

**Western Area Water Supply Authority
Board of Directors Meeting
WAWSA Office February 20, 2025**

Attendees

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

Members Present via Video: Robert Harms

Members Absent: Matt Beard

Others Present: Chris Barke (WAWSA), Char Imsland (WAWSA), Cheryl McNeil (WAWSA), Jacob Monson (WAWSA), Dave Bell (WAWSA), Brittaney Carrillo (WAWSA), Weston McGruder (AE2S), Graydon Olson (AE2S), Cory Chorne (AE2S), Josh Feil (Moore Engineering), Craig Haskins (R&T), Liz Suhr (R&T), Kenny Bergstrom (City of Williston), Curt Clarys (City of Williston), Ben Clarys (NWRWD), Justin Smith (City of Watford City), Dustin Schultz (AE2S) via video, and Tami Norgard (Vogel Law) 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.

Establishment of Committees

Brostuen presented the members appointed to the committee seats as required by the WAWSA by-laws. The 2025 committee members are as follows:

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

Grievance Committee: Ellis Haake, Ward Koeser, Robert Harms, and Chris Brostuen

Investment Committee: Doug Anderson, Larry Novak, Gary Rust, and Chris Brostuen

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

Strategic Planning Committee: Matt Beard, Kent Bickler, Robert Harms, and Chris Brostuen

Board of Director's Conflict of Interest Training

Tami Norgard with Vogel Law presented the board with the annual Board of Directors' conflict of interest training. She also provided guidance on key abilities and knowledge the new Executive

Director should possess and things the board should look for when searching for potential candidates.

Approval of the Minutes

The January 30, 2025, board meeting minutes were presented for approval. Harms noted that a revision is needed by removing his aye vote under the AE2S 2025 billing rate schedule. **Rust moved to approve the minutes as amended, Koeser 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 January 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.

State Water Commission Update

Barke reported that the SWC awarded the funding increase request for the MCWRD Phase II Transmission project at their February 13th meeting.

Quarterly Safety Update

Dave Bell presented the board with the 2024 Q4 safety update.

AE2S Reports

McGruder provided the board with the project updates.

R&T Stanley Part II – TO 67

McGruder presented Carstensen Contracting increase change order #3 for \$36,900 for the R&T Stanley Part II – TO 67 project. This change order is for utility verification and possible relocation for the existing road crossing and possible additional bore depths for three bores on Mountrail County roads 10 & 11. **Novak moved to approve the Carstensen Contracting increase change order #3 for \$36,900 for the R&T Stanley Part II – TO 67 project, Haake seconded.**

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

Nay: 0
Carried: 9-0

Williston Regional WTP Intake Assessment – TO 70

Schultz presented the board with a submission proposal from J.F. Brennan for the Williston Regional WTP Intake Assessment – TO 70 project. No action was requested, but a discussion was held by the board regarding the two viable options presented for remediation.

MCWRD System IV Part IV – TO 77

McGruder presented the board with an increase cost share request for the MCWRD System IV Part IV – TO 77 project. This request is to request approval from the SWC for a construction increase at 50% cost share for eligible project costs equal to \$300,000 for this project. This request will allow for the addition of 9 new users on the project, plus the upsize to be ready for the future project users, and allow the project, in general, to have a small contingency for the 2025 construction season. **Novak moved to approve the increase cost share request for the MCWRD System IV Part IV – TO 77 project, Rust seconded.**

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

NWRWD East Williston County Road 9 – TO 78

McGruder presented another cost share request for the NWRWD East Williston County Road 9 – TO 78 project. This request is to request approval from the SWC for a 60% cost share of the eligible construction project costs within the City of Williston ETJ equal to \$1,477,818 and 75% cost share approval at the eligible construction project costs outside of the Williston City ETJ equal to \$5,908,556 for this project. **Koeser moved to approve the cost share request for the NWRWD East Williston County Road 9 – TO 78 project, Anderson seconded.**

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

MCWRD Phase II Transmission Main – TO 88

McGruder presented the board with the award recommendation for the MCWRD Phase II Transmission Main – TO 88 project. It is recommended that approval be awarded for contract #3 – General Construction HDPE open cut and bore installation to the apparent responsive and qualified low bid from Metro Construction, Inc. for \$17,440,575. **Rust moved to approve the award recommendation to the lowest bidder, Metro Construction, Inc., for \$17,440,575 for the MCWRD Phase II Transmission Main – TO 88 project, Haake seconded.**

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

McGruder also presented the task order agreement for the MCWRD Phase II Transmission Main – TO 88 project. The agreement is for professional services to provide construction, resident project representative, post-construction, and other services for \$1,219,000. **Haake moved to approve the task order agreement for \$1,219,000 for the MCWRD Phase II Transmission Main – TO 88 project, Bickler 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 System II Rural Distribution for engineering and construction for the month have a combined total of \$11,479.97.

SWC Grant Payment Request

SWC \$24M grant request 64-022025, SWC \$7M grant request 26-022025, SWC \$9.6M grant request 29-022025, SWC \$8M grant request 14-022025, SWC \$398K grant request 10-022025, SWC \$4M grant request 22-022025, and SWC \$747K grant request 03-022025 were presented to the board for their approval. **Koeser moved to approve the SWC monthly grant requests as presented, Haake seconded.**

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

Chairman Brostuen adjourned the meeting at 11:34 am.



Chris Brostuen, Chairman



Char Imsland, Secretary