl McNeil (WAWSA), Jacob Monson (WAWSA), Dave Bell (WAWSA), Weston McGruder (AE2S), Graydon Olson (AE2S), Craig Haskins (R&T), Kenny Bergstrom (City of Williston), Curt Clarys (City of Williston), Josh Feil (Moore Engineering) via video, Dustin Schultz (AE2S) via video, and Cory Chorne (AE2S) via video.

Meeting Called to Order

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

Approval of the Agenda

Brostuen added two items to the agenda. Under AE2S reports, item #6 added for MCWRD Phase II Transmission Line increase cost share request, and the January board meeting date changed to January 30, 2025. **Rust moved to approve the agenda as amended, Koeser seconded.**

MOTION CARRIED UNANIMOUSLY BY VOICE VOTE.

Approval of the Minutes

Minutes of the November 21, 2024, board meeting were presented for approval. **Haake moved to approve the minutes as presented, Anderson 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.

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

Executive Director's Report

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

Barke announced that the Williston WTP bank remediation project was completed on December 6, 2024.

Barke also announced that Ward Koeser was presented with the Commodore Award at the 2024 Joint Water Convention.

He also announced that former executive director, Tami Madsen, was presented with the 2024 Water Wheel Award.

Terrance Rhinehart Condemnation

Barke provided the board with a condemnation request for Terrance Rhinehart on the R&T Stanley Part II project. This condemnation request was approved at R&T's November 25, 2024, board meeting. **Novak moved to approve the condemnation request for Terrance Rhinehart on the R&T Stanley Part II project, Koeser seconded.**

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

Nay: 0

Carried: 10-0

SRF Loan Resolution

Barke announced that a resolution is required by the state to allow Chris Brostuen and Chris Barke to sign SRF loan documents. **Anderson moved to approve the state required resolution allowing Chris Brostuen and Chris Barke to sign SRF loan documents, 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.

AE2S Reports

Amendment #3 to Owner-Engineer Agreement

McGruder presented amendment #3 to the owner-engineer master service agreement. This amendment would extend the contract between WAWSA and AE2S for another 3-year term. **Novak moved to approve amendment #3 to the owner-engineer master service agreement, Haake seconded.**

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

Nay: 0

Carried: 9-0

WAWSA 2025 Program Management Services - TO 86

McGruder also presented the board with the 2025 Program Management Services - TO 86 task order for \$100,980. This task order is for professional engineering services associated with General Engineering, Funding Application, Rate Modeling and Water Contract Support, Capital Accounting and Financial Reporting, Program Management, Industrial Commission Coordination and Support, Public Information, and Legislative Support services. **Haake moved to approve the 2025 Program Management Services - TO 86 task order for \$100,980, Koeser seconded.**

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

Nay: 0

Carried: 9-0

Project Updates

McGruder provided the board with the project updates

Williston WTP Intake, Raw Water Pump Station, and Phase 6 Expansion – TO 70

McGruder presented the board with amendment #7 to the Williston WTP Intake, Raw Water Pump Station, and Phase 6 Expansion – TO 70 project for \$68,000. The amendment includes additional services to be performed by engineer, modifications of payment to engineer, and modifications to times for rendering services. **Anderson moved to approve amendment #7 to the Williston WTP Intake, Raw Water Pump Station, and Phase 6 Expansion – TO 70 project for \$68,000, Haake seconded.**

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

Nay: 0

Carried: 10-0

Williston WTP Raw Water Intake Siting Study – TO 87

McGruder also presented the board with a task order agreement for the Williston WTP Raw Water Intake Siting Study – TO 87 project for \$132,500. The task order includes study and report services including providing surveying services for field verification of potential intake sites, conducting up to three, one-hour meetings with the owner, and drafting a technical memorandum outlining up to five raw water intake options for owner to consider as viable long-term options to access raw water. **Koeser moved to approve the task order agreement for the Williston WTP Raw Water Intake Siting Study – TO 87 project for \$132,500, Anderson seconded.**

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

Nay: 0

Carried: 10-0

MCWRD Phase II Transmission Line Increase Cost Share Request

McGruder also presented the board with a SWC construction cost increase funding request for the MCWRD Phase II Transmission Line project for \$3,344,000. He reported that the McKenzie County Board of Commissioners approved funding their 50% share of the cost increase and updating the JPA to reflect the increase. **Novak moved to approve submitting the State Water Commission construction increase funding request for the MCWRD Phase II Transmission Project as presented, 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, System I South – TO 80, and the Phase II Transmission Line for engineering and construction for the month have a combined total of \$252,142.46.

SWC Grant Payment Request

SWC \$24M grant request 62-121924, SWC \$7M grant request 24-121924, SWC \$9.6M grant request 27-121924, SWC \$8M grant request 12-121924, and SWC \$4M grant request 20-121924, and SWC \$747K grant

request 01-121924 were presented to the board for their approval. **Anderson moved to approve the SWC monthly grant request, Haake seconded.**

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

Nay: 0

Carried: 10-0

Chairman Brostuen adjourned the meeting at 10:11 am.


Chris Brostuen, Chairman


Char Imsland, Secretary